



Florida Department of Agriculture and Consumer Services
Bureau of Finance and Accounting

**NOTICE OF FEDERAL FINANCIAL ASSISTANCE FUNDING
OPPORTUNITY REQUEST FOR APPLICATIONS**

NICOLE "NIKKI" FRIED
COMMISSIONER

CFR 200

Funding Opportunity Number 20-DG-11083112-009

I. Overview

Recipient: Florida Department of Agriculture and Consumer Services (FDACS)

Funding Opportunity Title: Hurricane Michael and Florence Disaster Recovery Supplement, Post-Disturbance Invasive Plant Treatment Incentive Program

Announcement Type: Request for Federal Financial Assistance Applications
The Florida Forest Service is requesting applications for non-native invasive plant species treatment projects on private forest lands.

Funding Opportunity Number: 20-DG-11083112-009

Catalog of Federal Domestic Assistance (CFDA) Number: 10.664
Federal Agency Name: USDA, Forest Service

II. Federal Financial Assistance Funding Opportunity Description

Financial assistance is available to help private landowners recover forest lands impacted by 2018 hurricanes through the Forest Health Protection program authority. Financial assistance may be provided for chemical treatment of non-native invasive plant species on private forest lands located within the state of Florida. Funding priorities include projects targeting Florida Exotic Pest Plant Council designated Category I or I invasive exotic plant species and those that provide for treatment of 100% of the infestation on the property. Project technical and mapping assistance will be provided by Florida Forest Service staff during the "Evaluation of Applications" period (*see IV. Key Dates below*). Treatments will be conducted by independent contractors solicited and selected by the Florida Forest Service.

The objectives of Forest Health Protection assistance include protecting non-Federal forest and tree resources from damaging forest insects, disease causing agents and invasive plants; developing/improving forest health protection technologies and monitoring the health of our nation's forests.

III. Eligibility Information

Qualified applicants are non-industrial private landowners.

Proposed projects must occur on private lands within the state of Florida.

Proposed projects must occur in one of the following counties: Bay, Calhoun, Gadsden, Gulf, Jackson, Liberty, and Washington.

Proposed projects must occur in forested areas.

Only projects that include plant species designated as a Category I or Category II invasive exotic on the Florida Exotic Pest Plant Council's 2019 List of Invasive Plant Species will be considered. The Florida Exotic Pest Plant Council's 2019 List of Invasive Plant Species is available at: <https://www.fleppc.org/list/list.htm>.

Only one application per applicant or parcel will be considered.

IV. Key Dates

Action Item	Timeframe	Location
Notice of Federal Financial Assistance Funding Opportunity Advertisement	From 11/16/2020 To 11/30/2020	Posted electronically via: www.FDACS.gov and vendor bid system
Submission of Questions	From 11/16/2020 To 11/20/2020 5:00 P.M. EST	All questions must be submitted electronically to: Bids@FDACS.gov
Responses to Questions Posted	11/23/2020 (anticipated)	Posted electronically via: www.FDACS.gov and vendor bid system
Application Submission Deadline	11/30/2020 5:00 P.M. EST	<u>Hardcopies submissions only</u> sent to the Florida Department of Agriculture and Consumer Services- Purchasing Office
Evaluation of Applications	From 12/7/2020 To 1/1/2021	Review and evaluation of applications begins
Award Notice	1/4/2021 (anticipated)	

V. Submission Dates, Times, and Location

The submission deadline is 11/30/2020 5:00 PM EST.

An applicant is required to submit the original signed application and 3 copies of the application (copies only required if sent by postal mail or hand delivered).

An application may be sent by email, U.S. Mail, courier, overnight or hand delivered to the FDACS Purchasing Office no later than the submission deadline.

It is the applicant's responsibility to ensure application submittal at the proper place and time indicated in the notice of federal financial assistance funding opportunity. **No extensions. No exceptions.**

Hard copy applications must be received by FDACS by 5:00 P.M. Eastern Standard Time (EST), 11/30/2020. Completed hard copy application packages shall be mailed or delivered to:

Florida Department of Agriculture and Consumer Services
Purchasing Office
407 South Calhoun Street Mayo
Building - Room SB-8 Tallahassee,
FL 32399-0800

VI. Statutes and Regulations

Legislative authority for the use of Forest Stewardship program funds is provided for in the Cooperative Forestry Assistance Act of 1978, Public Law 95-313, as amended. (16 U.S.C. 2101 et seq.)

VII. Award Information

Total amount of funding available	\$312,000
Anticipated number of awards	10 to 20
Maximum grant award for a single project	\$34,999
Minimum grant award for a single project	No minimum
Period of Performance	Upon contract execution until 9/30/2021

NOTE: Initially, only the top 20 ranked projects will receive field verification visits. More projects will be considered if funding is available.

VIII. Definitions

Applicant: Entity that submits an application for federal financial assistance under this notice of funding opportunity.

Application: Complete written response of the applicant to the notice of federal financial assistant funding opportunity including properly completed forms, supporting documents and attachments.

Business hours: 8 a.m. to 5 p.m. eastern standard time on business days.

Business days: Monday through Friday, excluding federal and state holidays.

Calendar days: All days, including weekends and holidays.

Commissioner: Commissioner of Agriculture for the State of Florida.

FDACS: Florida Department of Agriculture and Consumer Services, an agency of the State of Florida.

FFS: Florida Forest Service

Forest Land/Forested: An area of land with native tree cover.

Grant Manager: An employee of FDACS, who is designated to be responsible for the monitoring and management of the assistance program.

Non-Native Invasive Species: Any plant species designated as a Category I or Category II invasive exotic on the Florida Exotic Pest Plant Council's 2019 List of Invasive Plant Species.

Vendor Bid System (VBS): State of Florida internet-based vendor information system.

IX. Cost Sharing (Matching) Requirements

Cost Sharing (Matching) is not required for this federal financial assistance funding opportunity.

X. Funding Source and/or Restrictions

FDACS reserves the right to award, or not award, assistance based on the availability of federal funds.

FDACS' obligation to pay under this assistance program is contingent upon funding by the federal agency.

Funding is available for project work initiated and completed during the award period.

Funding is subject to the amount of spending authority allocated by the Florida Legislature.

The allowability of costs shall be in accordance with the federal financial assistance cost principles applicable to the program.

XI. Cost of Preparation

FDACS is not liable for any costs incurred by the applicant in response to the notice of federal financial assistance funding opportunity.

XII. Public Records

Article 1, section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011, Florida Statutes, provides a broad definition of public record. As such, all responses to a federal financial assistance funding opportunity are public records unless exempt by law. Any applicant claiming that its response contains information that is exempt from the public records law shall clearly segregate and mark that information and provide the specific statutory citation for such exemption.

XIII. Request Application

The application is accessible by visiting <https://www.fdacs.gov/Divisions-Offices/Florida-Forest-Service/For-Landowners/Programs-for-Landowners>.

If you are unable to access the internet, a written request for the application should be submitted to:

Florida Department of Agriculture and Consumer Services
Purchasing Office
407 South Calhoun Street Mayo
Building – Room SB-8 Tallahassee,
FL 32399-0800

XIV. General Instructions for Application

The application must be complete and submitted by the deadline to be considered. Applications that fail to provide all of the required information and signature(s) will be considered non-responsive and consequently will be removed from the evaluation process.

XV. Application Components

The Florida Forest Service Post-Disturbance Invasive Plant Treatment Incentive Program Application must be used. Substitute forms will not be reviewed. Do not alter the pages unless the page indicates that it can be modified. Applications that do not include all required pages will be removed from the evaluation process.

XVI. Clarifications/Revisions

Before award, FDACS reserves the right to seek clarifications or request any information deemed necessary for proper evaluation of submissions from all applicants deemed eligible

for the program. Failure to provide requested information may result in rejection of the application. A Florida Forest Service forester or other qualified Department staff person will conduct a field visit to each applicant's property to confirm project information and prepare project maps to validate the application and determine eligibility.

XVII. Rejection of Applications

FDACS reserves the right to reject any and all applications or waive any minor irregularities when to do so would be in the best interest of the state of Florida. Minor irregularities are those which will not have a significant or adverse effect on overall completion or performance.

XVIII. DUNS

A Dun and Bradstreet Data Universal Numbering System (DUNS) number is not required for this federal financial assistance funding opportunity.

XIX. System for Award Management (SAM) Registration

System of Award Management (SAM) registration is not required for this federal financial assistance funding opportunity.

XX. Late Applications

Applications received by FDACS after the application submission deadline will not be evaluated.

XXI. Evaluation Criteria

Prior to scoring, a Florida Forest Service forester or other qualified Department staff person will conduct a field visit to each applicant's property to confirm project information and prepare project maps to validate the application and determine eligibility. Each applicant will be contacted by a Department staff person to schedule the on-site field visit. The Department will attempt to schedule the on-site field visit once via telephone or email. If the applicant does not return the Department's phone call or email within seventy-two (72) hours (exclusive of weekends and state holidays) of the time of the Department's phone call or email, the applicant will be rejected as non-responsive and their application will not be evaluated.

An initial review of all applications will be completed and applications failing to provide all required information will be removed from consideration.

Each project will be evaluated and scored based on the criteria listed below. A total of 75 points may be assigned to a project.

Size: Up to 25 points will be awarded based on the acreage of the project:

- 0 acres – 49 acres = 15 points
- 50 acres – 100 acres = 25 points
- 101 acres or more = 5 points

Plant Species: Up to 25 points will be awarded based on the primary non-native invasive plant species to be treated.

- Japanese Climbing Fern = 20 points
- Cogon Grass = 25 points
- Chinese Privet = 25 points

- Chinese Tallow = 20 points
- Kudzu = 15 Points
- Any other FLEPPC Category I or II species = 5 points

Accessibility: Up to 25 points will be awarded based on the accessibility of infested areas.

- 100% of the infested area is accessible = 25 points
- Less than 100% of the infested area is accessible = 0 points

The scores for each factor will be added to obtain a total score for each application. Funding will be awarded to projects according to the total score received. FDACS reserves the right to recommend partial funding of applications.

XXII. Evaluator(s)

FFS evaluator(s) will consist of three individuals who FDACS determines have experience and knowledge in the program areas. The evaluator(s) will conduct a fair, impartial, and comprehensive evaluation of applications received in response to this notice of federal financial assistance funding opportunity. The designated evaluators will be the FFS Forest Management Bureau Assistant Bureau Chief, the FFS Forest Management Bureau Entomologist/Forest Health Section Supervisor and the FFS Forest Management Bureau State Lands Silviculturist.

XXIII. Anticipated Announcement and Award Dates

The evaluation and selection process is expected to be completed within 14 days after the submission deadline. The announcement of the awards will be within 21 days after the submission deadline.

XXIV. Award Notice

Upon the completion of FFS' evaluation of applications, all applicants will be notified regarding their status.

FDACS reserves the right to negotiate and/or adjust the final award amount and scope of work prior to award.

XXV. Programmatic, Administrative and National Policy Requirements

The applicant shall be in compliance with all laws, rules, and regulations applicable to the federal funds provided by the federal financial assistance funding opportunity.

XXVI. Acknowledgment of Funding

The applicant shall have an acknowledgement of the USDA Forest Service support placed on any publication written or published or audiovisual produced with grant support and, if feasible, on any publication reporting the results of, or describing, a grant-supported activity, or audiovisuals produced with grant support. This requirement does not apply to audiovisuals produced as research instruments or for documenting experimentations or findings and not intended for presentation or distribution to the public.

XXVII. Performance Report

Performance Reports are not required for this federal financial assistance funding opportunity.

XXVIII. Reimbursement Requests

Reimbursement Requests are not applicable to this federal financial assistance funding opportunity.

Please note there is no travel approved under this grant opportunity.

XXIX. Disclaimer

The receipt of applications in response to the notice of federal financial assistance funding opportunity does not imply or guarantee that any one or all qualified applicants will receive funding for a project from FDACS.

XXX. Questions

Applicants shall address all questions regarding this federal financial assistance funding opportunity notice to the Procurement Office. All questions submitted shall be published and answered in a manner that all applicants will be able to view. Each applicant is responsible for monitoring the grant website/ VBS for new or changing information.

Questions regarding **procedures for submittal of proposals** should be submitted to:

Carmelita Graham
Florida Department of Agriculture and Consumer Services
407 S. Calhoun Street
Mayo Building, Room SB-8
Tallahassee, FL 32399-0800
Telephone (850) 617-7181
Email: Bids@FDACS.gov

The Florida Department of Agriculture and Consumer Services offers its programs to all eligible persons regardless of race, color, national origin, religion, gender, age, disability, marital or veteran status or any other legally protected status.



Florida Department of Agriculture and Consumer Services



Florida Forest Service

Hurricane Michael and Florence Disaster Recovery Supplement,
Post-Disturbance Invasive Plant Treatment Incentive Program

NICOLE "NIKKI" FRIED
COMMISSIONER

**POST-DISTURBANCE INVASIVE PLANT TREATMENT
INCENTIVE PROGRAM APPLICATION**

APPLICANT INFORMATION (please print):

Name (Last, First, M.I.): _____ Email: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Phone: _____ Secondary Phone: _____

PROJECT LOCATION:

Address: _____ City: _____, FL Zip Code: _____
County: _____ Lat/Long: _____

Projected Treatment Area (acres): _____

Primary Species to be Treated: _____

Please check all that apply to the proposed project:

- Project occurs on private land in one of the following Florida counties: Bay, Calhoun, Gadsden, Gulf, Jackson, Liberty, and Washington
- Project occurs in a forested area
- 100% of the infestation associated with the project is accessible on the property

Florida Forest Service staff will confirm accuracy of project information and assist with creation of project maps during the "Evaluation of Applications" period listed in the *Notice of Federal Funding Opportunity 20-DG-11083112-009*.

Landowner/Legal Representative: Signed: _____ Date: _____

The information below will be completed by a Florida Forest Service forester or qualified Department staff person at the field visit.

Official Use Only

PROJECT INFORMATION:

- *Proposed projects must on private land in one of the following Florida counties: Bay, Calhoun, Gadsden, Gulf, Jackson, Liberty, and Washington.*
- *Proposed projects must occur in forested areas.*
- *Only projects that include plant species designated as a Category I or Category II invasive exotic on the Florida Exotic Pest Plant Council's (FLEPPC) 2019 List of Invasive Plant Species will be considered. The FLEPPC 2019 List of Invasive Plant Species is available at <https://www.fleppc.org/list/list.htm> .*

Treatment Area (acres): _____

Primary Species to be Treated: _____

Attach one (1) project and one (1) location map that include property boundary, project area boundary, north arrow, scale, lat./long., access roads, and applicant name.

Landowner/Legal Representative*: Signed: _____ Date: _____

Florida Forest Service Representative*: Signed: _____ Date: _____

*I certify that the information listed above is correct to the best of my knowledge.

POST-DISTURBANCE INVASIVE PLANT TREATMENT INCENTIVE PROGRAM APPLICATION

Eligibility Information

1. Qualified applicants are non-industrial private landowners.
2. Proposed projects must occur on private lands within the State of Florida.
3. Proposed projects must occur in forested areas.
4. Only projects that include plant species designated as a Category I or Category II invasive exotic on the Florida Exotic Pest Plant Council's 2019 List of Invasive Plant Species will be considered.
5. Only one application per applicant or property will be considered.
6. Proposed projects must occur in one of the following Florida counties: Bay, Calhoun, Gadsden, Gulf, Jackson, Liberty, and Washington.

Program Information

1. Projects will be evaluated and scored according to the following criteria:
 - Size: Up to 25 points will be awarded based on the acreage of the project.
 - Plant Species: Up to 25 points will be awarded based on the primary non-native invasive plant species to be treated.
 - Accessibility: Up to 25 points will be awarded based on the accessibility of infested areas.
2. The number of projects funded and the funding amount per project will be determined by the number of applications received and the treatment costs (see 4. and 5. below) of the selected projects based on scoring.
3. The FFS will request quotes from multiple contractors to complete selected projects. The contractors will be required to conduct a site visit to each of the selected project areas for the purpose of preparing treatment quotes. Landowners/managers are encouraged to be present at the site visit.
4. There is no guarantee of funding for any selected project.
5. Treatments will be performed by the contractor(s) selected by the Florida Forest Service. Treatment schedules and methods will be determined by the Florida Forest Service in consultation with the contractor and applicant. Payments for treatment services will be paid directly to the contractor.
6. Applicants will be required to provide project area access to selected contractor(s) for the duration of treatment operations. Typical working hours are from 7:00 am to 6:00 pm, Monday through Friday, however, extended and/or weekend working hours may be required/permitted with prior approval from the FFS.
7. **Acreages enrolled in the Conservation Reserve Program (CRP), or other programs that may prohibit receipt of federal cost-share funds from more than one source for the same acreage, are not eligible for treatment under this program.**

Application Procedure

1. Refer to the "NOTICE OF FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY REQUEST FOR APPLICATIONS" for application information.

Covenants

By signing the reverse side of this application, I make the following certification in favor of the Florida Forest Service:

1. I certify that I am the legal owner or authorized lessee of the land described on the reverse side of this application.