



Pacific Northwest Wildfire Coordinating Group

December 5, 2003

Memorandum

To: Potential Community Assistance Grant Applicants

From: Pam Ensley, Chair
Pacific Northwest Coordinating Group

Subject: Call for Applications for 2005 National Fire Plan Community Assistance and Wildland Urban Interface Projects

APPLICATIONS DUE: FEBRUARY 13, 2004

This letter is a request for applications for Fiscal Year 2005 grants and agreements for the Community Assistance program components of the National Fire Plan (NFP) being delivered through the USDA Forest Service (FS) and USDI's National Park Service (NPS), Bureau of Indian Affairs (BIA), Fish and Wildlife Service (FWS) and the Bureau of Land Management (BLM) in the Pacific Northwest. This letter and enclosures describe the eligible projects, eligible applicants, application process, timelines, and evaluation criteria that will be used to select and fund projects. Funds will be awarded on a competitive basis.

The programs included in this request for applications are:

- A. "Wildland Urban Interface Fuels Treatment Projects" of all participating federal agencies;
- B. "Wildland Urban Interface Community Risk Assessment and Mitigation Planning" of all participating federal agencies;
- C. "Wildland Urban Interface Prevention and Education Projects" of all participating federal agencies; and
- D. "Wildland Urban Interface Fuels Utilization and Marketing," to the extent agencies have funds available.

In 2004, the combined NFP federal funding for these programs in Oregon and Washington was approximately seven to nine million dollars, and we anticipate a similar level of funding for 2005. “Wildland Urban Interface Fuels Utilization and Marketing” proposals will be funded to the extent the agencies have funds available. However, the funding for this program is tenuous at this time as there was no funding in FY 2004 fiscal year for this program.

The amount of funding tentatively targeted for Prevention and Education projects is five per cent of the combined total. The amount of funding tentatively targeted for Community Risk Assessment and Mitigation Planning projects is ten per cent of the total. The actual allocation to these programs will be based on the applications received and the overall program needs.

Applications will be evaluated based on the criteria outlined on each grant category application. The evaluation will also consider cost effectiveness, leveraged funds from partners, likelihood of success (in terms of the applicant’s ability to carry out the proposal, to meet regulatory requirements, and environmental analysis), reasonability of the proposal, realistic timelines, and the clarity and completeness of the proposal and anticipated outcomes.

Projects should be multi-partner in nature and be coordinated with the appropriate adjacent Federal agency or State and other partners’ projects. Projects should emphasize local training and employment opportunities and be coordinated with State and Tribal employment services where appropriate. Eligible projects may include development of a strategic community fire risk assessment and mitigation plan; implementation of fuels treatments in the wildland urban interface; small diameter and biomass utilization opportunities; small diameter utilization demonstration projects; and wildland urban interface fire prevention and education programs.

Applicants must collaborate with local offices of participating state and federal agencies prior to submitting a grant application. The project work form is intended to display the applicant’s ability to manage a project and identify who is responsible for the task.

Applications for construction or repair of facilities, acquisition of real estate, implementation on federal lands, firefighting apparatus, and projects that are primarily research will not be considered for these grants. Wildland urban interface fuels treatment funds are for non-federal lands only.

We encourage all applicants to seek matching funds or in kind contributions; utilization and marketing proposal require a minimum of 20% non-federal cost share.

The project budget form is intended to identify partners in the proposal and the contribution they bring.

Projects involving habitat or ground-disturbing activities may require National Environmental Policy Act (NEPA) compliance, Section 7 consultation under the Endangered Species Act, and Section 106 consultation under the National Historic Preservation Act. Applicants must collaborate with local offices of participating federal agencies, specifically in regards to the above compliance, prior to submitting a grant application. Projects will also have to comply with applicable State laws. Selected projects will be required to submit detailed maps soon after selection.

Applicants must complete the form in full. Early submittal is encouraged to provide time for staff review and feedback, if necessary, before the final closing date of February 13, 2004 at 5:00 p.m.

Information, including required application forms, is available at <http://www.nwfireplan.gov/>.

The following items are enclosed to assist proponents in preparation of complete proposals under the Community Assistance Program of the National Fire Plan:

- **Program Fact Sheet** -Enclosure 1
- **How to Apply** - Enclosure 2
- **Grant Application Forms** –
 - **Enclosure 3A** for Wildland Urban Interface Fuels Treatment projects,
 - **Enclosure 3B** for Community Risk Assessment and Mitigation Planning projects,
 - **Enclosure 3C** for Prevention and Education projects;
 - **Enclosure 3D** for Fuels Utilization and Marketing projects.

Electronic applications are the preferred method of applying for funding.

Yours truly,



6 Enclosures