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# Arizona Department of Forestry and Fire Management



## Community Wildfire Protection Plan Grant Program (CWPPG)

### ARIZONA FY2019 REQUEST FOR GRANT APPLICATIONS

#### Application Deadline:

Applications must be received by email at:

[grants@dffm.az.gov](mailto:grants@dffm.az.gov)

No Later than: May 31, 2019 by 5:00p.m.

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# Arizona Department of Forestry and Fire Management

## Community Wildfire Protection Plan Grant

### 2019 Grant Guidelines

#### Introduction

A Community Wildfire Protection Plan (CWPP) describes the wildfire hazards and mitigation measures for a community. Completing and implementing a CWPP is important for residents of Arizona's wildfire prone areas to address the wildfire threat. A CWPP is a critical tool required to obtain hazard mitigation grants through the National Fire Plan, FEMA mitigation grants, and others. Under the Healthy Forest Restoration Act (HFRA) of 2003, communities that seek grants from the federal government for hazardous fuels reduction work are required to prepare a CWPP. Furthermore, the purpose of a CWPP is to “reduce wildfire risk to communities, municipal water supplies, and other at-risk Federal land through a collaborative process of planning, prioritizing, and implementing hazardous fuels reduction projects.”<sup>1</sup>

Arizona Department of Forestry and Fire Management (DFFM) with funding provided by the Bureau of Land Management (BLM) is soliciting project proposals from **\$5,000** to **\$10,000** to update current or create new CWPP's.

#### Program Objectives

There are several great reasons to develop a Community Wildfire Protection Plan. First and foremost, a successful CWPP provides a community with a set of objectives and actions specifically designed to address the threat of wildfire. These objectives and actions can help:

- Enhance public safety
- Improve community sustainability
- Protect ecosystem health
- Raise public awareness of wildfire hazards and wildfire risk
- Educate landowners on how to reduce home ignitability
- Build and improve collaboration at multiple levels

The minimum requirements for a Community Wildfire Protection Plan as described in the HFRA are:

- **Collaboration:** A CWPP must be collaboratively developed by local and state government representatives, in consultation with federal agencies\* and other interested parties.
- **Prioritized Fuel Reduction:** A CWPP must identify and prioritize areas for hazardous fuel reduction treatments and recommend the types and methods of treatment that will protect one or more at-risk communities and essential infrastructure.
- **Treatment of Structural Ignitability:** A CWPP must recommend measures that homeowners and communities can take to reduce the ignitability of structures throughout the area addressed by the plan.

*\* Federal agencies are involved in the CWPP process if U.S. Forest Service or BLM lands exist in the county.*

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<sup>1</sup> H.R.1904, 'Healthy Forests Restoration Act of 2003', 108<sup>th</sup> Congress of the United States of America, <https://www.govinfo.gov/content/pkg/BILLS-108hr1904enr/pdf/BILLS-108hr1904enr.pdf>

Further, the final CWPP must be approved via signature from:

- A representative of the applicable local government;
- The chief of the local fire department/district; and
- The State Forester.

## Eligible Applicants

- Communities\*/Counties with current CWPP's that need to be updated or revised.
- New communities looking to create a CWPP.

*\*Community - a group of homes and other structures with basic infrastructure and services (such as utilities and collectively maintained transportation routes) within or adjacent to BLM land.*

## Fundable Projects

Projects for updating or creating new CWPPs will only be funded if they are adjacent to BLM land. Adjacency is defined as within 2 kilometers (1.24 miles).

Proposals should identify how planning, coordination, mapping, prioritization, and evaluation will be accomplished for the duration of the project.

## Grantee Responsibilities

### Non-Federal Match

There are no matching funds required for this grant.

### Grant Requirements

Applicants should have the project managed by a professional who has experience with projects similar in scope to a CWPP. Grantees must obtain a tax ID and DUNS number prior to the grant activation date in order to be eligible to receive funds.

Grant applications should describe the problem/issue and specific, measurable project goals. Applicants must include a scope of work, budget, and deliverables. Strong applications will include a realistic project timeline and budget. All grant project work must occur by December 31, 2020.

### Grant Reports and Reimbursement Requests

Applicants that receive a grant will need to appoint a specific representative to manage the grant and fiduciary responsibilities. Grant recipients are required to submit reimbursement forms and documentation of all expenditures along with quarterly reports. A final accomplishment report is required within one month of the grant termination date.

**Any reimbursable costs accrued prior to a signed agreement with the State Forester will NOT be eligible for reimbursement.**

All applications will be scored based on the following:

Is the grant request for updating or creating a new CWPP?	Yes = Eligible for scoring	No = Ineligible
Is the project area within 2 kilometers (1.24 miles) of BLM land?	Yes = Eligible for scoring	No = Ineligible
Is the problem and project area clearly identified?		Score = 1-10
Is the project methodology clearly identified and well thought out? (Is there a defined project strategy? Is it clear who is performing the work and how?)		Score = 1-10
How well does the project meet the grant goals and objectives? (Does the project clearly demonstrate measurable objectives?)		Score = 1-10
Is the proposed project achievable in the requested period and budget? (Is it clear how the requested grant funds will be spent?)		Score = 1-10
Does the project show collaborative elements and partners? (Are partners listed and shown to be a part of the project?)		Score = 1-10

## State Responsibilities

### Provide Technical Assistance

DFFM will provide a point of contact for each awarded grant project. The point of contact will provide, or coordinate expertise and offer recommendations to properly format and build a CWPP. This person or a grant specialist will review all reimbursement requests, quarterly reports, and be the main contact for DFFM.

### Reimbursement

DFFM will coordinate funding from the BLM and reimburse grantees after eligible expenses are incurred and documented.

### Site Visits / Meetings

Prior to funding proposals, DFFM personnel may prefer to conduct a site visit and review the current or proposed CWPP. DFFM will also attend any public or cooperator meetings that take place in preparation or during the update of the CWPP.

## Application Details and Due Date

**The 2019 Community Wildfire Protection Plan Grant Program application must be filled out and submitted no later Friday, May 31, 2019.**

The Grant Guidelines and Application Form can be found at [dffm.az.gov](http://dffm.az.gov) under the “grants” tab.

Proposals received after Friday, May 31, 2019 will **not** be accepted.

**For questions contact:**

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