

Arizona Department of Forestry and Fire Management

2022 Western Bark Beetle Initiative Grant Program

Q&A

1. How do I apply?

The 2022 Western Bark Beetle Initiative Grant application must be submitted at https://gn.ecivis.com/GO/gn_redir/T/j76ngrcn7sxh. The online application should be filled out and submitted no later than **11:59 PM on November 14, 2022**. Proposals received after this date/time will NOT be accepted.

2. Who are eligible applicants?

- Units of Local Government (counties, municipalities, cities and towns)
- Non-Profit Organizations 501(c)3
- Public educational institutions
- Neighborhood associations are also eligible if they work through or in conjunction with one of the above groups.

Project approval is needed by the authorized representative of the local governing body, organization, or institution applying for the grant.

3. How much match must be contributed by the sub-recipient?

WBBI Grant applications require a minimum 10% match. This means that 90% of the grant project can be grant funds, and 10% needs to be match. See examples below:

Amount Requested (90%)	Minimum Match Requirement (10%)	Total Project Cost (100%)
\$10,000	\$1,112	\$11,112
\$20,000	\$2,223	\$22,223
\$50,000	\$5,556	\$55,556
10% Match = (Amount Requested *.1)/.9		

Match must be contributed by the applicant from sources other than the Federal Government. No grant funds will be distributed until a signed grant agreement is in place and all project expenditures and match have been incurred and properly documented.

4. What are the matching funds requirements? The grantee’s share of the match may be in the form of cash and/or in-kind contributions.

- Cash purchases are direct, out-of-pocket expenditures for eligible project activities that are supported by paid invoices, cancelled checks, signed receipts, or official payroll records.
- In-kind contributions include on-hand supplies, third party donations of supplies or equipment, the value of time, professional services obtained through competitive bidding at the professional rate, or time spent by employees or volunteers on eligible project activities. Volunteer time may be valued at the local market rate for equivalent work. Hourly rates for volunteers exceeding \$20 per hour will require specific support documentation for justification and approval.

5. What are some ineligible costs?

Ineligible costs include overhead greater than 10% of the project. The purchase of equipment

\$5,000 or greater is not eligible. Food and beverages are not allowed.

6. How much does treatment typically cost?

Treatment costs typically range from **\$500-\$1,500/acre** and are based on the sum of the dollar amount requested for reimbursement as well as match.

7. How many acres must be treated?

A minimum of **10 acres** (contiguous preferred) must be treated. Minimum and maximum grant request is **\$10,000** and **\$70,000** respectively.

8. Where can treatments be applied?

Treatments can **only** be applied on Non Federal Lands (Private, State, County, Municipal, etc.).

9. What reports are required?

- Quarterly reports are required of the grantee. If no activity has occurred within the quarter, a report is still required stating “no work was completed during this time”.
- A final closeout report and site visit conducted by Arizona Department of Forestry and Fire Management personnel is also required at the end of the project.

10. What is the Payment Process?

Payment will be made only after expenses are incurred, documented and reported by the sub-recipient organization. Approved project expenses will be supported by source documentation such as canceled checks, paid bills, payroll records, time and attendance records, contracts, etc. Reimbursement of funds, once approved by DFFM, may take 30-60 days. Additional instructions will be provided about the reimbursement process after grant funds have been awarded.

11. Should funding source be acknowledged?

The Arizona Department of Forestry and Fire Management shall be acknowledged in all publications, audiovisuals, and electronic media pertaining to a WBBF project. This program is funded by the USDA Forest Service, therefore they must also be acknowledged in all publications, audiovisuals, and electronic media.

The following statement must be included, in full, in any printed, audiovisual, or electronic media for public distribution:

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Definitions

Contiguous – Lots or parcels where forest land is adjacent to each other.

Forest Management or Stewardship Plan – A written document establishing direction and goals for the management of a specific forest land area. The following link provides more information: <https://dffm.az.gov/forestry-community-forestry/stewardship>

Hazard Tree – Any tree or tree part(s) that poses a high risk of failure or fracture that causes damage to property or injury to people.

Wildland Urban Interface – The line, area, or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuel.

For Additional Information, Please Contact

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