

2023 Small Forestland Grant Instructions for online portal application

Due Date: Applications open until November 3rd, 2023

Please go to link: <https://arcg.is/1imaOm> to start your application.

Applicant Name: This is the main contact for the grant award and communication.

Applicant Organization: Affiliated organization to the applicant if applicable.

Applicant Email: This email will be used for most communication, make sure it is something you check often.

Applicant Phone Number: This phone number will be another way of communication.

Sponsor Name: If you are using a sponsor, please enter the organization and contact name here.

Sponsor Email: This email will be included in grant award and communication.

Sponsor Phone Number: This will be used to contact the sponsor if needed.

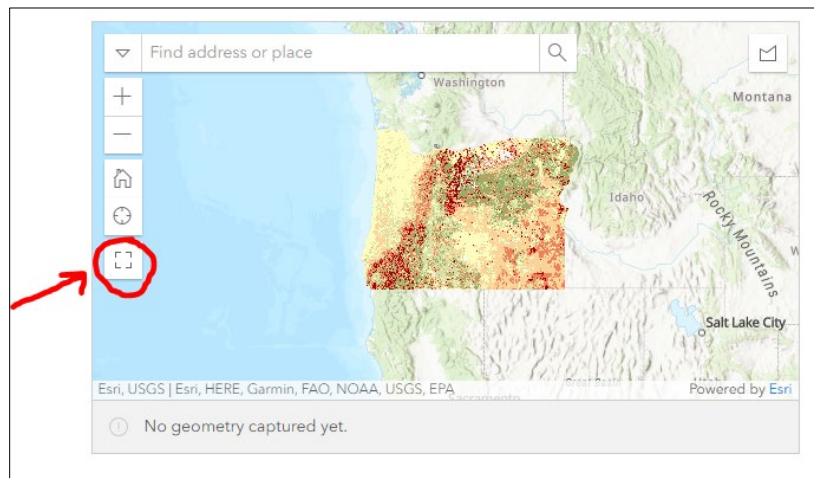
Sponsor: Please select the category your sponsor fits under if you are using a sponsor.

Project Boundary:

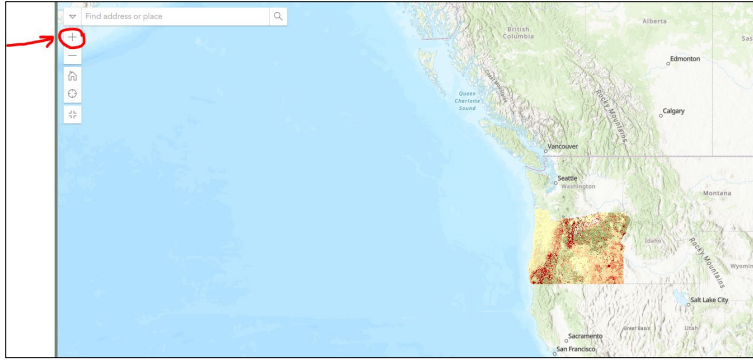
Please draw a single boundary around the total of your projected treatment project area.

- Areas within the will get higher priority, however work outside these areas will still be applicable). Overall Potential Impact represents the consequence of wildfire, if it occurs, on all mapped highly valued assets and resources combined: critical infrastructure, developed recreation, housing unit density, seed orchards, sawmills, historic structures, timber, municipal watersheds, vegetation condition, terrestrial and aquatic wildlife habitat.

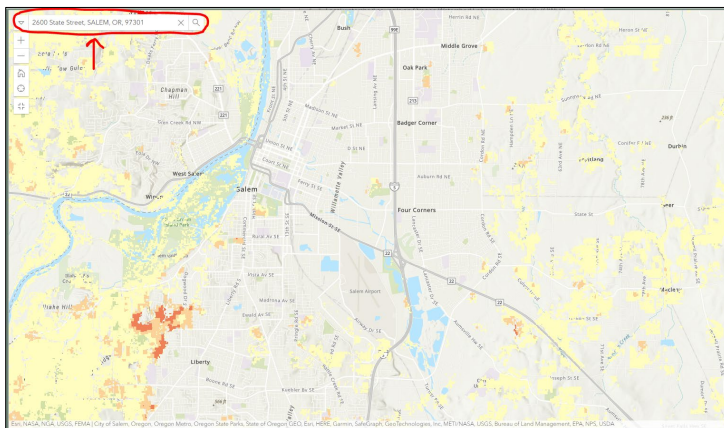
The easiest way to do this is to first select the dashed square circled in red below which will enlarge the map:



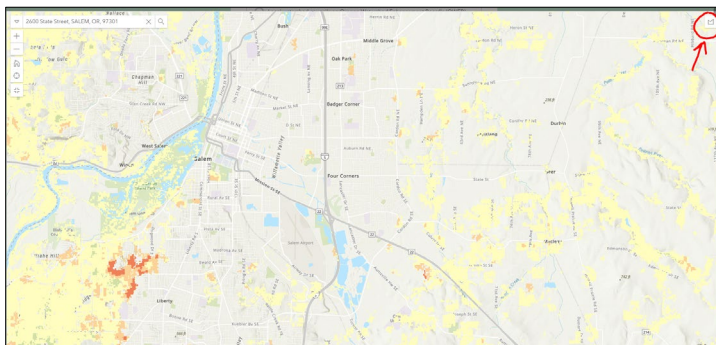
Then select the plus sign in the left corner to zoom in:



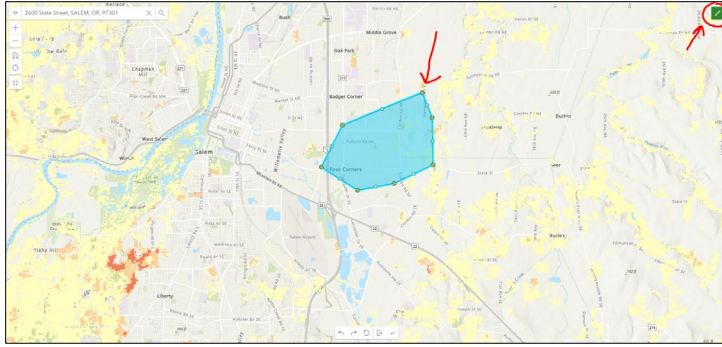
Alternately instead of zooming in, you can simply type in an address to the top left corner to zoom directly to a property:



Once you have zoomed in to where your treatment area will be, use the symbol in the top right corner to draw your boundary:

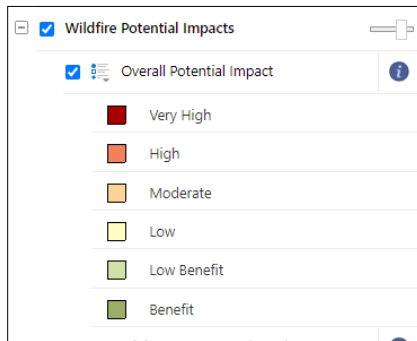


This will then give you a tool to draw your boundary and will look a little like this, if you need to edit select the green pencil symbol in the right corner and redraw:



Once your boundary is selected and where you want it, simply click on the large X in the right corner and it will take you back to the application still showing your selected project boundary in the small window.

Areas on the map are identified as the following for risk level:



Projects with boundary areas in the High to Very High areas within them will get higher priority, however work outside these areas will still be applicable. Overall Potential Impact represents the consequence of wildfire, if it occurs, on all mapped highly valued assets and resources combined: critical infrastructure, developed recreation, housing unit density, seed orchards, sawmills, historic structures, timber, municipal watersheds, vegetation condition, terrestrial and aquatic wildlife habitat.

Budget: Please insert requested amounts of personnel/wages, fringe benefits, travel, equipment (anything over \$5,000), supplies, contractual services, sponsor associated indirect cost (if applicable), and identify any planned leveraged costs. You do not need to include a dollar sign. This is a number only field.

Total SFG Funds Request: Financial grant requested dollars will auto populate at the end of this section. Please verify the total amount is the amount you are wanting to request. This total amount should not exceed \$300,000 and be more than \$10,000. Anything above or below that amount will be considered ineligible.

Budget Narrative: (2400-character limit) Briefly describe the fiscal structure of the project: what the different budget categories/items will be used for, total project cost, identify any equipment requested, other funds leveraged and who is providing that leverage, amounts, and what activities/services will be provided. If ODF will be utilized, please identify what amount of the funds will be set aside for their work on the project.

Will your project involve an ODF Forester or ODF Fuels Crew: If ODF will be doing work on the project and receiving some of the funding, please indicate here. If you are unsure, please choose maybe.

Footprint Acres: This is the actual on the ground acreage that will be completed with the funding. Example: 1 acre thinning, 1 acre piling, 1 acre burning can all be on 1 footprint and that is what you would enter in the box. This is the number of acres you would see if looking at a mapped boundary of your completed treatments.

Fuel Treatment Activity Acres: This should be the combined acreage of all the treatment types that will be completed with this funding. (Example: 1 acre thinning, 1 acre piling, 1 acre burning= 3 treatment acres)

Treatment Location: (2000-character limit)

- Brief description of area location, critical infrastructure, resources, dominant vegetation, and any past fire history in or adjacent to the project area (within the last 10 years).
- Identify the reason or need for the project.

Treatment Activities: (3800-character limit)

- Describe proposed treatment activities including who will be completing treatments (contractor, landowner, project sponsor or ODF).
- How future condition will reduce risk of high severity wildfire and increase resilient landscapes.
- Describe the sustainability of the project or plan.
- Expand on how the project treats or protects multiple properties and/or critical infrastructure.
- Include how the treatments address insects and disease, drought mortality, invasive species, storm damage or enhance wildlife habitat.

Anticipated Benefit: (2500-character limit)

- Clearly demonstrate and identify collaborative approaches.
- Treatment proximity to previous or planned hazardous fuel treatments.
- Explain how proposed treatment(s) benefit socially and economically vulnerable populations or under protected properties or further diversity, equity, and inclusion.
- Include descriptions of any non-traditional forest products (biochar, biomass, small diameter wood or firewood for example) that are part of the project and/or climate-smart practices.

Do any of the lands located within the treatment area have a forest management plan?: This is simply a yes or no answer.

Are any of the local lands located within a priority planning area?: The list of planning areas will show up if you select yes. The list is also given below:

- i. Oregon Conservation Strategy's [Conservation Opportunity Areas](#)
- ii. Natural Resource Conservation Service's [Conservation Implementation Strategy areas](#)
- iii. Oregon Watershed Enhancement Board's [Focused Investment Partnerships](#)
(Oak Woodland and Dry Type Forest Habitats)
- iv. Priority treatment or focus areas listed in a [Community Wildfire Protection Plan](#)
or County Hazard Mitigation Plan

- v. [Oregon Forest Management Plan – Uniform Plan](#)
- vi. Properties with a [Stewardship Agreement](#) or enrolled in the Healthy Forest Reserve Program
- vii. Member of [Oregon’s Tree Farm System](#)
- viii. American Family Forestland’s [Carbon Program](#) or [My Land Plan](#)
- ix. Oregon Fish and Wildlife’s [Wildlife Habitat Conservation and Management Plan](#)
- x. 20-year landscape resiliency Strategy <https://www.oregon.gov/odf/fire/documents/olrs-progress-report.pdf>

Timeline (1200-character limit, Bullets preferred).

- Include measurable deliverable quantities in each timeline bullet point (estimates of work accomplished by these timelines is acceptable). Timeline should be in seasons or months with a start time frame of October 2023 and an end of May 30, 2025.

An Example Timeline:

Winter 2023 Fall 2024: Begin public outreach campaign including (500) mailings and community meetings. Initial contacts with landowner participants; conduct home & property risk assessments & inspections. Begin hazardous fuels reduction work around homes.

Milestones: 40 homes assessed, conduct 4 community meetings to promote resiliency practices (target 350 people), Firewise principles, and establishment of 1 Firewise Community. Complete 20% of acreage treatments (50 acres).

Fall 2024 Fall 2025: Continue landowner engagement, fuel reduction efforts and home assessments.

Milestones: Conduct 4 community meetings to promote Firewise and educational fliers (target 250 more people). Complete 60% of total hazardous fuels treatments (150 acres) Complete 60 homesite assessments.

Fall 2025 - Fall 2026: Complete remaining 20% (50 acres) of fuels treatments for a total of 250 acres. Complete 4 community meetings to engage public on fuels mitigation efforts, receive landowner feedback and distribute educational (250) fliers. Review maintenance plans with grant recipients, 10 yr commitment agreements signed.

Beyond the life of the project: Using the established list of landowners who participated, monitor results and maintenance for continued feedback and growth of community engagement practices. Seek new community opportunities, continually update and reassess CWPP, work with new and existing Firewise communities to emphasize maintenance, provide technical assistance for maintenance support and education for the need of defensible space.

When your application is complete, please press the

Submit 2023 SFG Application

button at the bottom

to submit your application.

If you have any problems with the portal, please contact Jenna Trentadue:

jenna.a.trentadue@odf.oregon.gov, Cell: 971-428-7772

Administrative Structure of Projects Involving Contracted Work

Applicants should pay their contractors and submit a request for reimbursement to Jenna.a.trentadue@odf.oregon.gov directly. Turnaround times for reimbursement are generally 30-45 days.

Project Reporting

Awarded projects will be required to fully execute the grant agreement with terms that are acceptable to ODF. Sponsors will provide project updates as follows.

- **Reporting dates**

April 2024 project update required, and mapping updated (exact date TBD)

October 2024 project update required, and mapping updated (exact date TBD)

January 2025 project update required, and mapping updated (exact date TBD)

May 30, 2025 All treatment expenses incurred and project work completed

June 9, 2025 final project report required and final mapping updated

June 30, 2025 All invoices due and need to include: Complete Invoice ▪ See sample invoice and Itemized receipts (proof of payment) from contracted services.

Modifications

If modifications to the original agreement are anticipated, further communication with the program lead will be required. All significant modifications will require signatures from both parties. Minor modifications will only require an email. Modifications that put total grant costs over \$150,000 will require DOJ review.

Final Report

Treatment map updates will be required for project treatments and leveraged treatments (if applicable).

Maintenance Plan ▪ List actions or maintenance plans as communicated to Landowner(s)

Provide before and after pictures.

Accomplishments, project summary, measurable deliverables, challenges, and change in vegetative conditions.

Amounts spent of funding.

Notice of Public Record

All project submissions, funded project invoices, report content and GIS data are subject to public record requests and may be used in public reporting documents.

Application Process and Timeline – Dates subject to change.

September 19, 2023 CFP released

November 3rd, 2023 Project Proposals pulled and reviewed

December, 2023 Outreach to awarded projects

Definitions

Project Sponsor:

Is one of the listed organizations that moves the project towards successfully achieving project goals.

Sponsors will develop project applications, administer and manage project finances and reimbursement, facilitate the development of project scope and anticipated outcomes. Sponsors will provide reports, monitor project progress and communicate with Grantor as needed to ensure project accountability. If ODF or OSU technical assistance is not listed, sponsor activities could also include engaging forestland owners, contractors and partner organizations in the overall administration of project activities.

Leverage:

Funds that are a financial commitment toward the costs of a project from a source other than The Landscape Resiliency Grant Program. Leveraging can be achieved by a commitment from the grantee, from complimentary project investments, partnerships which financially expand the requested grant amount, in-kind contributions, cash, and project revenue.

Forest Management Plan:

Necessary information to implement forest management activities or prescriptions including evaluated stand condition, concerns identified, stand inventory and recommended alternative(s). Plan components should reference and/or demonstrate Best Management Practices for forest management.

This document was reviewed and approved by DOJ on August 23, 2023