



Department of
Environmental
Conservation

REQUEST FOR APPLICATIONS

2021 Regenerate NY Forestry Practices Cost Share Grant Program (Round 1)

Open Period Begins: Wednesday, May 5, 2021

NYS Grants Gateway ID

DEC01-RNY1-2021

Available NYS Grants Gateway Training Webinar Information:

Topic: NYS DEC Forestry Cost Share Program 2021 Application Webinar and Grants Gateway Instruction

Date: Friday, May 21, 2021

Time: 10:00AM, estimated 2 hours

Meeting Number: 185 832 2136

To join the online meeting (Now from mobile devices!)

1. Go to <https://meetny.webex.com/meetny/j.php?MTID=m9324bfff9a676ca69f9c1555312f58a5>

2. If requested, enter your name and email address.

3. If a password is required, enter the meeting password:

4. Click "Join".

5. After you join the webinar, you will see a button to join the audio conference from your phone.

NOTE: The phone conference may be muted when you join, and you may not hear any sounds until the presenter begins at 1:30 PM
For assistance: please contact the Grants Gateway help desk at grantsgateway@its.ny.gov or 518-474-5595

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I. Introduction

Welcome to Round 1 of the Regenerate NY Forestry Practices Cost Share Grant Program! The goal of these grants is to establish successful forest regeneration on private forestland within New York State, in response to the need to regenerate private lands.

The New York State Department of Environmental Conservation (DEC) is pleased to announce available New York State Environmental Protection Fund (EPF) funding for qualifying, private forestland owners. Funds are to provide cost share reimbursement payments to forestland owners that implement approved forestry practice(s) that establish and/or protect tree regeneration on their forestland.

This is a reimbursement cost share grant program. **All costs must be incurred by Landowner or fiscal sponsor prior to reimbursement. Please note reimbursement can take up to 30 days from receipt by DEC.**

1. Timetable of Key Events

Event	Date
Application Period Begins	Wednesday, May 5 th , 2021
Grants Gateway Training Webinar and Program Informational Session (see details below)	Friday, May 21 st , 2021 at 10:00A.M.
Question and Answer Period Ends	Wednesday, October 6 th , 2021, 5:00 P.M., EST.
Applications Deadline	DEC withdraws this request for applications, the funds are exhausted, or Friday, October 8 th , 2021, 3:00 P.M. EST, (whichever comes first)
Award(s) Announced	Rolling

2. Inquiries and Designated Contact Information

For general information on this program contact:

Jason Drobnack, DEC Program Coordinator, Private Lands Forestry

Contact Information: RegenNY@dec.ny.gov

Include **“2021 Regenerate”** in the subject line of the email. Questions regarding this grant opportunity will be accepted by the Department until October 6th, at 5:00 PMEST. All questions and answers will be uploaded in the NYS Grants Gateway for all applicants to view.

For information about pre-qualification, registration and additional assistance with Grants Gateway, contact: Grants Reform Team: Phone: (518) 474-5595, Email: <https://grantsmanagement.ny.gov/get-prequalified>

3. Application Submission

All applicants must apply through the NYS Grants Gateway <https://grantsmanagement.ny.gov/apply-grant>. This includes answering all program questions and uploading completed and required program documents and forms. Paper applications will **NOT** be accepted. **All applicants must be registered with Grants Gateway to submit an application** <https://grantsmanagement.ny.gov/grantee-documents>. **This includes submission of a substitute W-9 form, and a notarized Grants Gateway registration document. Processing time can take up to 2 weeks. Applicants will not have access to the Grants Gateway until they have fully registered.**

Instructions on how to submit an application in the NYS Grants Gateway are available at: <https://grantsmanagement.ny.gov/system/files/documents/2018/11/vendor-user-manual-final.pdf>

Applicants are strongly encouraged to finish the online application at least one week prior to the deadline, allowing time to double check that all mandatory requirements have been completed and to correct any technical errors. This grant opportunity offers a rolling deadline, expiring when DEC withdraws this request for applications, funds are exhausted, or October 8th, 2021, whichever comes first. Applications submitted after October 8th, 2021 at 3:00 P.M. will not be accepted.

Generally, the eligible landowner will be the Applicant. Applicants may utilize a second party, such as their consulting forester. A fiscal sponsor may serve as Applicant, on behalf of an otherwise eligible landowner.

A note on grantee roles: Only those logged in as Grantee may work on the application. Those logged in as a **Grantee Contract Signatory or a Grantee System Administrator can submit the application to the State.**

GRANTS GATEWAY APPLICATION AND ROLES: The Grants Gateway allows for several “permission levels” or “roles.” Roles cannot be merged. If an individual requires multiple roles, they will receive a separate account login for each role.

See summary of roles:

“**Grantee**” role can initiate, edit, or save a grant application. This user can Not submit the application.

“**Grantee Contract Signatory**” role can initiate, edit, save, and submit (sign) a grant application.

“**Grantee System Administrator**” role can initiate, edit, save, and submit (sign) a grant application.

“**Grantee Delegated Administrator**” role creates users and assigns roles. This user can NOT initiate an application.

Each grantee organization is required to have **at least one** Grantee Delegated Administrator, for the purpose of creating other user accounts. Generally, for this opportunity, the landowner will be the Grantee Delegated Administrator

Each grantee organization is required to have **at least one** Grantee System Administrator or a Grantee Contract Signatory, for the purpose of submitting the application for review, and for signing the contract should the grantee receive an award. Generally, for this opportunity, the landowner will serve as the Grantee System Administrator or the Grantee Contract Signatory

Applicants may elect to establish a second party with the Grantee role. The Grantee role has capabilities limited to creating, editing, and saving the grant application. Grantees are not able to submit the application. This is an ideal role for the consultant forester. Ideally, the consultant forester working for the landowner will serve in the Grantee role.

NOTE: the costs related to developing and submitting an application are not reimbursable.

Please visit the Grants Management website (<https://grantsmanagement.ny.gov>) or by email at: grantsreform@its.ny.gov. The Grants Management help desk/hotline can be reached at (518) 474-5595.

PLEASE DO NOT DELAY IN BEGINNING AND COMPLETING THE GATEWAY REGISTRATION PROCESS.

THE STATE RESERVES 5 DAYS TO REVIEW SUBMITTED REGISTRATION APPLICATIONS. REGISTRATION APPLICATIONS SUBMITTED TO THE STATE FOR REVIEW LESS THAN 5 DAYS PRIOR TO THE 2021 REGENERATE NY DEADLINE MAY NOT BE CONSIDERED.

APPLICANTS SHOULD NOT ASSUME THAT THEIR REGISTRATION APPLICATION INFORMATION WILL BE REVIEWED IF THEY DO NOT ADHERE TO THIS TIMEFRAME.

II. Applicant Eligibility

For the purposes of this grant program, the following entities are considered eligible applicants:

- (1) Any individual, partnership, for profit entity or not-for-profit entity that owns in fee forestland, or land suitable for establishing forest, that is between 10 and 1,000 acres.
- (2) Any not-for-profit (NFP) applying as a fiscal sponsor on behalf of an otherwise eligible applicant.

Ineligible Locations - Lands owned by the state, county, city or any other municipality or governmental entity are not eligible for this opportunity.

For this grant opportunity, a NFP is subject to New York State's Not-For-Profit Corporation Law, is qualified for tax-exempt status under Section 501(c)(3) of the Federal Internal Revenue Code, has an IRS 501(c)(3) determination letter to be incorporated in New York State and is current in their charities reporting requirements with the Office of the Attorney General.

A fiscal sponsor Applicant is a New York State not-for-profit organization that applies to DEC on behalf of a landowner that may not otherwise possess the knowledge, skills, and /or track record to successfully implement a project. In such cases, a letter substantiating the support and approval of the eligible Landowner of the subject Property must be uploaded to the Grants Gateway in a single PDF under the Program Question #3 - Applicant Type, authorizing the fiscal sponsor to apply. The fiscal sponsor accepts responsibility to serve as a fiscal conduit for a DEC-funded project, receiving and disbursing funds related to the grant, and

administering the requirements throughout the DEC grant process, including final reporting of grant activity. A fiscal sponsor assumes responsibility for the project application, performance of work consistent with this RFA, and the State of New York Master Contract for Grants. III. Grant Opportunity General Information and Conditions

1. Funding

Up to \$450,000 is available for Regenerate NY Forestry Cost Share Practices 1-4 (Round 1). Should newly appropriated funding become available, the Department may make additional awards to fund applications received in this grant round. Funding for this grant opportunity is provided from the New York State Environmental Protection Fund.

2. Proposed Project Timeframes

All projects must have defined objectives, tasks, and deliverables accounted for in performance measures that can be completed and invoiced within a three-year contract term. Applicants should not begin their projects or incur costs until a Master Contract for Grants (MCG) or Letter of Agreement (LOA) has been fully approved by DEC, and if applicable, approved by the Attorney General and the State Comptroller. Project maintenance and monitoring required after project completion will be undertaken by the awardee at his/her expense.

Prior to a MCG completion, awardees will be asked to submit insurance certificates appropriate for the project, including Workers Compensation and Disability (or exemptions). For projects that are performed by the Awardee and not contracted out, liability insurance may be requested.

Awardees must submit semi-annual progress reports and may seek partial expense reimbursement for work already completed.

The possibility of a one year, no cost time extension (NCTE) beyond the initial contract term end date will be determined by the Department based upon written justification from the Grantee. However, applicants should not submit an application if they do not anticipate their project can be completed within the specified contract term (3 years).

The activity for the request must fall within the contract term. Project expenditures prior to MCG or LOA start date and after the MCG end date are not eligible for reimbursement or match.

3. Rolling Award Announcement

Applications may be submitted in Grants Gateway starting on Wednesday May 5th, 2021. The application will then be evaluated for eligibility. As a component of Eligibility, a DEC forester will contact the applicant to arrange a site evaluation visit. If the application is deemed eligible, the application will then be evaluated for a possible award and approved in a timely manner. Applications will be evaluated until funding is exhausted, withdrawn, or the rolling award application date of October 8th, 2021, 3:00 P.M. EST is reached.

4. Minimum and Maximum Award Amounts

- Applicants may request a minimum grant amount of \$3,000, up to a maximum amount of \$50,000 per application during Round 1.

- Applicants are encouraged to request the amount of funding they deem appropriate and reasonable for their project and are prepared to pay out of pocket while awaiting reimbursement. Please be aware that the reimbursement timeframe is up to 30 days.

5. Application Limit

Applicants may submit up to a total of two applications, for separate locations, during Round 1. Multiple practices can take place on the same location under one application.

6. Eligible Practice Locations

Practices must be implemented on private forestland ownership of at least 10, but no more than 1,000, contiguous acres within New York State. Applicants are required to upload a map of the project area in Grants Gateway as part of the required "Work Plan" Hand-drawn maps will not be accepted.

7. Tax Implications

Applicants / landowners are encouraged to contact their tax professional regarding any potential implications for income, property, or any other possible taxes associated with the acceptance of this grant, completion of work and reimbursement by New York State.

8. Match Requirement and Expenditures

Match is the portion of the project not paid for with grant funds. Applicants must match twenty-five percent (25%) of the grant amount. This is equivalent to 20% of the approved total project cost, allowing up to 80% of the project to be grant-funded. For example, a \$10,000 project would have a maximum grant amount of \$8,000. A \$25,000 project would have a maximum grant amount of \$20,000. Within this ratio, match will always be 25% of the grant amount. Note that the Grants Gateway expenditure budget form automatically calculates and the Department tracks match as a percentage of the grant amount. Eligible sources of match funds cannot come from other NYS or federal funding sources. Applicants will be required to provide the sources of all matching funds using the Match Worksheet in the Grants Gateway.

Match can be from local and/or in-kind contributions. Local sources can include funding from other non-state and/or non-federal grant sources or from project partners. In-kind contributions are non-cash donations provided by non-state and/or non-federal third parties which can include salary, equipment, supplies, services, and other expendable property. Matching share contributions must support the objectives outlined in the practice plan.

Match in excess of 25% may be added for the applicant's own budget planning but it does not need to be accounted for or reported on for reimbursement.

9. Debriefing Request

In accordance with Section 163 of the NY State Finance Law, the Department must, upon request, provide a debriefing to any unsuccessful applicant that responded to the RFA, regarding the reasons that the application submitted by the unsuccessful applicant was not selected for an award. An unsuccessful applicant wanting a debriefing must request a debriefing in writing, within fifteen calendar days of receipt of the notice that their application did not result in an award.

10. Department of Environmental Conservation Oversight

The Department of Environmental Conservation reserves the right to:

- Award additional and available funding for projects consistent with these grant opportunities.
- Make an award, in whole or in part, in accordance with the method of award, or withdraw the RFA at any time at the DEC's sole discretion.
- Award a portion of a grant request based on the proposed work plan included in the application and ineligible project-related costs.
- Monitor the progress of all grant awards and withdraw grant funding if the grantee fails to make significant and timely progress on the project or fails to receive the necessary permissions and permits for the project.
- Disqualify any applicant whose conduct and/or proposal fails to conform to the requirements of the RFA.
- Rescind an award in the event a grantee fails to negotiate a grant contract with DEC within 60-90 days of a grant award
- Seek clarification from an applicant to effectively evaluate a project proposal.
- Waive application requirement(s) if they cannot be met by any of the applicants.
- Reject any or all applications in response to the RFA at the Agency's sole discretion.

IV. Application Evaluation and Selection

Applications will be reviewed for applicant and project eligibility on a pass/fail basis. Applications that fail one or more of the following eligibility criteria will be disqualified. Upon completion of eligibility review, including a DEC field visit, the application will be given a pass or a fail score. Awards will be given to applications receiving a pass score in the order they are received in the Grants Gateway, based on the earliest submittal date and time recorded in the Grants Gateway, until DEC withdraws this request for applications, funds are exhausted, or October 8th, 2021, 3:00 P.M. EST, whichever comes first. A project submitted as the subject of an application that is disqualified may be re-submitted in a new application, only if the disqualifying factors can be ameliorated for re-submission before the application deadline. A project submitted as the subject of an application that is disqualified may be re-submitted in a new application, only if the disqualifying factors can be ameliorated for re-submission before the application deadline.

1. Eligibility Questions

Applications will be evaluated using the pass/fail based questions below. Applications will be reviewed in the order they are received in the Grants Gateway, based on the earliest submittal date recorded in the Grants Gateway.

1. **Project Type:** Please identify the eligible practices the project will implement for the 2021 Regenerate NY Forestry Cost Share Grant Program: (A) Afforestation/Reforestation, (B) Forest Stand Restoration, (C) Competing Vegetation Control, or (D) Deer Exclosure Fencing or a combination of all. The application covers only one contiguous location.
2. **Project Summary:** Concisely summarize the work proposed and the project goals. Include only the main tasks and objectives of the project and a general description of the location. Identify presence of any rare, threatened or endangered species and provide mitigation strategies in project design and

implementation. In addition, identify presence of protected streams, wetlands and/ or waterbodies and provide mitigation strategies in project design and implementation. All projects must comply with all local, state or federal laws (see link DEC Mapper <https://gisservices.dec.ny.gov/gis/erm/>). Tasks and objectives must be appropriate for the practices specified in response to question 1. Additional detail about the tasks and objectives will be entered elsewhere in the application, in the work plan section and in response to other application questions. Applicants have the option of uploading additional materials such as forest inventory data forms, stand analysis forms or stand prescriptions forms, if desired.

When uploading more than one document, please combine all in a single.pdf file.

- a. **RNY-2-2021 Forest Stand Restoration projects only;** Best Management Practices will be planned, installed and maintained as part of project according to the New York State Voluntary Best Management Practices for Water Quality Guide. (NYSBMPGUIDELINES.COM). Must describe in the application Work Plan.

3. **Applicant Type:** Are you the owner of the property or a fiscal sponsor? Is the subject property private forestland within New York State? Proof of ownership must be uploaded in PDF format and may be in the form of tax parcel id or tax bill. If the Applicant is a fiscal sponsor, a letter of support from the property owner must be included along with their proof of ownership. **When uploading more than one document, please combine all in a single.pdf file.**
4. **Other Funding:** Projects already receiving funds from another New York State or Federal assistance program for the same activities as those being proposed in this application are not eligible to apply for funding under this RFA. Is the project already supported by funds from another New York State or Federal assistance program for the same activities as those being proposed? (NOTE: Claiming a 480(a) Forest Landowner property tax exemption is not direct assistance for these activities and is not applicable to this eligibility question.)
5. **Project Location Description Map:** What is the location of the project and overall condition of the site? Is the project entirely on private land? If the project will take place over a large area, describe the boundaries of the extent of the area where all work will take place and the site conditions of each distinct location. Applicants must also upload a map and photos identifying the project site or sites in PDF format. The map should be clearly labeled and/or referenced in a way to make it easy for application reviewers to identify the project site(s) described in your response to this question. Required elements of a map include property owners name, location, property acres, practice acres delineated on the map. No hand-drawn maps will be accepted. Include details about the photos and how they relate to the project. **When uploading more than one document, please combine all in a single.pdf file.**
6. **Project Estimates:** Informal estimates are required; Request for Quotes or going to bid are not required. Estimates must be provided for any contractor service, material order, or equipment over \$2500. Estimates should be on letterhead or in email format or as a website screen capture please. **When uploading more than one document, please combine all in a single .pdf file.**
7. **Time Frame:** Will the project be completed within a three-year time frame?
8. **Forester:** Will the project be overseen, guided, administered or completed by a forester?
9. **Field Evaluation:** DEC Forester will visit the project location as part of the application evaluation. Confirm the DEC Forester is allowed access to project area(s).
10. **Long term Support:** Has the Applicant demonstrated that this project will be supported and monitored over the next 10 years by acknowledging this responsibility and providing a monitoring schedule and estimate of potential costs associated with upkeep?

11. Sexual Harassment (Attachment S): Applicants are required to sign and upload the Sexual Harassment Prevention Certification form or upload a signed statement with their application detailing the reasons why the certification cannot be made, into the pre-submission uploads folder. If the applicant has no employees, certify the second section. Locate the Certification form in Grants Gateway Pre-Submission Uploads. When uploading more than one document, please include in a single .pdf file.

2. Eligibility Review Criteria (Pass/Fail)

1. Project Type: Did the application address an eligible practice? Pass/Fail

2. Project Summary: Is the project summary/workplan of tasks and objectives appropriate based on the proposed project type? Does the application consider rare, threatened or endangered species as well as protected streams, wetlands and waterbodies? = Pass/Fail

2a. RNY-2-2021 Forest Stand Restoration projects only; Has the applicant included a description in the Work Plan as to how the Best Management Practices will be planned, installed and maintained as part of project according to the New York State Voluntary Best Management Practices for Water Quality Guide. (NYSBMPPGUIDELINES.COM).
Yes/No=Pass/Fail

3. Applicant Type: Is the applicant an eligible private forestland owner or a non-profit fiscal sponsor, and is proof of ownership uploaded? If applicable, is property owner support letter included? Pass/Fail

4. Other Funding: The proposed project is not already receiving funds from another New York State or federal assistance program for the same activities as those being proposed in this application.
Pass/Fail

5. Project Location Description, Map and Photos: Did the applicant upload a map (and photos if required) clearly identifying the project area on private land (no hand-drawn maps)? When uploading more than one document, please include in a single .pdf file. Pass/Fail

6. Project Estimates: Has the applicant uploaded an estimate for this project? When uploading more than one document, please include in a single .pdf file. Pass/Fail

7. Time Frame: Will the project be completed within a three-year time frame? Pass/Fail

8.. Forester: Will the applicant utilize the services of a professional forester as defined in the RFA?
Pass/Fail

9. Field Evaluation: Has the applicant agreed to give a DEC Forester access to the project location?
Pass/Fail

10. Long Term Support: Has the applicant demonstrated how the project/s will be supported and monitored over the next 10 years by acknowledging this responsibility and providing a monitoring schedule and estimate of potential costs associated with upkeep? Pass/Fail

11. Sexual Harassment Prevention Certification: Has Applicant signed and uploaded the Sexual Harassment Prevention Certification form or uploaded a signed statement with their application

detailing the reasons why the certification cannot be made into the pre-submission uploads folder? If the applicant has no employees, did they certify the second section? Locate the Certification form in Grants Gateway Pre-Submission Uploads. When uploading more than one document, please include in a single .pdf file. Pass/Fail

V. Eligible Practices

Regenerate NY practices must be one of the following four practices detailed below. Each practice has different requirements as reflected in standards and specifications. Applicants should carefully review the practice information below and the pass/fail eligibility criteria contained in this RFA to avoid disqualification. Applicants must agree to maintain the practice for 10 years.

1. Afforestation/Reforestation

To encourage regeneration of forest cover of commercial tree species (as defined by the NYS Department of Taxation and Finance) through site preparation, planting, or tree shelters for the purposes of timber or fiber production and carbon sequestration. Planting is limited to non-invasive native or naturalized species and cannot be used for orchard, ornamental, nursery or Christmas tree purposes.

STANDARDS AND SPECIFICATIONS

- Practices are authorized to plant bare root or containerized seedlings and perform necessary site preparation and protection to ensure satisfactory establishment of a stand of trees for the purpose of timber or fiber production and carbon sequestration.
- Select one or more species that are suited to soil and site conditions, and appropriate for the planned purpose(s).
- At least 500 softwood seedlings or 200 hardwood seedlings or proportional combination of softwood and hardwood seedlings shall be planted per acre. Any hardwood plantings shall require protection which may include fencing or tree shelters.
- When utilizing natural regeneration to establish trees, ensure that a source of seed is present to achieve objectives. Apply soil scarification techniques at appropriate times to facilitate germination and establishment of seeds from desired species.
- Use tree planting to accomplish or supplement forest stand regeneration in locations where natural regeneration of desired species is not possible or will not meet objectives.
- Select only viable, high-quality, and adapted plant materials. Select planting stock that conforms to established seed transfer protocols within the State and complies with minimum standards accepted by the American National Standards Institute (ANSI). Do not plant any species on the Federal or State invasive species or noxious weed lists.
- Choose appropriate planting dates and handling methods to increase rates of survival. Select planting techniques and timing appropriate for soil and site conditions.
- Evaluate the site to determine if mulching, supplemental water or other cultural treatments (e.g., tree protection devices, shade cards, brush mats, etc.) are needed to assure adequate survival and

establishment. Minimize the need for supplemental water and/or nutrients by choosing site-adapted plant materials, planting methods, and planting seasons.

- Protect tree, seeded areas, and naturally regenerated areas, from unacceptable adverse impacts of pests, wildlife, livestock, and/or fire. Protect from pests, as necessary, by applying integrated pest management techniques for pest prevention, avoidance, monitoring, and suppression.
- For shorter term, rapid carbon sequestration, select species that have high-growth rates, recognizing that they are typically short-lived. For longer term storage of carbon, select plants with a long-life span, the ability to reach a large size, high-wood density, and potential for use in long-lived products. Establish and maintain a fully stocked stand.

OPERATION AND MAINTENANCE PLAN

Operation

- Supplemental water will be provided as needed to plantings.
- Select proper equipment to perform site preparation work.
- Control erosion and maintain water quality during site preparation activities.

Maintenance

- After the project is completed, the landowner is expected to maintain this practice to reach the long-term goal of establishing tree regeneration within 10 years.
- The landowner will develop a long-term maintenance and cost for the lifespan of the practice.

Monitoring

- Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan (10 years) to evaluate success. Frequently inspect the site within the first 3 years of practice establishment to address threats to tree survival (i.e. insects, disease, browsing, etc.).
- Monitoring records should be maintained by the landowner throughout the lifespan (10 years) of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

2. Forest Stand Restoration

To enhance or stimulate the regeneration of forest stands currently in a degraded or otherwise unproductive condition. Approved treatments may include silvicultural sound regeneration methods such as coppice, seed tree, shelterwood, overstory removal, strip or patch clear-cut, uniform clear-cut and group selection or a combination of these methods designed to renew degraded forest stands. Decisions on eligibility of a forest stand for this practice will be at the discretion of the DEC Regional Forester in the region where the proposed project is located and after consultation with the applicant's

professional forester. Practice size for a single clear-cut practice is limited to 39 acres or less for each submitted application.

Standards and Specifications

- Landowner objective should be stated as to create openings in the forest canopy to allow more light to reach the ground, stimulating the growth and establishment of desirable tree regeneration. Qualifying stands will have a high percentage of unacceptable growing stock (UGS). These stands will also have a sufficient likelihood of regenerating to improved growing stock within the next 10 years if this practice is applied correctly.
- Work Plans should describe the extent or size and orientation of treatment area(s). Identify and retain preferred tree and understory species to achieve all planned purposes. Use available guidelines for species and species groups to determine spacing, density, size-class distribution, number of trees, and amount of understory species to be retained. Describe the current and desired future condition of each stand that will be treated. Include the species, cover type, and size-class distribution. Stocking will be described in terms of basal area per acre, trees per acre, between-tree spacing, or by any other appropriate and professionally accepted density or stocking protocol.
- The following treatment or combination of treatments are acceptable under this practice to establish regeneration:

Even-aged Treatments

- Coppice systems
 - Shelterwood systems
 - Seed Tree system
 - Overstory Removal
 - Clear-cut (including Patch and Strip Cutting)
- Eligible Uneven-aged Treatments
 - Group Selection
 - Successful regeneration of desirable species is usually dependent upon timely application of practices.

OPERATION AND MAINTENANCE PLAN

Operation

- Prescribed forest stand treatment is implemented to practice standards.
- Best Management Practices have been planned, installed and maintained to standards put forth in the New York State Voluntary Best Management Practice for Water Quality Guide-BMP Field Guide. Must be included in Work Plan.

Maintenance

- After the project is completed, the landowner is expected to maintain this practice to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no reimbursement, if additional practices are needed to properly secure tree regeneration.
- The landowner will develop a long-term maintenance and cost for the lifespan of the practice.

Monitoring

- Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan (10 years) to evaluate success. Frequently inspect the site within the first 3 years of practice establishment to address threats to tree survival (i.e. insects, disease, browsing, etc.).
- Monitoring records should be maintained by the landowner throughout the lifespan of the practice. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

3. Competing Vegetation Control

To eradicate or limit the spread of native or exotic invasive plant species in forested environments using management practices that support the forest owner's goals for regeneration. The cost-share rate can support practices of mechanical removal or chemical control. This practice is not for orchard, ornamental, nursery or Christmas tree purposes. Chemical control is limited to 39 acres or less on for each submitted application.

STANDARDS AND SPECIFICATIONS

- Practices are authorized to enhance the regeneration of a forest stand by eradicating or reducing the spread of native or exotic invasive plant species in forested environments.
- Work plans should describe the extent or size and orientation of treatment area(s) and clearly state the goals and objectives. Describe the current and desired future condition of each stand that will be treated. Include the species, cover type, and size-class distribution. Stocking will be described in terms of crop trees per acre, basal area per acre, trees per acre, between-tree spacing, or by any other appropriate and professionally accepted density or stocking protocol. Maps and narratives detailing/ identifying areas to be treated, pattern of treatment (if applicable), and areas that will not be treated.
- For mechanical treatments, plans should describe the type of equipment, techniques or procedures to be followed and timing of treatment to achieve best results.
- For chemical treatments:
 - Plans should include:

- Acceptable chemical treatment references for containment and management or control of target species.
 - Evaluation and interpretation of herbicide risks associated with selected treatment(s).
 - Acceptable dates or plant growth stage at application to best effect control and reduce reinvasion.
 - Any mitigation, timing considerations or other factors that must be considered to ensure the safest, most effective application of herbicide.
- Application of herbicides must be done according to the label (labels attached) and manufacturer's safety instructions and in compliance with State regulations.
 - If the Grantee desires to contract for the herbicide application as part of this grant, the Grantee's Contractor must be a registered pesticide business that is currently registered with the NYS DEC and employs a certified applicator in the appropriate category (ie: Category 2). A pesticide applicator who is a holder of a N.Y.S. Commercial Applicator Permit (Category 2) must be present during the spraying operation.

Operation

- Evaluate post-treatment regrowth of target species to determine success of control. Length of evaluation periods will depend on the woody species being monitored, proximity of propagules (seeds, branches, and roots) to the site, transport mode of seeds (wind or animals) and methods and materials used. Follow up treatments may be needed to successfully complete practice.
- All of the designated area must be treated uniformly and after the herbicide application, at least 80% or more of the target vegetation stems must be dead. The effectiveness of the herbicide application will be evaluated by the DEC after June 15th during the following growing season using six-foot radius sample plots. Fern and woody species will be evaluated separately for effectiveness of the herbicide application.
- Competing Vegetation Management treatments shall be applied using approved materials and procedures in compliance with all local, state, and federal laws and ordinances.
- When herbicides are used, an Herbicide Application Plan will be submitted in the Pre-Submission Uploads Section within the Grants Gateway. A template for the Herbicide Application Plan is provided on the Grants Gateway. The plan can be developed by the forester or a contracted applicator working for the landowner.

Maintenance

- After the project is completed, the landowner is expected to maintain this practice to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no reimbursement if additional practices are needed to properly secure tree regeneration.
- The landowner will develop a long-term maintenance and cost for the lifespan of the practice.

- Following initial application, some regrowth of competing vegetation may be expected. To improve effectiveness, spot treatment of regrowth of individual plants or areas needing re-treatment should be completed.
- Review and update the plan periodically in order to incorporate new Integrated Pest Management technology and avoid the development of plant resistance to herbicide chemicals.

Monitoring

- Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan (10 years) to evaluate success. Frequently inspect the site within the first 3 years of practice establishment to address threats to tree survival (i.e. insects, disease, browsing, etc.).
- Monitoring records should be maintained by the landowner throughout the lifespan of the practice. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

4. Deer Exclosure Fencing

To protect recently established regeneration of commercial tree species from herbivory by white-tailed deer by preventing access to tree seedlings and saplings.

STANDARDS AND SPECIFICATIONS

- Work plans should describe the extent or size and orientation of treatment area(s). The materials, type and design of installed fence will meet the management objectives and site challenges. Based on objectives, fences may be permanent, portable, or temporary.
- Fences shall be positioned to facilitate management requirements. Ingress/egress features such as gates shall be planned to meet management requirements. The fence design and installation should have the life expectancy appropriate for management objectives and shall follow all federal, state and local laws and regulations.
- Height, size, spacing and type of materials used will provide the desired control, life expectancy, and management of white-tailed deer.
- Fences shall be designed, located, and installed to meet appropriate local wildlife and land management needs and requirements.
- Natural slash fences may qualify provided they meet the following specifications:
 - Fences must be designed to specific height and width to exclude deer access.
 - A gate allowing for the monitoring of the site must also be installed.
 - Deer inside the perimeter of the fence must be excluded.

Operation

- Manmade fence or natural slash fences will be installed to specifications on the acres outlined on the project map.

Maintenance

- After the project is completed, the landowner is expected to maintain this practice to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no reimbursement if additional practices are needed to properly secure tree regeneration.
- The landowner will develop a long-term maintenance and cost for the lifespan of the practice.
- Regular inspection of fences should be part of an ongoing maintenance program to ensure continuing proper function of the fence. A schedule for regular inspections and inspection after storms and other disturbance events will provide for the following:
 - Repair or replacement of loose or broken material, gates and other forms of ingress/egress
 - Removal of trees/limbs
 - Replacement of water gaps as necessary
 - Repair of eroded areas as necessary
 - Repair or replacement of markers or other safety and control features as required.

Monitoring

- A monitoring plan will be developed that identifies deliverables and the changes in the plant community that will be achieved.
- Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan (10 years) to evaluate success. Frequently inspect the site within the first 3 years of practice establishment to address threats to tree survival (i.e. insects, disease, browsing, etc.).
- Monitoring record and annual inspection reports should be maintained for the lifespan of the practice. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

VI. Eligible Budget Costs - Reimbursement and Match

1. Budget Costs Eligible for Reimbursement:

Personal Services: Salaries directly devoted to the project implementation are eligible. Itemize salaries according to job title and roles/responsibilities on the project. Grantees will be required to document time worked, tasks, pay ratio and payment. Landowners of the property where project activity will be located may charge an amount equivalent to the general NYS hourly volunteer rate calculated and reported by the organization, Independent Sector. The current (2019) rate is at <https://independentsector.org/news-post/new-value-volunteer-time-2019/>. Applicants should anticipate some landowner effort, administrative staff time or consultant expenses related to grant contract administration and reporting. This is an eligible expense, however amounts are subject to DEC approval or substitution prior to grant award.

Contractual: Costs for services rendered to the project under a written agreement with the grantee, such as consultant forester, hired equipment operator, logging companies etc.

Equipment: Costs for equipment purchase or rentals are eligible but are subject to DEC approval or substitution prior to grant award. Heavy equipment such as tractors, skidders, bulldozers, etc. will not be approved for reimbursement. Rentals are the preferred substitute whenever feasible

Other: Costs for materials and supplies directly related to the work plan. As an example, tree shelter, fencing, fertilizer, tools (up to \$2,500) and follow up spraying would be eligible costs.

2. Budget Costs Eligible for Match, but NOT Eligible for Reimbursement

Match of at least twenty-five percent (25%) of the grant amount is required. Any costs eligible for reimbursement are also eligible for match.

Donated labor, equipment usage, and/or other items: Costs that are not paid by the grantee, such as volunteer work, are not eligible for reimbursement, when used as match.

3. Budget Costs NOT Eligible for Reimbursement OR for Match

Indirect/Overhead: Costs including accounting fees, insurance, interest, legal fees rent, water, repairs, telephone bills, space/property, utilities; contingencies, and grant application preparation.

Outside contract term: Costs incurred prior to an award or prior to a contract start date or after the contract end date. A contract term start and end date will be determined by DEC at the time of an official award. Anticipate a contract start date to be approximately 60 – 90 days from the date of an official award.

Other state or federal funding: Costs paid from other state or federal funding sources are not eligible for reimbursement.

VII. Grant Application Components and Requirements

All applicants must apply through the NYS Grants Gateway. This includes answering eligibility questions, completing a proposed work plan (Appendix 2) and uploading required documents and forms. Paper applications will NOT be accepted for these grant opportunities.

Be sure to include with your application, information in accordance with the following guidance and requirements. Wherever uploaded information is required, separate pages, files, documents etc. must be combined into and uploaded in a single pdf document.

Applicants must utilize the services of a forester as defined below to develop a forestry practice plan that is required to be submitted after approval of application.

Forester:

A forester means an individual who has earned an associate's or higher degree in a program recognized by the Society of American Foresters, or who possesses qualifications for the practice of forestry essentially equivalent to those possessed by a graduate of a school of forestry in a degree program recognized by the Society of American Foresters.

VIII. What to Expect If You Receive an Award

1. Notification of Award

Applicants selected to receive a grant award will be notified by email and in an official DEC award letter.

IMPORTANT NOTE: By accepting an award, applicant agrees to abide by all Master Contract for Grants (MCG) or Letter of Agreement (LOA) terms and conditions. Any changes to the terms and conditions will not be accepted and may affect applicant's award.

2. State of New York Master Contract for Grants (MCG) – For awards above \$10,000

Applicants selected to receive a grant award will be required to execute a MCG within 60 - 90 days from the time of their award notification. Failure to submit timely required MCG documents could cause a grantee to lose their grant award. Applicants should review and be prepared to comply with all MCG terms and conditions should grant funding be awarded. The MCG and attachments can be reviewed and/or downloaded in the Grants Gateway Regenerate NY application under the "Forms Menu" screen named 'Contract Document Properties.' The MCG and attachments include:

- MCG Grants Face Page
- Standard Terms and Conditions (NYS standard terms and conditions)
- Attachment A-1 Program Specific Terms and Conditions (Agency and Program Specific Terms and Conditions)
- Attachment B-1 Expenditure Based Budget (project expense categories and detail)
- Attachment C Work Plan (project objectives, tasks and performance measures)
- Attachment D Payment and Reporting Schedule (claims for reimbursement and grant reporting provisions)

3. State of New York Letter of Agreement (LOA) – For awards \$10,000 and below

Applicants selected to receive a grant award of \$10,000 or below will be required to execute a LOA within 60 - 90 days from the time of their award notification. Failure to submit timely required LOA documents could cause a grantee to lose their grant award. Applicants should review and be prepared to comply with all LOA terms and conditions should grant funding be awarded. The MCG and attachments include:

- Letter of Agreement Terms and Conditions
- Attachment A-1 Program Specific Terms and Conditions (Agency and Program Specific Terms and Conditions)
- Attachment B-1 Expenditure Based Budget (project expense categories and detail)
- Attachment C Work Plan (project objectives, tasks and performance measures)
- Attachment D Payment and Reporting Schedule (claims for reimbursement and grant reporting provisions)

IMPORTANT NOTE: Project related costs must be incurred within the term of the MCG or LOA to be considered eligible for reimbursement or match. Contract payments will not be approved or processed by DEC until a MCG or LOA is approved by DEC. All contracts must be approved by the contract term start date of which will be determined at the time of an official award.

Applicants should be prepared to comply with the following Master Contract for Grants and Letter of Agreement Requirements:

a. Long Term Site Access

Grantees agree to provide Department staff access to the site(s) of funded projects for up to 10 years for monitoring purposes.

b. Insurance Requirements

Contractors will be required to carry appropriate insurance as specified in the MCG, Attachment A-1 Program Specific Terms and Conditions, and agree that each project consultant, project contractor and project subcontractor secures and delivers to the contractor appropriate policies of insurance issued by an insurance company licensed to do business in the State of New York. Policies must name the contractor as an additional insured, with appropriate limits, covering contractor's public liability and property damage insurance, contractor's contingency liability insurance, "all-risk" insurance and workers' compensation/disability benefits coverage for the project.

c. Permit Requirements (if applicable)

Contractors agree to obtain all required permits, including but not limited to, local, state and federal permits prior to the commencement of any project related work. The Contractor agrees that all work performed in relation to the project by the Contractor or its agents, representatives, or contractors will comply with all relevant federal, state and local laws, rules, regulations and standards, zoning and building codes, ordinances, operating certificates for facilities, or licenses for an activity.

d. Iran Divestment Act

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. By entering into a Contract, the Contractor certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerors Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additional detail on the Iran Divestment Act can be found in the MCG, Attachment A-1 Program Specific Terms and Conditions.

IX. Grant Program Payment and Reporting

Semi-Annual Progress Reports must be submitted in Grants Gateway in narrative form, no later than 30 days from the end of the period. The reports will summarize how the project progressed toward meeting project objectives and deliverables during the respective period. The following are the reporting periods for this grant program:

- January 1 through June 30
- July 1 through December 31

If the Master Contract for Grants (over \$10,000) or Letter of Agreement (under \$10,000) term date falls in the middle of a calendar quarter, the first progress report will not be due in that initial calendar quarter. Instead the first progress report will be due at the end of the following calendar quarter and will incorporate all activity from the MCG or LOA term date through the close of the first full calendar quarter.

- Project costs eligible for reimbursement and project match must be incurred between the MCG or LOA term start and end dates. Costs incurred prior to the MCG or LOA term start date or after the MCG or LOA term end date will not be considered eligible for grant reimbursement or match. Copies of supporting cost documentation (paid invoices, receipts, cancelled checks, etc.) must be approved by DEC for costs to be eligible for grant reimbursement.

- Projects already receiving funds from another NYS or Federal assistance grant program are not eligible to receive funding for the same project activities identified in this RFA.
- *Optional* - Expenditure Reports, detailed by object of expense as defined in the MCG or LOA Attachment B-1 Expenditure Based Budget, may accompany the semi-annual progress reports. These reports must correlate to vouchers submitted for payment. Approved project-required permits and permissions must be in place to submit a reimbursement request.
- Any project involving volunteer time as match will be required to report the number of volunteers and the number of volunteer hours in their expense reports, including landowner. The total number of volunteers and volunteer hours for the entire project must be reported in the final report.
- A DEC inspection will be required to confirm all work was completed in accordance with the approved project work plan prior to the final payment.
- A final report must be submitted in Grants Gateway and approved by DEC prior to the release of the final grant payment to the Grantee. The Contractor (Grantee) must submit the final report no later than 60 days after the end of the contract term. The final report should detail all aspects of the program and summarize how the use of grant funds was utilized in achieving the goals set forth in the approved MCG or LOA Attachment C Work Plan. Copies of appropriate documents and deliverables (i.e. inventory and/or management plan, photographs, outreach results) must be submitted and approved by DEC.

APPENDIX 1 – NYS DEC Service Foresters

The following people can provide professional guidance and provide work plan assistance in a geographic area.

Contact telephone numbers and regional maps: <https://www.dec.ny.gov/lands/97398.html>

Region 1

John Wernet	john.wernet@dec.ny.gov	Stony Brook
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Region 2

Tim Wenskus	timothy.wenskus@dec.ny.gov	Long Island City
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Region 3

Bob McKenzie	robert.mckenzie@dec.ny.gov	New Paltz
Matt Paul	matthew.paul@dec.ny.gov	New Paltz

Region 4

Scott Moxham	scott.moxham@dec.ny.gov	Schenectady
Don Guest	donald.guest@dec.ny.gov	Stamford

Region 5

Seth Thomas	seth.thomas@dec.ny.gov	Northville
Rich McDermott	richard.mcdermott@dec.ny.gov	Warrensburg
Christi Barber	Christi.barber@dec.ny.gov	Ray Brook

Region 6

Dan Welc	dan.welc@dec.ny.gov	Herkimer
Mike Giocondo	michael.giocondo@dec.ny.gov	Lowville
Glen Roberts	glen.roberts@dec.ny.gov	Lowville
Steve Sherwood	steven.sherwood@dec.ny.gov	Potsdam

Region 7

Daniel Sawchuck
Matt Swayze
John Graham
Paul Romanenko

dan.sawchuck@dec.ny.gov
matthew.swayze@dec.ny.gov
john.graham@dec.ny.gov
paul.romanenko@dec.ny.gov

Altmar
Cortland
Cortland
Sherburne

Region 8

Gary Koplun
Brice June
Pat Lafler
Cody Lafler

garrett.koplun@dec.ny.gov
brice.june@dec.ny.gov
Patrick.lafler@dec.ny.gov
cody.lafler@dec.ny.gov

Avon
Avon
Bath
Bath

Region 9

Nate Morey
Chris Enser
Jeff Brockelbank

Nate.Morey@dec.ny.gov
chris.enser@dec.ny.gov
jeff.brockelbank@dec.ny.gov

Buffalo
Allegany
Dunkirk

APPENDIX 2 – Attachment B – Budget and Match Sample

To complete your budget, please navigate to the budget section of the Forms Menu, and click the budget category you wish to request fund for. The applicant can supply match from a different category. Match will also need to be detailed in the Match Worksheet at the bottom of the Budget Section of the Forms Menu.

Forms

Status Page Name

Contract Documents

 [Contract Document Properties](#)

Application Information

 [Print Application](#)

 [Full Version of RFP](#)

 [Application Versions](#)

Program Information

 [Project/Site Addresses](#)

 [Program Specific Questions](#)

Expenditure Budget

 [Contractual](#)

 [> Contractual Narrative](#)

 [Travel](#)

 [> Travel Narrative](#)

 [Equipment](#)

 [> Equipment Narrative](#)

 [Other Expenses Detail](#)

 [> Other Narrative](#)

 [Expenditure Summary](#)

 [Match Worksheet](#)

Work Plan

In this example, we are requesting funds and supplying match in the Contractual Category

CONTRACTUAL

Instructions:

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once a Contractual item has been saved successfully, select the **Add** button above to add additional Contractual items.
4. Click Forms Menu to return to the navigation links.

Contractual Detail

In the Contractual Services section should include costs for services rendered to the project under a format or written agreement such as direct provision of services by contractual arrangement. If Contractual is not applicable leave this section blank.

Details

Contractual - Type/Description	<input type="text" value="Herbicide application"/>	*
Justification	<input type="text" value="Application of herbicide by contractor"/>	*

Financial

Total Grant Funds	<input type="text" value="\$8,000.00"/>	*
Total Match Funds	<input type="text" value="\$2,000.00"/>	
Match %	<input type="text" value="0%"/>	
Total Other Funds	<input type="text"/>	
Line Total	\$10,000.00	
Category Total	\$10,000.00	

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)

In the Match Worksheet, the applicant must complete all required fields.

MATCH WORKSHEET

Instructions:

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an match item has been saved successfully, select the **Add** button above to add additional match items.
4. Click Forms Menu to return to the navigation links.

Match Worksheet Detail

Provide detail on the match amounts identified in the detail worksheets. Complete the Form of Documentation Provided column and provide required matching funds documentation with the application/contract package.

Details

Source of Matching Funds *

Describe Match Source *

(I.E. Local, State, Federal, or Private)

Form of Documentation Provided

Financial

Match Amount	<input type="text" value="\$2,000.00"/> *
Line Total	\$2,000.00
Match Worksheet Detail Total	\$2,000.00
Budget Detail Match Total	\$2,000.00

[| CATEGORY TOTAL SUMMARY |](#)

The Grants Gateway will automatically calculate the match entered, and will not allow the applicant to submit the application for review if the match requirement is not met. This can be viewed on the Expenditure Summary Page.

EXPENDITURE SUMMARY

Instructions:

1. Save this form to display a roll-up of the category budget details.
2. Click Forms Menu to return to the navigation links.

Category of Expense	Grant Funds	Match Funds	Match % Calculated	Match % Required	Other Funds	Total
1. Personal Services						
a) Salary	\$0	\$0	0%	0%	\$0	\$0
b) Fringe	\$0	\$0	0%	0%	\$0	\$0
Subtotal	\$0	\$0	0%		\$0	\$0
2. Non Personal Services						
a) Contractual	\$8,000.00	\$2,000.00	25%	0%	\$0	\$10,000.00
b) Travel	\$0	\$0	0%	0%	\$0	\$0
c) Equipment	\$0	\$0	0%	0%	\$0	\$0
d) Space/Property & Utilities	\$0	\$0	0%	0%	\$0	\$0
e) Operating Expenses	\$0	\$0	0%	0%	\$0	\$0
f) Other	\$0	\$0	0%	0%	\$0	\$0
Subtotal	\$8,000.00	\$2,000.00	25%		\$0	\$10,000.00
Total	\$8,000.00	\$2,000.00	25%	25%	\$0	\$10,000.00
PERIOD TOTAL	\$0					

APPENDIX 3 – Attachment C - Work Plan Sample

Summary

PROJECT NAME:	Eradication of hay-scented fern on Rainbow and Unicorn Farm, LLC	
CONTRACTOR SFS PAYEE NAME:	Guy Smiley	
WORK PLAN PERIOD:	From:	Contract start date
		Contract end date

PROJECT SUMMARY (5000 characters):

Provide an overview of the project to be completed under this grant funding, referencing the eligibility information such as an expansion of the Project Summary, description of the location and the need for funding. Be sure to address invasive and endangered species, wetland and other circumstances to be considered. Explain the project estimate and state the long term goals and how the project will be managed over the next 10 years.

To: The application site is located on Rainbow and Unicorn Farm, LLC, a 100ac forested property located in Fern Gully, NY. The treated area of this stand consists of a total of 25 acres of northern hardwood forest delineated on the treatment map as stand 1. The topography of this site consists of slight to moderate slopes. Target vegetation consists of hay scented fern which comprises close to 75% of the estimated ground cover and is preventing desirable forest regeneration from becoming established. The aim of this treatment is to eliminate the fern to allow for natural forest regeneration to be established. A commercial harvest under a single tree selection system is scheduled for this stand in 2023.

A check for rare, threatened or endangered species revealed the presence of naval corn salad, a rare plant located on the bank of the class A protected stream, Wiggly Flow. A 50-foot protection buffer is established, and no herbicide will be applied within this buffer.

The boundaries of the treatment are shown on the map and will be delineated with flagging before inspection. Application methods will be foliar spray for fern. Broadcast herbicide on the forest understory with but not limited to either an ATV or a backpack sprayer. Hay scented fern will be treated with Accord XRT II (EPA Reg. No. 62719-517) and Oust XP (EPA Reg. No. 356-601). Herbicide application is required within the entire designated 25-acre area. The shape file for the herbicide area will be

provided upon request. Target application dates for the fern treatment are from June 15th, 2021 to August 20th of 2021. Follow up treatments may be needed. A contractor will be retained for the application of herbicides.

Organizational Capacity (4000 characters):

Describe the staffing, qualifications and ongoing staff development/training activities, and relevant experience of the provider organization to support the project

Grantee will describe how they select someone to do the work, or do the work themselves

The owner will hire a consulting forester to evaluate and mark the areas to be treated on the ground. A commercial applicator will be hired to carry out the treatment of the project area. The applicator must be a registered pesticide business that is currently registered with the NYS DEC and employs a certified applicator in the appropriate category (ie: Category 2). A pesticide applicator who is a holder of a N.Y.S. Commercial Applicator Permit (Category 2) must be present during the spraying operation.

Detail

Add more rows for objective, task and Performance Measures as needed

To count characters – Select the text block > Select Review menu > Click ‘Word Count’ option from ribbon

OBJECTIVE	TASKS Name <i>(Max. 75 char)</i>	TASK Description <i>(Max. 250 char)</i>	PERFORMANCE MEASURES Name <i>(Max. 75 char)</i>	PERFORMANCE MEASURES Description <i>(Limit based on Data Capture type)</i>
1. Name <i>(Max. 75 char)</i> : Promote regeneration of northern hardwoods <i>(Max. 250 char)</i>	a. Hire NY Licensed Pesticide Applicator	Contractor is hired	i. Initial treatment hay scented fern	25 acres of hay scented fern is treated in Stand 1. Some eradication documented.
			ii. Subsequent 2 nd or 3 rd treatment of hay scented fern	At least 80% of hay scented fern is eradicated in stand 1
			iii.	
			i.	
			ii.	
			iii.	
			i.	
			ii.	
			iii.	

APPENDIX 4 - Sexual Harassment Prevention Certification

State Finance Law §139-l requires bidders on state procurements to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training (that meets the minimum requirements of section two hundred one-g of the NYS Labor Law and Department of Labor's model policy and training standards) to all its employees.

Where competitive bidding is required pursuant to statute, rule or regulation, every bid made to the state or any public department or agency of the state must contain the following statement:

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.”

Bids that do not contain the certification will not be considered for award; provided however, that if the bidder cannot make the certification, the bidder shall provide a signed statement with their bid detailing the reasons why the certification cannot be made. After review and consideration of such statement, the Department may reject the bid or may decide that there are sufficient reasons to accept the bid without such certification.

Bidders are required to sign and submit the Sexual Harassment Prevention Certification form, (Attachment S). If the bidder cannot make the certification then a signed statement must be submitted with the bid detailing the reasons why the certification cannot be made.

Attachment S

Sexual Harassment Prevention Certification Form

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Company Name: _____
Signature: _____
Print Name and Title: _____
Date: _____

If the above certification cannot be made, the bidder must submit a signed statement below detailing the reasons why the certification cannot be made.

Company Name: _____
Signature: _____
Print Name and Title: _____
Date: _____