DNR Solicitation:
RFP 17-50
Landscape Scale Restoration Letters of Interest

Funds for this project are through a grant made available from the United States Department of Agriculture, Forest Service

PERIOD OF PERFORMANCE
June 2018 - June 2021

PROJECT NAME
Landscape Scale Restoration Grant Program Projects

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LINKS TO FURTHER INFORMATION
Previously funded grants:
https://www.forestrygrants.org/westernLSR/
Washington's Forest Action Plan:
http://stateforesters.org/forest-action-plans/washington
National and Regional Program Guidance:
http://wflccenter.org/state-private-forestry/spf-grants/

APPLICANT ELIGIBILITY
This procurement is open for state and local government agencies, tribes, non-profit organizations, and educational institutions.

RFP CONTACT
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Washington State Department of Natural Resources

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DUE DATE & TIME
March 10, 2017
4:30 pm (PST)

1. INTRODUCTION

1.1 Purpose and Background

The Washington State Department of Natural Resources (DNR) solicits Landscape Scale Restoration Projects (LSR) that address priorities identified in Washington's Forest Action Plan and the national themes of conserving working forests, protecting forests from threats and/or enhancing public benefits from trees and forests.

U. S. Forest Service State and Private Forestry (S&PF) programs fill an essential role in ensuring that non-industrial forestlands and urban and community forests are healthy and productive in their delivery of ecosystem services, including clean air and water, flood control, species habitat, and carbon sequestration. The US Forest Service Landscape Scale Restoration Competitive (LSRC) process, allocates a certain percentage of S&PF funding for landscape scale projects addressing national themes (see below) and state Forest Action Plan priorities. DNR is requesting LSR projects that can address one or more of the national themes as well as priorities found in the Washington Forest Action Plan.

The national themes for the LSRC process are:

Conserving and managing working forest landscapes for multiple values and uses.
Actions under this theme are directed towards: 1) reducing the rate of conversion of forested landscapes to other uses; and 2) informing decisions about which landscapes should be conserved as working forests to optimize public benefits for current and future generations.

Protecting forests from threats, including catastrophic wildfire, hurricanes, tornados, windstorms, snow or ice storms, flooding, drought, invasive species, insect or disease outbreak, or development, and restoring appropriate forest types in response to such threats.
Actions under this theme are directed at reducing threats to and restoring forest health and productivity associated with: 1) uncharacteristic wildfire; 2) insects and disease; and 3) invasive species.

Enhancing public benefits from private forests, including air and water quality, soil conservation, biological diversity, carbon storage, forest products, forestry-related jobs, production of renewable energy, wildlife corridors and wildlife habitat, and recreation.
Actions under this theme are directed towards: 1) enhancing the suite of public benefits associated with trees and forests such as: clean air and water, fish and wildlife habitat, open space, outdoor recreation opportunities, renewable materials (e.g., building materials, paper products, bio-energy, medicinal products), economic attributes (e.g., employment, reduced heating/cooling costs, enhanced property values, reduced stormwater run-off, water storage and treatment costs, reduced flood risk and impacts, reduced fire suppression costs and impacts), and climate change buffering; and 2) reducing the risk to communities from uncharacteristic wildfire.

Specifically, DNR seeks projects that address the national themes as well as priority landscapes, issues, areas, or strategies identified in the Washington Forest Action Plan, such as:

- Seek out and employ new collaborations and relationships to address resource concerns.
- Address resource concerns across ownerships in a watershed or other landscape.
- Collaborate across agency and governmental units, including federal, state, county, municipal entities, and tribal jurisdictions.
- Integrate priorities for more efficient program delivery—for instance, develop collaborative relationships between fuels reduction and forest health restoration sections; update landowner database for effective outreach.
- Impact the accelerating rate of working forest conversion, the loss of urban trees, the declining health of private forestlands, and the increasing frequency of uncharacteristic fire in the context of climate change.

Washington's Forest Action Plan can be accessed at: http://stateforesters.org/forest-action-plans/washington.

DNR will select letters of interest from this solicitation to move forward with full proposal development for the US Forest Service Landscape Scale Restoration Competitive (LSRC) process. Selected letters will need to develop a full proposal which DNR will submit to the LSRC. DNR will work closely with selected applicants to develop strong proposals, however, funding is determined by a review committee totally independent from DNR and is contingent upon the level of funding allocated by the US Forest Service. Therefore, being selected by DNR for full proposal development is not a funding commitment.

More information on the LSRC process can found at the Western Forestry Leadership Coalition website at: http://wflccenter.org/state-private-forestry/spf-grants/

1.2 Scope of Work

Examples of authorized State and Private Forestry activities that could be included in an LSR project are:

Forest Stewardship Program
- Assisting landowners to implement forest management activities, including use of existing cost share programs where appropriate;
- Educating landowners about forest management practices and issues;
- Coordinating with partners to improve program delivery;
- Training state and partner staffs on topics relevant to program delivery; and Monitoring and reporting program implementation and effectiveness.
- Employ new outreach strategies to connect with forest landowners.

Urban and Community Forestry Program
- Assist in the development of State and local management plans for trees and associated resources in urban areas and communities, including open space and green infrastructure planning.
- Analyze data on the urban forest resource to increase public understanding of the energy conservation, economic, social, environmental and psychological values of

trees and open space in urban and community environments, including canopy assessments and resource inventories.

- Implement tree planting and demonstration projects to illustrate the value of tree cover to address climate change and to provide environmental, economic, and social benefits.
- Targeted assistance for tree planting that complements active management of the urban forest to maintain and increase tree cover for air and water quality, energy conservation, carbon sequestration, open space retention, and biomass utilization, and to develop resiliency under the threat of invasive species, fire, and storm events.
- Expand knowledge and enhance the technical skills of individuals involved in tree care, other arboricultural practices; and planning, development and maintenance of urban and community trees and forests.
- Assist State and local organizations in coordinating and conducting urban and community forestry projects and programs.

Cooperative Lands Forest Health

- Detect, identify, and evaluate population trends of pests known to cause serious damage, the impact of biotic or abiotic agents, and the cause of health problems on tree species or sites of concern.
- Manage forest pests through integrated methods. Treatment of pests should be a minor component of the scope of work as no more than 20 percent of total Cooperative Lands Forest Health funds may be used for these activities.

Prohibited Activities

- **Construction** is not an allowable cost (grant or match) under current S&PF Program Authorities or cost principles, **with the exception of restoration or green infrastructure projects.** Projects that involve requests for funds and/or provides match for construction of new buildings or roads are not eligible. Construction activities completed by private companies and/or state agencies may apply as leverage (not S&PF component or match).
  Projects that involve restoration activities (e.g., stream bank stabilization, stream crossing enhancement, and fencing) with a direct benefit to the forest and/or wildlife habitat, and still meeting requirements, may be funded through Rural Forestry Assistance Authorities, which are included in the LSR authority. Green infrastructure (GI) activities associated with planting and maintaining trees in urban landscapes on non-federal public land for public benefit, or on private land as part of a demonstration project where a clear public benefit exists are eligible for funding. Example GI activities include (but are not limited to) tree planting, curb cuts to direct water into planted beds with trees and shrubs, installation of pervious pavers or grates to allow water and oxygen to infiltrate into tree planting sites, removal of small sections of pavement when creating or expanding tree planting sites including rain gardens or bioswales.
- **Work on Federal Land** cannot be paid with S&PF funds. Project activities can occur on federal lands, however, grant funds cannot be spent on federal lands. Project coordination with US Forest Service or other federal agency is highly encouraged to leverage impacts across ownerships.
- **Purchasing of land** is not an allowable cost with grant funds or the use of partner purchase of land as match.

- **Purchase of special purpose (technical) equipment greater than $5,000** is not allowable without prior approval by the awarding agency office (USFS Region). Purchase of equipment less than $5,000 is allowable without prior approval by the awarding agency office.
- **Research-related activities** are not allowable costs. Research involves testing a new theory or hypothesis. The end product may be a new model that the researcher will be publishing. On the other hand, monitoring, technical transfer, education, and outreach activities can be included in the proposal, and a research entity could be included as a partner, with their contribution leveraged in the larger project proposal, but not within the S&PF funded component (federal dollars and associated cost share).

1.3   Minimum Qualifications

Applicants must be state or local government agencies, tribes, non-profit organizations, or educational institutions. A minimum 1:1 match is required by the applicant.

1.4   Funding

Funds for projects will be distributed by USFS to DNR and disbursed to partner organizations named on funded proposals by DNR. Maximum project funding is two hundred forty thousand dollars ($240,000.00) per project. A minimum 1:1 match is required by the applicant.

1.5   Period of Performance

The period of performance of the contract(s) resulting from this RFP is estimated to be for **06/01/18** to **6/30/21.** Proposals can be submitted for projects lasting from one to three years.

SECTION 2 - GENERAL INFORMATION

2.1   RFP Coordinator

The RFP Coordinator is the sole point of contact in DNR for this procurement. All communication between the Applicants and the DNR shall be with the RFP Coordinator, as follows:

Name	Linden Lampman
Mailing address Street Address	1111 Washington Street SE MS 47037
City, State, Zip Code	Olympia, WA 98504-7037
Phone Number	(360) 902-1703
FAX Number	(360) 902-1757
E-Mail Address	linden.lampman@dnr.wa.gov

Communication with individuals other than the RFP Coordinator will be considered unofficial and non-binding on DNR. Applicants are to rely on written statements issued

by the RFP Coordinator. Communication directed to parties other than the RFP Coordinator may result in disqualification of the Applicant.

2.2   Estimated Schedule of Activities

Letters of Interest due to DNR	March 10, 2017 @ 4:30 pm PST
DNR evaluates Letters of Interest	March 24, 2017
DNR notifies applicants which letters are selected for full proposal development	March 31, 2017
Full proposals due to DNR	June 2, 2017 @ 4:30 pm PST
DNR reviews full proposals	June 5, 2017
DNR announces final three proposals for submission to LSRC process	June 14, 2017

Note- DNR reserves the right to revise this schedule

A panel of qualified evaluators including DNR staff, will select the successful proposals. Of these, DNR will select five (5) candidates to draft full proposals. Of those, DNR will select three (3) for consideration by federal grant-making authorities. The final decision will be at the State Forester's discretion.

2.3   Submission of Letters of Interest

Applicants are encouraged to submit their materials to the RFP coordinator listed in section 2.1 as an email attachment, but may choose hand delivery or postal mail. In the case of postal mail, applicants are encouraged to send a certified letter.

Documents, however delivered, must arrive at the DNR no later than 4:30 pm, local time, on the date specified in Section 2.2 above.

Applicants should allow for normal mail delivery time to ensure timely delivery of their proposals to the RFP Coordinator. The Applicant assumes the risk for the method of delivery they choose. DNR assumes no responsibility for delays caused by a delivery service.

SECTION 3 – PROPOSAL CONTENTS

Proposals must provide information in the same order as presented in this document with the same headings.

Project Proposal Section

Applicants are required to submit one (1) copy of their letter of interest. The letter of interest must be signed by an official authorized to enter into an agreement with DNR and other partners. The materials should include:
1. **Point of contact** information for submitting entity, including name, phone number, address, and email address.

2. **Project Narrative**, not to exceed 1,000 words which includes the following information. Please organize and label each section using the following bolded headings:
   - **Landscape Context/Goals and Objectives:** Clearly describe the project landscape and what resource concerns the project will address. Describe the project's goals and objectives and how do these relate to the national themes and priorities in the WA Forest Action Plan.
   - **Activities:** Clearly describe what activities will be accomplished and how these will achieve your goals and objectives. Specifically state what activities will be completed with grant funds and what will be accomplished with match or leverage funds and who will do the work.
   - **Deliverables and Outcomes:** What are the project deliverables and how do these relate to your activities and goals and objectives? How will success be evaluated?
   - **Collaboration:** Strong partnerships are key. Describe project partners, their project responsibilities and financial contributions to the project. Please describe if this is a new or existing partnership.
   - **Forest Action Plan:** Clearly describes the need for the proposed project and how relates it to one or more priority landscapes, issues, areas, or strategies identified in the Washington Forest Action Plan. (http://stateforesters.org/forest-action-plans/washington)
3. **A draft budget**, including required 1:1 match. Cash vs. in-kind match should be delineated.
4. **A simple map** showing the project area's location in Washington State, if applicable.
5. **Relevant Experience**: Briefly (not to exceed 250 words) describe your organization and any experience that is relevant to the proposed project.

Note: Information and/or documents not listed above should not be included with your Letter of Interest as it will not be evaluated.