



**Cooperative Forestry Assistance
2023 BIL Forest Health-Invasive Species
*Request for Proposals (RFP)***

Proposals due: March 31st, 2023 by 5 p.m. PST

Noxious Weeds Program
Division of Plant Health and Compliance



Weed Management Cost Share RFP
Plant Industry Division

The Nevada Department of Agriculture (NDA) announces the availability of funding from the United States Forest Service (USFS) Bipartisan Infrastructure Law (BIL) – Forest Health-Invasive Species funding. This is a formal request for proposals, covering seasonal projects from July 1st, 2023 through Dec 31st, 2024.

PROPOSALS DUE no later than 5 p.m. PST on March 31st, 2023. Proposals should be emailed to noxiousweeds@agri.nv.gov or mailed hard copy to:

Nevada Department of Agriculture
ATTN: Jake Dick
Noxious Weed Program
405 South 21st Street
Sparks, NV 89431

For additional information, or if you have any questions regarding this RFP, contact Jake Dick at noxiousweeds@agri.nv.gov or 775-353-3640.

AWARD INFORMATION

Total amount of federal funding available for subaward:
\$9,895.00 (Federal agreement: USFS 23-DG-11046013-601)

Award period

July 1st, 2023 through December 31st, 2024

Applicant eligibility

- Applicant must be an active Cooperative Weed Management Area (CWMA), Conservation District (CD) or County Weed District (WD) in Nevada.
- Applicant must have or be in the process of applying for a Nevada Vendor Number. http://controller.nv.gov/VendorServices/Forms/KTLVEN-01_Registration_Substitute_IRS_Form-W-9.pdf.
- Applicant must have a mechanism for receiving, documenting and reporting on grant funds and activities in place. Reporting accurate financial records is required.
- Applicant must not be in default on any other grants with the NDA or USFS.
- Applicant must have a Unique Entity Identifier (UEI), please note that DUNS was replaced by UEI April 4th, 2022. More information can be found at <https://sam.gov/content/home>.
- Applicant must have a www.eddmaps.org username and log in. Project site data must be entered into www.eddmaps.org, which houses the Nevada EDDMapS GIS databases. Data will need to meet the EDDMapS bulk upload mapping requirements.



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Additional project/funding criteria

- Each subrecipient must expend and account for the federal award in accordance with state laws and procedures for expending and accounting for the funds, per 2 CFR 200.302.
- Funds may not be used on federal lands.
- The project sites must be in an area with a minimum 10% forested land or have a direct impact on an area with a minimum 10% forested land.^{1,2,3}
- Administrative overhead/indirect charges cannot exceed 10%.
- Grant fund expenditures must meet 2 CFR 200 uniform administrative requirements, cost principles and audit requirements for federal awards for allowable costs per 2 CFR 200.403.
- Pre- and post-monitoring of the project area by collecting before and after pictures of the basic vegetative community is required per 2 CFR 200.328.
- Subrecipients are responsible for **quarterly** reporting on project activities. Annual performance report is due December 31st each year once funding has been awarded. **Quarterly** reports will include project activities, accomplishments, any problems that may be encountered and give notification if any modifications are needed. If no spending or project activities have taken place for the quarter that information will need to be included in the **quarterly** report. Metrics for reporting will include actual acres treated, acres restored, and species treated.
- Funding will be considered for projects that demonstrate any or all of the following:
 - Early detection rapid response species control
 - Biological control monitoring
 - Education/outreach
 - New CWMA start up projects
 - Re-vegetation/restoration
 - Landowner cost shares
 - Mapping/data collection
 - Revisitation of past EDRR reports
- Additional scoring awarded to proposals that focus on Nevada early detection and rapid response species. Current list of Nevada's EDRR species are included in attachment D.

¹Forest Land – forest land at least 10% stocked, or currently nonstocked but formerly having such stocking, with timber and/or woodland trees, and where human activity on the site does not preclude natural succession of the forest (i.e. the site can be naturally or artificially regenerated).

² Timberland – forest land where timber species constitute at least 5% crown cover; or forest land with sufficient timber species reproduction (minimum of 40 saplings and/or established seedlings per acre). Timber species can be of any size and includes all species of conifers (except junipers and yew) and aspen, cottonwood, and paper birch hardwood species.

³ Woodland – forest land with at least 10% crown cover in woodland trees; forest land with timber species and woodland species but less than 5% crown cover in timber species; forest land with sufficient woodland tree species reproduction (with the same reproduction criteria as timberland above). A woodland species can be classified as either a shrub or a tree and includes juniper, yew, mountain-mahogany, Rocky Mountain maple, and bigtooth maple.



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PROPOSAL REQUIREMENTS

Proposals will be scored and awarded on a competitive basis, see attachment A. Projects may be funded fully, partially or not funded at all based on scoring committee decision. ***All of the following must be included in the proposal.***

I. Project narrative – Maximum of 3 pages (min. 11 pt font) and should include brief descriptions of the following sections:

A) Contact information

- CWMA, CD or WD name
- Project manager name
- Address
- Phone number
- Email address

B) Total grant funding requested

- ***Note, \$9,895.00 is the total amount of funding that will be available for any awarded proposal. Proposal requesting under this amount will not receive higher scoring when proposals are reviewed.***

C) Other resources - List any other sources of funding you have secured for the upcoming project season. This proposal may be used to supplement a larger project.

D) Financial management contact information

- Financial manager name
- Address
- Phone number
- Email
- Tax ID number
- Unique Entity Identifier (UEI) number.
- NV vendor number

E) Project site description

- Location (GPS coordinates or map of area and description of nearby towns or physical landmarks) and size
- Why is this area in need of a weed management project?
- Targeted weeds
- Early Detection Rapid Response (EDRR) species incorporated into the project will receive additional points in the scoring criteria.



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F) Project goals and expected outcomes

- What do you expect to accomplish with this funding? Estimated acres to be treated, inventoried, re-vegetated and number of people reached through outreach is preferred to be listed here.

G) Work plan – How will you use this funding on-the-ground?

- Weed control strategies to be used (mowing, hand pull, herbicides, grazing, etc.) How is integrated weed management being implemented?
- What re-vegetation or reseeding will be done?
- What technologies will be used for mapping and infestation data collection? How will the data be implemented into EDDMapS?
- Is there an educational or outreach component?

II. Project budget – An itemized budget must be submitted with your proposal. All expected project expenses must be broken down and accounted for under each budget category. The itemized budget table⁶ attached to this request for proposals may be used as an example.

III. Budget detail–In addition to itemized budget table, a budget detail narrative document to support the itemized budget is required. The budget narrative must describe how figures were estimated for each of the budget categories below.

A) Personnel

B) Travel

C) Supplies

D) Contractual

E) Match



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ATTACHMENT A – Proposal scoring criteria	
2020 NDA USFS cooperative weed management cost share grants	
Applicant qualifications	Max Pts
Does the applicant meet eligibility criteria and additional project funding criteria? Does the proposal show a high level of commitment from the applicant and other participants? Does the applicant have the expertise and organizational structure to successfully accomplish proposal goals?	10
Project need	Max Pts
Does the proposal demonstrate a strong need for funding? Is the project site appropriate and meet the listed criteria? Are other funding sources available and in place to support long term viability of the project? Is funding being used to start up a new CWMA, Weed District or Weed Group?	25
Project management plan	Max Pts
Does the proposal include a clearly defined timeline of when major activities will take place? Is there an integrated vegetation management plan that contains ecologically appropriate control methods for target weed species? Does the management plan contain a data collection and follow-up component? Part of the data collection plan should include entering treatment points into the EDDMapS database.	25
Project goals/outcomes	Max Pts
Are the short term and long-term goals of the project realistic and obtainable? Is the applicant able to perform pre and post monitoring of the project area and report on measurable outcomes of project activities? Is the work plan adequate to meet project goals and outcomes within the award periods time frame? Does the project demonstrate long-term dedication through continue monitoring and maintenance to help ensure project success?	25
Budget	Max Pts
Are the arrangements for financial management appropriate? Are the category figures realistic and accompanied by breakdown details?	15
Early Detection and Rapid Response - BONUS	Max Pts
Does the project include treatment and monitoring of Early Detection and Rapid Response (EDRR) listed species? Yes 5 points, No 0 points.	5
Total with Bonus	105

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Attachment B - Itemized budget table example			
<i>Budget item</i>	<i>NDA grant amount</i>	<i>Matching amount</i>	<i>Total project cost</i>
Personnel – Expenses incurred from labor/time of staff within your organization and not contracted work.			
Labor wages/Salary			
Fringe Benefits			
Personnel Total			
Travel – Expenses incurred due to travel for project.			
Mileage/Gas (\$0.58/mile)			
Other Per Diem (Meals and lodging per GSA.gov rates)			
Travel Total			
Equipment – Any piece of equipment purchased for project that is >\$5,000.			
Equipment type (must be a justified purchase detailed in budget detail and proposal narrative)			
Equipment Total			
Supplies – Any supplies purchased to support project that are <\$5,000.			
Herbicides			
Seed/Shrubs			
mulches/top soil/ rock for restoration work			
Office Supplies (paper, ink, etc. For reporting or outreach activities)			
GPS unit/Mapping supplies			
Tools (shovels, rake, trash bags, etc. For mechanical removal or weeds treatments)			
Personal Protection Equipment			
Replacement parts (spray rig)			
Other (include item name and describe)			
Supplies Total			
Contractual – Service contracts that will be entered into for work for the project that will not be performed by your organization and will be paid for.			
Herbicide Application (Private Licensed Pesticide Company/partnering project entity)			
Printing (brochures/handouts that required outside printing)			
Other (include item name/description)			
Contractual Total			
Indirect costs – Financial management of grant (not to exceed 10% of direct costs of the award).			
Indirect cost			
GRAND TOTAL			

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Attachment C – Nevada Early Detection and Rapid Response Species

African rue	<i>Peganum harmala</i>
Austrian fieldcress	<i>Rorippa austriaca</i>
Austrian peaweed	<i>Sphaerophysa salsula</i>
Barbed goatgrass	<i>Aegilops tricuncialis</i>
Bufflegrass	<i>Pennisetum ciliare</i>
Black henbane	<i>Hysocyamus niger</i>
Camelthorn	<i>Alhagi psedualhagi</i>
Carolina horse nettle	<i>Solanum corlinense</i>
Common crupina	<i>Crupina vulgaris</i>
Curly-leaf pondweed	<i>Potamogeton crispus</i>
Dalmatian toadflax	<i>Linaria damatica</i>
Desert knapweed	<i>Volutaria tubuliflora</i>
Dyer's woad	<i>Isatis tinctoria</i>
Eurasian watermilfoil	<i>Myriophyllum spicatum</i>
Flowering rush	<i>Butomus umbellatus</i>
Giant reed	<i>Arundo donax</i>
Giant salvinia	<i>Salvinia molesta</i>
Goats rue	<i>Galega officinalis</i>
Green fountain grass	<i>Pennisetum setaceum</i>
Houndstongue	<i>Cynoglossum officinale</i>
Hydrilla	<i>Hydrilla verticillate</i>
Iberian starthistle	<i>Centaurea iberica</i>
Jointed goatgrass	<i>Aegilops cylindrica</i>
Klamath weed	<i>Hypericum perforatum</i>
Leafy spurge	<i>Euphorbia esula</i>
Malta starthistle	<i>Centaurea melitensis</i>
Mayweed Chamomile	<i>Anthemis cotula</i>
Mediterranean sage	<i>Salvia aethiopsis</i>
Medusahead	<i>Taeniatherum caput-medusae</i>
Purple loosestrife	<i>Lythrum salicaria</i>
Purple starthistle	<i>Centaurea calcitrapa</i>
Rush skeletonweed	<i>Chondrilla juncea</i>
Sow thistle	<i>Sonchus arvensis</i>
Squarrose knapweed	<i>Centaurea virgata</i>
Sulfur cinquefoil	<i>Potentilla recta</i>
Syrian bean caper	<i>Zygophyllum fabago</i>
White horse nettle	<i>Solanum elaeagnifolium</i>
Yellow starthistle	<i>Centaurea solstitialis</i>
Yellow toadflax	<i>Linaria vulgaris</i>

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