

# Action, Implementation & Mitigation (AIM) Program

## *Request for Concept Papers, Fall 2020*



### **Background**

Coalitions and Collaboratives Inc. (COCO), a Colorado-based nonprofit, started the Action, Implementation and Mitigation (AIM) Program to help accelerate fire adaptation concepts and reduce the risk from wildfire in the wildland-urban interface (WUI) across the U.S. by increasing capacity and on-the-ground work. COCO hopes to increase community resilience, restore fire-adapted ecosystems and create safer conditions for firefighters and residents.

This funding opportunity is open to organizations that are working to advance wildfire risk reduction; **homeowner associations, property owner associations, and metro districts are NOT eligible.** This is, in part, due to the amount of funding available and also COCO's desire to offer both financial help and mentorship to applicants that are at a tipping point to move their program(s) forward, which will, in turn, benefit homeowner and property owner associations across a broader landscape

### **The AIM Partnership**

AIM is a unique funding opportunity. At COCO, we understand that funding is only part of the picture. If awarded funding, you will be joining fellow fire and wildfire mitigation practitioners from around the U.S. who will not only receive funding but will also learn how to increase your mitigation outcomes. COCO recognizes that everyone is in different places in their mitigation programs. COCO will connect awardees, as appropriate, with a Mitigation Mentor to provide training, share mitigation best practices, and support your program along the way.

This funding is available for a wide variety of capacity building activities, including personnel, equipment under \$5,000, planning efforts, and wildfire risk reduction work (on non-federal lands only). Applicants must show how their project proposal fits into the bigger wildfire mitigation landscape and are encouraged to coordinate with federal partners on nearby public lands projects. Applicants must contribute a 100% non-federal match (cash or in-kind match is eligible) for a 1:1 grant to match ratio. If fuels-reduction work will occur on private property, a 50% cash match from residents is required to be eligible for funding. If supporting disadvantaged communities (DACs) in high-risk areas, a 50% cash match is still required but can be from other local sources.

COCO requires applicants to explain the process used to identify DACs, including an application process and/or income threshold. Award funding will range from \$10,000 - \$75,000. AIM awards are on a 12-month timeline, with the anticipated awards start date of January 2021.

### **Eligibility and Expectations**

- The community and/or project area must be considered at high-risk from wildfire and be in reasonable proximity to public lands. Applicants are encouraged to work with local federal personnel (USFS/BLM/NPS/BIA) in determining where federal treatments are planned for the WUI and how to best coordinate AIM project work on non-federal lands in proximity to federal treatment areas (past or future).
- Proposals must ultimately lead to meaningful increase in local capacity and on-the-ground wildfire risk reduction activities.
- The county, community or fire district should have a completed Community Wildfire Protection Plan (CWPP) or Wildfire Risk Assessment covering the project area or have one underway.
- Organizations or community groups should currently be planning or conducting pre-fire mitigation activities aimed at protecting their communities.
- Organizations must be willing to work collaboratively with COCO staff to develop their proposal for funding and/or mitigation projects.
- Organizations must be willing to share their lessons, challenges and successes.
- Organizations must comply with all grant reporting requirements and meet project completion milestones and deadlines.
- Organizations are expected to participate in several AIM calls and webinars throughout the duration of the project.

### **Award Program Criteria**

#### **1. Eligible Organizations**

- Regional and local collaborative efforts
- Fire Safe Councils and/or Wildfire Councils
- Nonprofit groups that promote hazardous forest fuel reduction treatment projects in partnership with local, state or private entities
- Fire Departments
- Conservation Districts
- Tribes
- City or county government
- University or Colleges

Even if they have 501c3 status, homeowner or property owner associations, metro districts, road districts, etc. are **NOT** eligible to apply.

***Please note, once funded through the competitive process, applicants must wait one year (12 months) from the date of their signed subaward before submitting a new application.***

## **2. Project Purpose**

Project proposals must fit within one or more of the following categories:

### **A. Personnel**

COCO recognizes that it is difficult, if not impossible, to complete projects without adequate staffing, whether that be someone to run incentive programs, motivate residents, conduct wildfire risk assessments, or lay out projects. If your proposal is seeking funding for a staff position, articulate how that position will increase your capacity for accomplishing on-the-ground work in the near future, and your plans to sustain that position over time.

### **B. Planning Efforts**

COCO recognizes how valuable planning efforts like Community Wildfire Protection Plans (CWPP) and Community Wildfire Risk Assessments can be, especially when developed in a collaborative manner with a wide array of stakeholders and partners. Applicants with these types of projects should discuss their capacity to facilitate such planning efforts, how the effort fits into their overall program of work, and how the planning effort will help to advance their on-the-ground wildfire mitigation efforts. Efforts like the development of prescribed burn plans also fits into this category. COCO supports cross-boundary collaboration, however, AIM funding cannot be put towards planning projects that focus only on, or primarily on, federal lands.

### **C. Reduction of Hazardous Fuels**

Successful project applicants shall facilitate and implement strategic fuels treatment at a meaningful scale in or adjacent to the zones at high risk to wildfire near public lands. Projects should be designed to limit the potential risk to life, property, infrastructure and other high-valued assets as a result of wildfire. Effective fuels mitigation treatments may be implemented across jurisdictional boundaries, on non-federal land. All projects within this focus area must clearly articulate why the funding is not available from another source, and how the project is a strategic and essential component to the overall mitigation plan. Successful applicants should consider all elements required to implement treatments on-the-ground, which includes acquiring necessary permits and consultations. *Priority will be given to*

*proposals that clearly articulate how the organization's capacity will be increased versus proposals that just treat acres.*

#### **D. Equipment under \$5,000**

If seeking funding for equipment/supplies please describe the following: 1. Discuss how you plan to use and maintain the equipment. 2. If applicable, identify the staff members that are qualified or will be trained to operate the equipment. 3. Explain how adding this equipment/supplies to your organization will increase your capacity.

Examples of **qualifying project elements\*** within the four categories above include:

- Hiring a Mitigation Coordinator or fuels/forestry staff to increase on-the-ground mitigation activities
- Hiring staff to develop or manage a chipping or slash-disposal program
- Hiring staff to conduct home site assessments
- Hiring administrative staff to assist with grant reimbursement requests and reporting, especially if it frees up time of technical specialists or the Executive Director
- Providing training programs for homeowners, fire department personnel or others specific to mitigation activities (chainsaw training, Mitigation 101, prescribed fire or other pertinent training)
- Developing a wildfire mitigation collaborative (i.e. paying for facilitators, staff, etc.)
- Creating defensible space around homes and structures, based on approved defensible space guidelines
- Constructing fuel breaks, based on approved guidelines
- Reducing fuels beyond defensible space, especially designed to reduce fire intensity and protect water supplies or other valued resources
- Removal of usable materials with specific utilization plans; removal of slash including chipping, mulching, grinding, or mechanical removal
- Developing Community Wildfire Protection Plans or Community Wildfire Risk Assessments that identify wildfire risk and make specific recommendations on ways to improve wildfire preparedness and define areas in need of treatment
- Computers, software, and GPS Units under \$5,000
- Mitigation equipment or mitigation supplies under \$5,000 such as chainsaws, trailers, etc.
- Development of prescribed fire burn plans
- Prescribed burning, pile burning, or broadcast burning

*\* The above list are just examples. Please remember that the funding is intended to help you increase your capacity and lead to more on-the-ground work. If funded, you will be required to provide details on how the project will increase mitigation activities from where they are today, and will be expected to report actual mitigation outcomes.*

Examples of Projects that **DO NOT** qualify for this funding opportunity:

- Grant writing
- Suppression programs or projects (i.e. purchase of fire fighting equipment and/or fire training, development of a wildland module)
- Construction of permanent infrastructure (i.e. buildings or road construction)
- Local, state or federal policy development or advocacy
- Projects undertaken by and benefiting only one (1) individual homeowner
- Projects on federal lands
- Mitigation projects involving homeowners that do not meet the 50% cash match requirement [exceptions may be made for projects that include supporting disadvantaged communities (DACs)]
- Prevention messaging (reducing human-caused ignition) or development and printing of brochures for “education” purposes

### **3. Coordination Efforts**

Applicants must coordinate proposed projects with relevant county, state or federal officials to ensure consistency with county-level wildfire risk-reduction planning. The application should identify which officials were consulted and the outcome of those discussions. ***If selected to move your proposal to the online application phase, you will be asked to supply two letters of support with your application.*** Letters of support should be from local officials and key partners who understand how the project will benefit your program and move mitigation efforts forward in your area (i.e. Board of County Commissioners, Emergency Manager, Tribal Leader, Fire Chief, USFS, State Forestry, BLM, etc.).

### **4. Geography Relevant to Federal Land (informational)**

Applicants must identify if their proposed project will take place in close proximity to, or adjacent to, U.S. Forest Service (USFS) or other public lands projects that are planned and/or previously treated with an eye toward protecting the WUI. Maps identifying current, recent and proposed projects should be available through your local USFS/BLM/NPS/Tribal offices. A map showing identified wildfire risk for your project area is also critical and ***will be required if you are asked to submit an application.*** Your local state forest service office or federal land manager may be able to assist you with developing maps if you do not currently have that capability.

## 5. Matching Funds

All applicants will be required to demonstrate an ability to match 100% of requested grant resources. The match may be in the form of a private or state dollar-for-dollar match or in-kind support for the project. If your proposal involves a chipping program, slash removal, cost-share program, and/or mitigation work on private property, the awardee must document at least a **50% cash match** from the home or property owner.

In-kind match may include donated supplies, equipment or time. Donated volunteer or equipment time should be accounted for using designated rates and have supporting documentation such as sign in sheets. If your organization does not have designated volunteer rates, a \$27.20 per hour volunteer in-kind rate will be used. COCO will assist funded organizations in creating a system to manage this documentation if you do not currently have that capability.

## 6. Reporting and Monitoring Requirements

Recipients will be required to provide monthly project reporting updates. Upon completion of the project, recipients must report on project implementation outcomes that resulted from utilizing AIM funds or were enabled because of AIM capacity support, including the following that apply to your project:

1. Number of acres treated (under AIM *and* those treated by collaborative partners on adjacent public lands)
2. Number of homes/properties treated or protected
3. Cost per acre to treat
4. Number of partnerships created or enhanced
5. Amount of woody material generated
6. Number of jobs created
7. Number of volunteers and hours donated
8. Use of any forest products generated
9. Map of project area
10. Before and after pictures
11. How activities or outcomes increased from baseline conditions (i.e. 20% more homeowners or 5% more HOAs engaged; increase in the number of slash sites from 0 to 2 or increase in chipper program participants from 20 to 75; increase in slash chipped from 100 tons to 250 tons, etc.).

## Concept Paper Request, Fall 2020

### OVERVIEW

Thank you for your interest in the *Action, Implementation, and Mitigation (AIM) Program*.

The Concept Paper is for the AIM Team to learn about your capacity needs, mitigation project or program and provide feedback prior to selecting final applicants for full proposal submission. This process will allow the team to work closely with the finalists to develop competitive proposals that align with the goals of the funding. We anticipate funding will be available by January 2021.

**Concept Paper Deadline:** Thursday, October 8, 2020, 5:00 PM MDT

Before you begin:

- Read through the entire RFP and Concept Paper form before constructing your responses. The Concept Paper is linked on the Coalition and Collaboratives website (<https://co-co.org/wp-content/uploads/2020/09/AIM-Concept-Paper.docx>).
- Reference the AIM Award Program Criteria on page two (2) as you formulate your Concept Paper to make sure you have answered all questions relevant to your proposal.
- All character limits include spaces. Please do not exceed these limits.
- We accept applications from projects in various stages of development (design, development, and implementation).
- Each question asked is intended to elicit a different thoughtful response that will help reviewers understand your concept. Please do not reiterate, or cut and paste responses into different questions. **Priority will be given to proposals that clearly articulate how the organization's capacity will be increased versus proposals that just treat acres.**

### CONCEPT PAPER PROCESS

The Fall 2020 AIM Concept Paper was released on September 14, 2020. The deadline for submitting your Concept Paper is Thursday, October 8, 2020 at 5:00 PM MDT. Please email your completed proposal in pdf format to: [aim@co-co.org](mailto:aim@co-co.org).

After the AIM Team reviews the Concept Papers, we will email and/or schedule calls with selected organizations to discuss your proposal, provide feedback, and identify ways that the AIM team may be able to help you move forward. The team will work with applicants to create a more competitive application; however, being asked to submit a full application does not guarantee the proposal will be selected for funding. Full applications will be due on November 25. Applicants of non-selected proposals will be notified via email. For questions regarding the Concept Paper, please contact either:

Alison Lerch, Wildfire Mitigation Program Manager: [ali@cusp.ws](mailto:ali@cusp.ws), 719-922-1749 or

Pam Wilson, Capacity Building and Program Development: [paminhesp@gmail.com](mailto:paminhesp@gmail.com),  
970-799-2926

## INSTRUCTIONS

1. **Your Organization's Involvement in Wildfire Risk Reduction Activities:** What programs (slash removal, chipping, cost share, home assessments, pile or broadcast burning, CWPP development, etc.) does your organization currently offer residents? Please provide statistics on your risk reduction accomplishments in 2019. What do you see as your biggest barrier to accomplishing more mitigation and/or growing your program? What do you see as your biggest funding need? (1,250 characters)
2. **Proposal Description:** In describing your proposal, include the objectives of your proposal, the role of key players, anticipated outcomes, the community in which your project will take place (including wildfire risk, population, number of homes and structures). (3,000 characters)

*In addition, be sure to address the following for any category for which you are seeking AIM funding.*

**Personnel:** *Discuss the number of hours the person will work, what those hours will be spent on, how that position will increase your capacity for accomplishing on-the-ground work in the near future and whether you are leveraging other funding for the position.*

**For Planning Efforts:** *Describe the area to be covered by the CWPP or Community Assessment and the roles of key players (time, meeting support, facilitation, technical expertise or other contributions). Explain your past successes with similar planning efforts, if applicable, and how those planning efforts helped to increase the ability of the residents, fire department, county, or nonprofits to complete mitigation efforts.*

**For Fuels Reduction Projects:** *This should be more specific than the project description. Include how many treatments will be applied to the area and what kind of treatment will be used (i.e. removing vegetation (bull hogging, hand treatment, or logging, and burning slash, piling slash, chipping, reseeding, etc.) and the acreage. Also explain how this project aligns with the active, proposed or past projects on nearby lands, public or private. If supporting disadvantaged communities (DACs) please explain the process used to identify DACs, including an application process and/or income threshold.*

**Equipment under \$5,000:** *If seeking funding for a piece of equipment please describe the following: 1. Show how you plan to use the equipment, 2. How often the equipment will be in use, 3. Identify the staff members that are qualified or*

*will be trained to operate the equipment. Also explain how adding this equipment to your organization will increase your capacity.*

3. **Strategic Value of Project:** Describe how this project will either increase local capacity for wildfire resilience, or act as strategic seed money to advance fire adaptation efforts. Think of the issue or opportunity your organization is facing, how you would like to respond to that issue or opportunity, the outcomes that will be achieved and how that ties into your overall program efforts related to wildfire risk reduction. *(1,000 characters)*
4. **Maintenance and Sustainability:** Clearly demonstrate how this proposal will remain effective over time by outlining commitments from partners or residents, monitoring measures and potential future funding (anticipated or committed). *(1,000 characters)*
5. **Budget and Match:** Complete Budget and Match Tables with anticipated numbers
6. **Budget Narrative:** Please be specific regarding how funds will be allocated. Describe source(s) of matching funds and whether cash or in-kind match has been confirmed. Remember, if your proposal involves a chipping, slash removal, cost-share or fuel break program for homeowners, at least a 50% cash match from the resident or HOA is required. If supporting disadvantaged communities (DACs), a 50% cash match is still required but can be from other local sources. Unless you have a federally Negotiated Indirect Cost Rate Agreement or NICRA, you may not take more than a 10% indirect fee. Describe your ability to leverage AIM funds with other funding sources. Because AIM funding is federal funding, you may **NOT** use federal funds for your match. Additional leveraged federal resources add value but are not necessary to receive this funding.