

2025 Invasive Plant Cost Share Program

25-DG-11046013-643



**Nevada
Department
of Agriculture**



Plant Health and Compliance Noxious Weeds Program Request for Proposals (RFP)

Proposals Due: January 9th, 2026 by 5:00 P.M. PST

The Nevada Department of Agriculture (NDA) announces the availability of funding from the United States Forest Service (USFS) Cooperative Invasive Plant Cost Share Program. This is a formal request for proposals, covering a seasonal project with a timeline of March 1st, 2026 through Dec 31st, 2028.

PROPOSALS DUE no later than 5:00 p.m. PST on January 9th, 2026. Proposals should be emailed to jdick@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 jdick@agri.nv.gov or 775-353-3640.

AWARD INFORMATION

Total amount of federal funding available for subaward:
\$27,500.00 (Federal agreement: USFS 25-DG-11046013-643)

There is a 1:1 cost share requirement for funded projects. Matching can come in the form of cash or in-kind; the table in Attachment A provides western states examples of standard rates for in-kind contributions.

Award period

March 2026 through December 31st, 2027

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). More information can be found at <https://sam.gov/content/home>.
- Applicant must report on subgrants received in the past 5 years that are similar to the project being requested in this RFP. Additionally, the applicant must report on any active subgrants currently held with the NDA.

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.
- A dollar-for-dollar match is required for each project. This match can be in-kind or monetary contributions. Match must be from a non-federal source that is not already counted as match elsewhere, per 2 CFR 200.306. Western examples of in-kind match rates are included in Attachment A.
- 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.
 - “Forest Land” – forest land at least 10% stocked, or currently non-stocked 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).
 - 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.
 - 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.
- All funding must be used to address Nevada noxious weeds. A current list of Nevada’s noxious weeds and EDRR species is included in attachment D and E respectively. Funding will be considered for projects that demonstrate any or all of the following:
 - Re-vegetation/restoration
 - Early detection rapid response species control, mapping, survey efforts
 - Biological control
 - Landowner cost shares
 - Education/outreach
 - Mapping/data and collection/surveys
 - New CWMA start up projects
 - Revisitation of past EDRR reports
- 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.
- Proposals must include pre-treatment and post-treatment monitoring of the project area by collecting before and after photographs of the basic vegetative community present.
- Applicant must have a www.eddmaps.org username and log in. Project weed

inventory data must be entered into the www.eddmaps.org database. Data will need to meet the EDDMapS bulk upload mapping requirements.

- Subrecipients are responsible for reporting on project activities. Basic quarterly reporting will be submitted with required fiscal quarterly reporting. Annual performance reports are due December 31st each year once funding has been awarded. Reports will include project activities, accomplishments, and any problems that may be encountered and give notification if any modifications are needed. Metrics for reporting will include actual acres treated, acres restored, and species treated.
- Request for reimbursements (RFRs) and fiscal reports on spending are required to be submitted quarterly but may be submitted more often if needed. If no spending on project activities has taken place for the quarter that information will still need to be reported. Submissions can be made via email to jdick@agri.nv.gov. It is important to note that the NDA fiscal year ends June 30th. Requests for reimbursements for work performed during the fourth quarter of the fiscal year will need to be submitted prior to 7/15 the following fiscal year to avoid a stale claims process.

PROPOSAL REQUIREMENTS:

Proposals will be scored and awarded on a competitive basis, see attachment B. 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.*

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

- **Contact Information**
 - CWMA, CD or WD name
 - Project manager's name
 - Address
 - Phone number
 - Email address
- **Total grant funding requested**
 - A total of \$27,500.00 in funding is available through this award. Proposals may be submitted up to the maximum amount but may also be submitted for less than the total. Selected proposals may be asked to scale back budgets before an agreement is signed. Scoring criteria encourages projects to be specific but scalable in budget detail. Funding will be prioritized to specific projects that address the aforementioned criteria and priorities.
- **Other resources**
 - List any other sources of funding you have secured for the upcoming season. This proposal may be used to supplement a larger project. Federal funding cannot be used as match towards other federal funding.
- **Financial management contact information**
 - Financial manager's name
 - Address
 - Phone number
 - Email
 - Tax ID number

- Unique Entity Identifier (UEI) number.
 - NV vendor number
 - **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.
 - A component of the project focused on treating a riparian zone or riparian noxious weed species will receive additional points in the scoring criteria.
 - **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.
 - **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?
2. **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 table attached (attachment C) to this request for proposals may be used as an example.**
3. **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.**
- **Personnel**
 - **Travel**
 - **Supplies**
 - **Contractual**
 - **Match**