

Oregon State Weed Board Grant Program Policies

1. OSWB will not fund project administration costs in excess of 10% of the total awarded amount.
2. OSWB will only consider grant applications that identify specific project activities.
3. OSWB grant applications will be considered complete as submitted. **Clarification of information may be sought from the applicant during the evaluation process but additional or new information will not be accepted after the application deadline. Which means include all mandatory materials; photos, maps, match requirement forms and landowner lists.**
4. OSWB will only enter into new grant agreements with prior grantees if all terms of earlier OSWB and OWEB grant agreements have been fulfilled.
5. OSWB will consider grant applications that fund private consultant personnel services only when such services are included as a component of a project proposed by other entities.
6. OSWB may support multi-year grants for noxious weed control projects if projects are broken into identifiable phases that fit the given grant cycles and are submitted with the appropriate cycle. Continued project funding will be subject to availability of funds. OSWB will also consider previous project performance and priorities within each grant cycle.
7. Awarded grants will be subject to monitoring by ODA Noxious Weed Control Program as follows:
 - **Level one:** monitoring to include all verification of reports, documents, receipts and invoices submitted for activities relating to the project. This monitoring will be throughout the duration of the contract.
 - **Level two:** monitoring to include all on the ground site monitoring done by Department staff. Grantee agrees to contact assigned Department staff and Department Grant Analyst at start of on the ground activities, this can be done via email, phone, or written notification. This monitoring will be throughout the duration of the contract.
 - **Level three:** monitoring to include all follow up activities that may be completed after the duration of the contract.
8. Once a grant agreement has been signed between ODA, OWEB and grantee, any changes to the original submitted proposal must be approved by ODA & OWEB and amendments to the agreement shall be required.

9. Awarded projects are subject to additional paperwork at time of agreement.

10. Applicant understands that information submitted with this proposal will be available online. (with the exception of specific landowner information)

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