Office of Workforce Investments

RFA# 27-001

Oregon Conservation Corps (2027-2029)

Higher Education Coordinating Commission

Attachment B: Planning Grant Application Form

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Instructions:

The Program Grant Application Form is comprised of two (2) sections, four (4) forms:

- **Section 1: Applicant Information** – Required entity and program contact information. Supports Primary Applicant eligibility, not scored in external evaluation.
- **Section 2: Application Details** – Required project information. Supports project eligibility, not scored in external evaluation.
- Sign and save a copy of the **Assurances and Certifications form**.
- Sign and save a copy of the **Application Certification Sheet** included in the RFA as an attachment.
- Email the completed attachments to the SPC and copy hecc.oregonyouthworks@hecc.oregon.gov and hecc.procurement@hecc.oregon.gov

Fill out the yellow-highlighted input boxes and respond to questions with checkboxes. **Sections 1 and 2 MUST be completed for your application to be considered.**

Questions? Contact the SPC, Shannon Ziglinski, at shannon.ziglinki@hecc.oregon.gov

Section 1: Applicant Information (REQUIRED)

➔ *Provide information related to your entity/organization and program contact*

Organization:

Address:

City, State, Zip:

Program Contact:

Contact Email:

Contact Phone:

Fiscal Contact:

Fiscal Contact Email:

Fiscal Contact Phone:

Eligibility Criteria:

Which of the following best matches your eligibility to apply for this grant:

- ☐ Non-profit youth development organization
- ☐ Public entity (ex. local government organization/agency, school district, public college/university, etc.)
- ☐ Tribal Nation

Does your organization currently meet the following eligibility criteria?

- Have its principal place of business in Oregon or be otherwise registered to do business in Oregon;
- Have experience operating youth workforce development programming and/or have experience performing wildfire fuel reduction projects;

☐ Yes

☐ No

Will your organization meet the following eligibility criteria?

- Shall identify current and future community partnerships; including tribal outreach and coordination.
- Shall have developed safety, work site, orientation, education, and emergency plans in compliance with state and federal law. These plans must be in place prior to operating.
- Shall meet HECC's requirements for insurance and background checks

- Shall be required to provide regular report(s) to HECC.

☐ Yes

☐ No

Section 2: Application Details (REQUIRED)

Application Detail 1: Budget

While this section isn't scored, a budget must be requested and a completed budget template must be submitted for an application to be evaluated by reviewers. If awarded a grant, the final budget may be workshopped with the HECC grant administrator.

1. **What is the total budget request?**

Application Detail 2: Applicant Capacity

This section is worth 25 points.

1. **Describe your organization and/or program's experience, expertise, and competency to initiate an Oregon Conservation Corps planning grant keeping in mind the grant's purpose to reduce potential impact of fire through fuels reduction, create fire adapted communities, train the land managers of tomorrow.**

Application Detail 3: Partnerships

This section is worth 20 points.

1. **What partnerships are you hoping to further develop with these funds and why?**

Application Detail 4: Treatment Locations

This section is worth 20 points. Applicants must also submit a separate attachment with screen shots from the Oregon CWPP Planning Tool map.

1. **Which counties would your treatment areas fall within?**

2. **What types of treatment do you hope will take place in the defined areas and how will debris be removed/broken down?**

Application Detail 5: Participant Experience

This section is worth 25 points.

1. **Describe career exposure, career exploration, and/or education opportunities intended to be provided to participants.**

2. **Describe how your program supports culturally and developmentally appropriate participant experiences based on participant need.**

Application Detail 6: Industry Training

This section is worth 10 points.

1. **What specific transferrable skills will corpsmembers learn? (Reference O*Net, may also include specific occupational codes that training aims to prepare participants for.)**