



“Funding for this project provided by the California Department of Forestry and Fire Protection’s Wildfire Resilience Program.”



**Glenn County Small Landowner Forest Improvement Program:
Request for Forest Improvement Grant Applications**

Applications OPEN: December 5, 2024
Applications DUE: January 15, 2025

Glenn County Resource Conservation District
132 N Enright Avenue, Suite C
Willows, CA 95988
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www.glenncountyrcd.org



Glenn County Small Landowner Forest Improvement Program: Request for Forest Improvement Grant Applications

✓ Check List

Applications OPEN: December 5, 2024
Applications DUE: January 15, 2025 at 5:00 PM PST
Submit Online: www.glenncountyrfd.org
\$2.5 million available to Glenn County Forested Landowners
Competitive process, up to \$400,000 available per applicant
Project Start Date is April 1, 2025, tentatively
Project End Date is December 31, 2027, tentatively
FREE application and technical assistance available by Glenn County RCD



Application

Online Application Submitted: _____

Application Attachments

- Letter Permission
- Project Map Upload
- Site Photos
- California Natural Diversity Database (CNDDDB) Map Upload
- Forest Management Plan
- Documentation from legal entity approving the project

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Background and Grant Purpose

The Glenn County Resource Conservation District (RCD), in partnership with California Department of Forestry and Fire Protection, are happy to announce a competitive grant application process for the Glenn County Small Landowner Forest Improvement Program.

Funded by California Department of Forestry and Fire Protection (CALFIRE) Wildfire Resilience Program, this *Request for Forest Improvement Program Grant Applications* is specific to small non-industrial forest owners in Glenn County, California. Overall, Glenn County Small Landowner Forest Improvement Program purpose is to improve Glenn County Forests, improve overall forest health and promote a more resilient forest.

This opportunity is not a reimbursement to landowners, Glenn County RCD will contract with a contractor(s) to implement the forest improvement practices and will pay the contractor directly. This program does not require a cost share.

Funding and Project Timeline

- \$2.5 million available to Glenn County;
- Maximum grant award \$400,000 per applicant.
- Project Start Date is April 1, 2025, tentatively.
- Project End Date is December 31, 2027, tentatively.

Technical Assistance Resources

FREE technical assistance is available for the development and submission of a grant application. Glenn County RCD encourages applicants to contact Glenn County RCD to provide assistance in applying and developing applications.

Greg Conant Forest Health Program Specialist Glenn County RCD Cell: 530-330-5002 Office: 530-934-4601 x3175 Email: greg@glenncountyrcd.org	Shane Rakestraw Wildfire & Forestry Project Coordinator Glenn County RCD Cell: 530-517-1380 Office: 530-934-4601 x5 Email: shane@glenncountyrcd.org
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Eligibility

GLENN COUNTY Forested Landowners are eligible to apply.

- Applicant must be at least 18 years old
- Applicant must be the landowner
- Project Site must be identified in Project Map (Appendix A)
- Must be non-industrial
- Must be Forest Improvement Practice
- Site Must be Accessible

Ineligibility

- Work that has already been completed
- Industrial Timber Operations
- Infrastructure Improvements

Timeline

GLENN COUNTY: Grant Activity	Tentative Timeframe
Program Announcement	November 18, 2024
Release Request for Forest Improvement Grant Applications	December 5, 2024
Grant Application OPEN	December 5, 2024
Program Outreach Event	December 5, 2024
Technical Assistance and Application Assistance	December 5, 2024 - January 15, 2025
Grant Applications DUE	January 15, 2025, at 5:00 PM PST
Administrative and Technical Review	January and February 2025
Announce and Award Grant Funding, Grant Agreement	March 2025
Project Start Date	April 2025 (or Upon Grant Agreement Execution Date)
Project End Date	December 2027

How to Apply

Glenn County RCD uses an online application platform, WizeHive, to receive Small Landowner Forest Improvement Program Block Grant Applications. Applicants can access the application platform at the website page: <https://www.glenncountyrcd.org/fire-recovery-resources> or scan QR Code on cover page of this document.

If interested in the program Glenn County RCD encourages applicants to contact Glenn County RCD to provide application and technical assistance in applying and developing applications.

Applicants must **create a user profile account** to submit a grant application.

All applications, supporting documents and submissions may be subject to public disclosure through the Public Records Act.

Prior to completing the online application questionnaire, Glenn County RCD encourages applicants to gather all required information using the **Grant Application Check List** and **Appendix B: Sample Preview of Grant Application Questions** to facilitate effective and timely submission of the grant application.

Applicants, with Glenn County RCD assistance, will provide the following Attachments:

- Letter of Commitment
- Project Map Upload
- Site Photos
- California Natural Diversity Database Map Upload
- Forest Management Plan
- Documentation from legal entity approving the project

LETTER OF COMMITMENT

Applicant must submit a letter of commitment per Glenn County RCD. See sample in **Appendix C: Letter of Commitment**.

Review Process and Notification of Application Status

Administrative and Technical Review

Glenn County RCD will conduct two levels of review during the grant application review process.

The **FIRST LEVEL IS AN ADMINISTRATIVE REVIEW** to determine whether application requirements were met. Is the application complete? Are all attachments complete? Is the applicant eligible?

The **SECOND LEVEL IS A TECHNICAL REVIEW** to evaluate the benefits of the proposed project, including the potential for the project to improve forested land. The technical reviewers are invited by the Glenn County RCD and will be forestry specialists and experts familiar with forest improvement practices.

Scoring Rubric

Reviewers will score projects based on the following rubric.

Scoring Rubric	POINTS AVAILABLE
<p>Site Accessibility The site is accessible to truck and heavy equipment, or the applicant has agreed to make site accessible prior to implementation.</p>	Y/N
<p>Project Maintenance The landowner agrees to allow Glenn County RCD to maintain the treatment (i.e. herbicide application), or the landowner has a maintenance plan in place during the grant period (December 31, 2027).</p>	Y/N
<p>Existing Forest Management Planning Activities Forest Management Plan written by Registered Professional Forester or Natural Resources Conservation Service (NRCS) Conservation Planner, existing Timber Harvest Plan; or have previously applied for forest management planning.</p>	25
<p>Site Improvement and Maintenance Has the proposed project site had any restoration work or other improvements completed since the Ranch Fire (2018) or August Complex Fire (2020).</p>	25
<p>Cost The cost per acre is consistent with other sites. Example there are no abnormal geographic features that would increase cost of treatment or environmental concerns that would increase costs.</p>	20
<p>Site Infrastructure Site has existing infrastructure or structures.</p>	10
<p>Cost Share (not required but strongly encouraged) Landowner is providing a cost share in the form of: Forest Planning, future planned activities, maintenance plan in place extending past grant period (December 31, 2027).</p>	10
<p>Glenn County Resident Landowner is a Glenn County Resident.</p>	5
<p>Reforestation Practices Projects incorporating reforestation practices will be prioritized. Including Oak Woodland enhancement where oak species are restored.</p>	5
<p>TOTAL POINTS AVAILABLE</p>	100

Funding Recommendations

Glenn County RCD will consider the following criteria when developing funding recommendations:

1. Score
2. Existing Forest Management Planning by Registered Professional Forester or Natural Resources Conservation Service Conservation Planner.
3. Multiple Applications – Glenn County RCD will recommend applicants that have not previously received a block grant award.
4. Projects that are contiguous to other projects – Glenn County will recommend projects that are contiguous or near contiguous to other proposed projects.
5. Beneficial to Glenn County RCD to achieving CALFIRE grant agreement goals.
6. Multi-beneficial project. In addition to forest improvement the project also includes other benefits such as wildfire prevention or conservation/restoration activities.
7. Projects with a reforestation component will be prioritized.
8. Landowners will allow Glenn County RCD to maintain the treatment (i.e. herbicide application) if funding allows; or the landowner has a maintenance plan in place during the grant period (December 31, 2027). Photos will be required quarterly if landowners are self-maintaining treatment.

Notification and Feedback

Disqualifications

During the administrative review and after the due date, Glenn County RCD will disqualify applications that meet any of the following conditions:

- Incomplete grant applications: applications with one or more unanswered questions necessary for a complete administrative or technical review.
- Incomplete grant applications: applications with missing, blank, unreadable, corrupt, or otherwise unusable attachments.
- Applications requesting funding for more than the maximum award amount.
- Applications that include activities outside the grant timeline.
- Applications with unallowable costs or activities necessary to complete the project objectives.
- Applications that do not provide primary applicant contact information in the application.
- Applications that do not comply with eligibility or meet program requirements and restrictions.
- Applications from applicants that apply more than one time during the funding cycle for the same project.

Appeal Rights

Applicants can appeal to Glenn County RCD over any discretionary action within ten (10) days of receiving a notice of disqualification. The appeal must be in written form and signed by the responsible party named on the grant application, or by an agent whom the applicant has authorized in writing. It must state the grounds for the appeal and include any supporting documents and a copy of the Glenn County RCD decision being challenged. The submissions must be emailed to kandi@glenncountyrcd.org (preferred) or mailed to the Glenn County Resource Conservation District, 132 N Enright Avenue, Suite C, Willows, CA 95988. If Glenn County RCD does not receive appeals within the time frame provided above, it will not consider the appeal. Appeal rights are only afforded to disqualifications.

Award and Regrets Notices

Glenn County RCD will notify successful applicants of their grant award through email and will initiate the grant agreement execution process. At the time Glenn County RCD announces awards, Glenn County RCD

will also notify unsuccessful applicants. Unsuccessful applicants may request feedback on their applications. If requested, Glenn County RCD will provide feedback within 20 business days.

Award Process

Grant Agreement Execution

Glenn County RCD estimates that the process of executing a grant agreement will take one month. A Glenn County RCD staff member may contact each recipient to schedule a pre-project consultation to confirm project site information and discuss implementation plans. Glenn County RCD may require applicants to provide APN map(s) of the proposed treatment areas, confirm the location of the project, provide photographs of the project site, or provide additional information as necessary.

Award Timeline	Estimated Time for Stage Completion
<p>Glenn County RCD prepares Grant Agreement packet – During this step, Glenn County RCD staff and/or partners will work with recipients to get additional information, as needed, to execute the grant. Glenn County RCD requests a response to inquiries or documents within 5 business days.</p>	<p>Approximately 10 days</p>
<p>Grant Agreement Execution</p>	<p>Approximately 30 days</p>

Project Implementation

Once Glenn County RCD has fully executed the Grant Agreement, the grant recipient or awardee can begin implementation of the project with coordination from Glenn County RCD. If it is on or after the official project start date in the agreement. During project implementation, grant recipients must maintain frequent communication with Glenn County RCD staff regarding the forest improvement program. Glenn County RCD staff may regularly send emails or surveys to gauge project progress in addition to quarterly invoicing.

Recipients must be responsive. Communication is key!

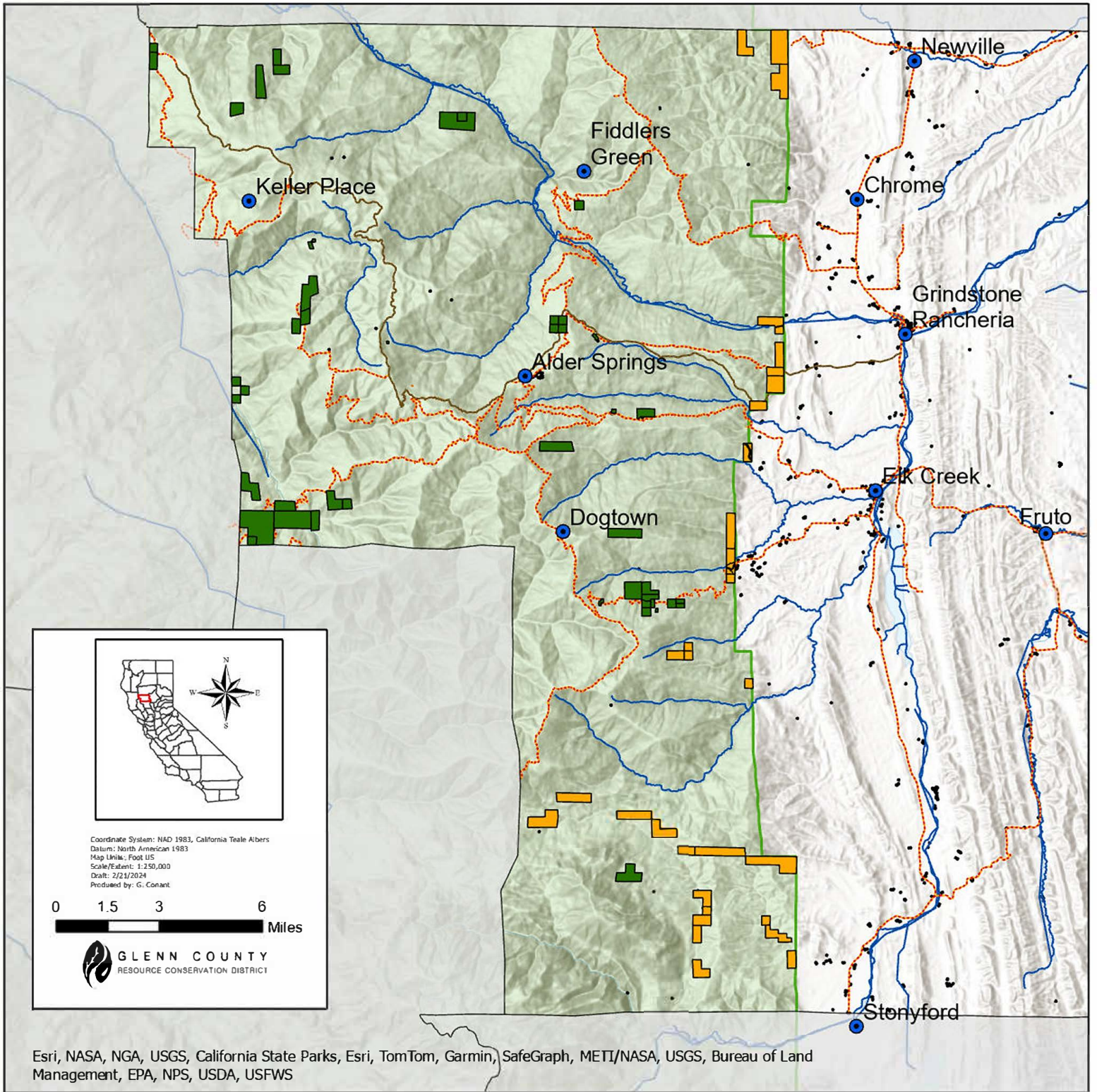
Quarterly Progress Reporting

Quarterly, all Grant Recipients will provide Pre-implementation project photos and pictures of the treated areas to Glenn County RCD.

Project Changes and Terminations

Grant Recipients should communicate with their Glenn County RCD grant manager promptly if they foresee an issue with grant implementation. It is the Grant Recipient’s responsibility to report to Glenn County RCD no later than 10 days prior to the occurrence of any changes related to their grants. Grant Recipients cannot transfer grant awards to a different individual or forest landowner. If a Grant Recipient would like to terminate their grant, a termination request must be sent via email to their Glenn County RCD grant manager explaining the need for the termination. Funding is no longer available to the Grant Recipient once they have submitted.

Appendix A: Project Map



Glenn County Resource Conservation District Request For Grant Applications

Glenn County Small Landowner Forest Improvement Program

Eligible Properties

- Reforestation - 600 acres
- Mastication - 250 acres

- U.S. Forest Service
- Mendocino National Forest
- Significant Roadways
- Forest Highway 7

- Structures
- Water Course
- Communities

Appendix B: Sample Preview of Grant Application Questions

Appendix B: Sample Preview of Grant Application Questions

When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

- You can save this form as a draft at any time by clicking "Save Draft" at the bottom of the page.
- When you have completed all required items, please click the "Mark Complete" button at the bottom of the page.

NOTE: When you have completed all required steps, be sure to click "Submit" on the next page.

Eligibility and Exclusions

- Applicant must be at least 18 years old
- Applicant must be the landowner
- Project Site must be identified in Project Map (Appendix A)
- Must be non-industrial
- Must be Forest Improvement Practice
- Site Must be Accessible

Program Requirements All requirements are listed in detail in the Request for Grant Applications document.

Section 1: Landowner Information

- 1a. First & last name of alternative contact
 - 1c. Mailing address, City, State & Zip Code of alternative contact
 - 1d. Phone number of alternative contact
 - 1e. Email address of alternative contact
-

Section 2: Ownership Information

- 2a. Is this property/project site owned by a legal entity, such as an LLC, Trust or Partnership? Y/N
 - 2b. Is the property owned by more than one legal entity? Y/N
 - 2c. Property Assessor Parcel Number
 - 2d. Any Additional Properties?
 - 2e. Property Address Description
-

Section 3: Property Information

- 3a. Is Glenn County your primary residence?
- 3b. Approximately how many acres and/or what percentage of the property was damaged by recent wildfires (Ranch Fires (2018) or August Complex Fire (2020))?
- 3c. Is the site accessible to truck and heavy equipment trailers?
- 3d. Please describe any Site Infrastructure.
- 3e. Please describe your property's existing scenario.
- 3f. Please describe what your ideal property would look like.
- 3g. Have you had a Forest Management Plan prepared by a Registered Professional Forester or NRCS Conservation Planner or Timber Harvest Plan?
- 3h. Has the proposed project site had any restoration work or other improvements completed since the Ranch Fires (2018) or August Complex Fire (2020)?
- 3i. Have any Historic or Cultural Studies been conducted on the property or in the project vicinity?
- 3j. Are there any known Archaeological or Historic Sites on the property?
- 3k. Have any Tribal or Archaeological Resources been discovered on the site?
- 3l. Are there any areas where you do not want treatment to occur?

Section 4: Treatment

4. Which of the following services are you interested in as part of your proposed project?
Please write number of acres per each treatment option
- 4a. Brush Removal: Removal of unwanted vegetation such as shrubs, bushes and small trees
- 4b. Dead Tree Removal: Removal of trees that are unstable, dilapidated, have no nutrient flow, disintegrating bark, limbs, twigs, etc
- 4c. Reforestation: Restoring previously existing forestland, natural regeneration of growth, accelerated development of forested ecosystems, natural seeding, artificial planting, etc
- 4d. Green Forest Thinning: Removal of specific tree sections to improve the growth of remaining trees and forest cover
- 4e. Other Treatments: Any treatments not listed above you would be interested in?
Please Describe Other Treatments you would be interested in. *
- 4f. Would you be willing to allow herbicide use for project maintenance?

4g. If not, are you willing to maintain the project? What would your maintenance methods be?

4h. Do you have any future planned projects for the property?

4i. How are you planning on maintaining the treatments past the project end date (December 2027)?

4j. Are there any treatments you are ****not**** interested in; such as mechanical vegetation removal including mastication

4k. If the program is oversubscribed would you be willing to reduce project size to accommodate funding limitations

4l. Would you be interested in a Forest Management Plan or other Forest Management Planning Document?

4m. Please provide any other relevant information you'd like to share or address regarding the proposed project

Section 5: Project Uploads

- To Be Completed with Glenn County RCD Assistance

5a. Landowner Permission

5b. Project Map Upload

5c. Site Photos

5d. CNDDDB Map Upload

5e. Forest Management Plan

5f. Other

Appendix C: Letter of Commitment

LETTER OF COMMITMENT

All applicants shall complete the letter of commitment section below and upload it as an attachment to the application.

To Whom It May Concern,

This letter is to confirm that I, _____(Name),
commit to implementing a Forest Improvement project as a Grant Beneficiary (if awarded) for
the Small Landowner Forest Improvement Block Grant Program - GLENN COUNTY.

Printed Name of
Primary Applicant / Grant Beneficiary

Signature of
Primary Applicant / Grant Beneficiary

Date

Appendix D: Sample Grant Agreement

Coming Soon!