

Dream Tags Charitable Fund Open Request for Proposal



**COMMUNITY
FOUNDATION**
of Northern Nevada



The Community Foundation of Northern Nevada accepts proposals year-round for grants from the Dream Tags Charitable Fund. Proposals will be considered by the Advisory Board on Dream Tags at their next meeting and on an as-needed basis for emergency funding requests. Grant recommendations must be approved by the Board of Trustees of the Community Foundation. **Deadline for non-emergency proposals is noon on July 31, 2021. Emergency funding requests may be submitted at any time using the Emergency Proposal form.**

The Dream Tags Charitable Fund provides funding to engage Nevadans in wildlife conservation by focusing donated funds to restore resilience in at-risk Nevada habitats with strategic collaborative projects for sustained impact that supports the preservation, protection, management, or restoration of wildlife and its habitat. To be considered for funding, project proposals must demonstrate measurable impact in accordance with this purpose.

Applicants must be registered 501(c)(3) nonprofit agencies, nonprofit educational institutions, or governmental entities. Projects must be performed in Nevada. Grants are typically paid on a reimbursable basis for actual expenditures. Funding will not be provided for work performed prior to grant approval.

Please **submit 1 pdf copy¹ via email** of your proposal. Proposals are encouraged for the following:

- A. Projects that improve, protect, or restore habitat
- B. Projects that embrace unique opportunities for advancing the mission of wildlife conservation in Nevada
- C. Projects that address emergency needs
- D. Other projects that meet the evaluation criteria (see page 6)

Applicants must provide a minimum 25 percent match for funds requested. Guidelines for requests of matching funds are provided in the following application form.

Applications may be sent to the Community Foundation of Northern Nevada by email to lrenda@nevadafund.org to be considered for funding. For questions or additional information, contact Lauren at the Community Foundation office. The application is also available in non-fillable pdf online at www.nvdreamtag.org.

The application may be reproduced, retyped, or sections increased or reduced in length but must follow the same order. Please use the following checklist to ensure your application is complete:

- Proposal, starting with Cover Sheet plus narrative sections, is a maximum of 5 pages on 8 ½" x 11" paper in readable font (i.e. Times New Roman 12 pt.)
- Budget is page 6
- Pages are numbered
- You are submitting 1 pdf copy
- You have emailed the pdf to lrenda@nevadafund.org and received confirmation of receipt

If you/your organization are submitting more than one project for consideration, be prepared to prioritize the projects.

¹ Note: Put your application, budget, and any photos into ONE pdf file. Submit your required attachments via email clearly labeled with your organization's name in the file name. Send your files to lrenda@nevadafund.org.

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Cover Sheet

Organization Name: Nevada Department of Wildlife		Office Use Only		
Organization Type: 501(c)(3) EIN# _____ Governmental entity? Y/N		Date received:		
		Project #		
Address: 60 Youth Center DR Elko NV 89801		Grant Amount:		
Project Name: Nelson Creek Habitat Improvement Project Is this proposal being submitted as an Emergency funding request? (Circle one) Yes / No				
Amount requested: \$25,000.00		Website:		
Project start date (mm/yyyy): 08/2021		Projected completion date (mm/yyyy): 05/2023		
This funding will be used to (complete this sentence with a max of 2 sentences): Any funds awarded will be utilized in the implementation of preemergent application or in the seedling grow out and planting process of antelope bitterbrush in crucial mule deer habitat.				
Key People:	Director:			
	Board Chair:			
	Project Contact:	Name:	Matthew Glenn	
		Position:	Habitat Biologist	
		Phone:	775-777-2369	
		Fax:		
Email:		mglenn@ndow.org		
Organization Mission:				
Project is on (check all that apply) ___ Public <input checked="" type="checkbox"/> Private land.				
Are government permits or decision documents needed for the project? ___ Yes <input checked="" type="checkbox"/> No If so, are those permits and decision documents already secured? ___ Yes ___ No If permits and decision documents are needed but not yet secured, in #4 of the Narrative Requirements provide a list of permits and documents needed and a schedule for securing them.				
Has your organization received other grants from the Dream Tags Fund? Yes/No (use additional pages to list ALL funded projects)	If yes,			
	Date awarded:			
	Project # & title:			
	Amount of Award:			
	Date awarded:			
	Project # & title:			
Amount of Award:				

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DESCRIPTION OF PROJECT UNDER CONSIDERATION

Indicate the description that best fits the project you are proposing. Mark no more than three categories:

- A. Projects that improve, protect, or restore habitat
- B. Projects that embrace unique opportunities for advancing the mission of wildlife conservation in Nevada
- C. Projects that address emergent needs
- D. Other projects that meet the evaluation criteria

NARRATIVE REQUIREMENTS

Provide answers for all sections below; use the numbers and topics (in **bold**) to label each section in your response. Your application is limited to 5 narrative pages, including the cover sheet. Your budget is page 6. **All projects are required to have measurable outcomes:**

1. Specific **project goals and measurable outcomes**. How do these ties to the project description?

The primary objective of the Nelson Creek Habitat Improvement Project is to provide mule deer a critical forage and thermal cover component as they transition and migrate from summer to winter range. The proposed treatment areas represent two polygons within the greater stop-over, transition, and winter range located in the North Tuscarora mountains. At present, the two polygons identified in this proposal can be characterized by a mix of native herbaceous species and winter annuals (cheatgrass primarily) with little to no brush species. As a result of multiple wildfires, the seed bank has become depleted of brush species which in turn has significantly slowed the recovery of a crucial brush component.

The importance of the North Tuscarora mountains cannot be overstated as it relates to the Management Area 6 mule deer herd health. On heavy snow years this is an important stop-over site as deer migrate to winter range, and on lighter snow years a large proportion of the deer will select to stay here throughout the winter. As this area provides crucial habitat annually regardless of winter conditions for one of Nevada’s largest deer herds, its importance for the resource is critical. Measurable outcomes as a result of this project will be most easily measures measured with ecological health metrics, these metrics are most simply defined as the reduction of winter annuals and increased antelope bitterbrush densities.

2. **Project location**.

The project area lies completely on private land located in the North Tuscarora Mountains, Elko County, NV. The sites can be most easily accessed from the Midas Tuscarora County Road then heading north along Willow creek on a private two track road until you reach the sites. See legal description below and attached map:

Site	Section	Township	Range
Western Polygon	Portions of S5	T39N	R49E
Eastern Polygon	Portions of S4, S3, S9, S10	T39N	R49E

3. **Project description**. Include site map and aerial photos if applicable/possible. Maps and photos must fit on 8-1/2” x 11” paper and may be attached at the end of your proposal after the budget.

Project implementation at the Nelson Creek sites will be initiated in the late summer of 2021 with an application of pre-emergent herbicide to approximately 700 acres of crucial mule deer habitat. The pre-emergent herbicide controls and prevents the germination of cheatgrass which presents a window to establish desirable plant materials like sagebrush and bitterbrush. The pre-emergent chosen for this project is an imazapic (active pre-emergent agent) based formulation that is bound to sand so that when applied aurally it easily falls through the

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vegetation canopy and is not captured by the leaves and stems of existing vegetation like a traditional liquid herbicide application.

Controlling cheatgrass germination to free up resources for existing vegetation and future seedling plantings provides desirable plant materials a competitive advantage that could not otherwise be achieved. The use of the preemergent herbicide imazapic in post fire applications has been implemented with consistent success in controlling cheatgrass gemination, however application of the herbicide over existing vegetation has not been employed historically without having a mechanism to achieve soil contact with the herbicide. The formulation identified for use in this proposal being attached to inert sand granules allows for the necessary canopy penetration and soil contact needed to be effective.

As the native herbaceous component and its seed source remain present in the system, seedling planting to promote brush species recovery in the absence of winter annuals completes a crucial step in recovering a fully functional system for mule deer. The seedling planting phase of this project will be implemented in the fall of 2022 and or spring 2023 in coordination with the Humboldt River Ranch to avoid unintended use by cattle until seedlings reach a mature state.

4. **Permitting.** Provide a permitting schedule for your project along with your plan for getting the required permits and decision documents. Be sure to include the cost of permitting/decision documents as a line item in your budget.

As this project lies completely on private land, it presents a unique opportunity to improve crucial mule deer habitat without the cumbersome and sometimes slow NEPA process. It should be highlighted that this project is in cooperation with Nevada Gold Mines and the Humboldt River Ranch with a joint objective of achieving well-functioning range condition.

5. If **future phases** of the project will be needed, identify anticipated sources of funding.

At present, no additional phases are planned.

6. **Principals involved** in leading or coordinating the project or activity.

The primary manager of this project will be Matthew Glenn with additional oversight provided by the Eastern Region Habitat Supervisor Caleb McAdoo as the project monitor.

7. Number of **staff positions involved** in project: Fulltime three Part-time zero (“Fulltime” means 100% of their staff position will be dedicated to this project; “part-time” means only a portion of their staff position will be dedicated to this project)

8. Number of **volunteers involved** in project and an estimated number of volunteer hours.

N/A

9. **Timeline** of Project. List key dates and include project milestones. *Note:* Be realistic in your estimate of dates and milestones. List any factors that may cause a delay in implementing and/or completing the project.²

Implementation of this project will begin in the late summer or early fall of 2021 with and application pre-emergent herbicide to reduce winter annual competition followed by a seedling planting in the fall of 2022 and or spring of 2023.

Delay in the seedling planting component is due to the logistical restraints of purchasing seed, delivering the seed to the prospective nursery, and the time that it will take to grow the plants out to a mature enough state to allow for success.

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10. **Success.** Tell the committee how we will know you succeeded in what you proposed to do.

Reestablishing a crucial brush component in such an important migratory/stop over site for the Area Six mule deer herd provides the species with much needed forage and thermal cover that is not presently available. As mule deer migrate and deplete fat stores made over the summer, and prepare for the difficult winter months, functioning habitat in locations such as this provides these animals the ability to maintain body condition which translates into greater population stability.

Importance to Wildlife:

Species	Season of Use	Importance
Mule Deer	Migration corridor, Winter and Spring	Very High
Sage Grouse	Leking, nesting, brood rearing, winter habitat	High

11. **Grant match.** All applicants must provide a match of at least 25 percent for dollars requested. The match may be with funding and/or in-kind services. Complete the Grant Match section of the application.

12. **Project budget** (see Sample Budget Template on page 5 of this RFP). Provide detail on line-item expenditures and show which costs are to be paid for by the Dream Tags Charitable Fund grant, which expenses will be paid by other sources of funding, and which will be paid for with in-kind services. **Project budget must be on its own on page 6.**

- *Note: Indirect/overhead expenses cannot exceed 25 percent*

Grants from the Dream Tags Charitable Fund are paid on a reimbursable basis for actual expenditures only. Craft your budget in such a way that requests for reimbursement correspond to the original budget.

² Funding will not be provided for work performed prior to grant approval.

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Grant Match

Match amount to be provided:	\$76,500.00						
Match details:	<p>Please provide the form of your matching funds. If match is made up of both cash and in-kind, fill in both sections.</p> <p>Match is:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Cash</td> <td style="width: 5%;">\$</td> <td style="width: 75%;"></td> </tr> <tr> <td>In-kind</td> <td>\$</td> <td></td> </tr> </table> <p style="margin-left: 40px;">Note: Provide an itemized breakdown of volunteer match in your budget with rationale.</p> <p>For the cash portion of your match, is the funding already being held by the applicant for this project? Yes X No ___</p>	Cash	\$		In-kind	\$	
Cash	\$						
In-kind	\$						
Description of matching funds/in-kind donations:	Match funds are provided from NDOW special reserve accounts that include Upland Game Bird and Heritage accounts.						

REQUIRED ATTACHMENTS

Submit the following attachments via email. Clearly label each file with your organization's name.

Nonprofits submit:

- Last audited financial statements if your organization has been audited
- List of Board of Directors
- Copy of agency's IRS 501(c)(3) Tax Determination Letter
- Copy of the agency's most recent IRS Form 990

Governmental entities submit:

- Departmental budget in lieu of audited financial statements

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SAMPLE BUDGET TEMPLATE

Budget Item Description*	ORIGINAL PROJECT BUDGET			Total	REIMBURSEMENT REPORT	
	DT \$	Other Funding Name**	Match \$		Expenditures to date DT	Expenditures to date (other sources)
Design/Engineering	\$xx,xxx	NDOW (Heritage)	\$57,750.00	\$xx,xxx	\$xx,xxx	
Permitting	\$xx,xxx	NDOW (UGB)	\$18,750.00	\$x,xxx		\$x,xxx
Labor--paid	\$25,000.00	Agency X	\$x,xxx	\$x,xxx	\$x,xxx	
Labor—volunteer***		Own people	\$xx,xxx	\$xx,xxx	\$x,xxx	
Construction	\$xx,xxx	Agency Y	\$xx,xxx	\$xx,xxx		
Materials	\$xx,xxx	Agency Y	\$xx,xxx	\$xx,xxx		
Other (be specific)	\$xx,xxx	Agency Y	\$xx,xxx	\$xx,xxx		
Overhead (max. 25%)	\$xx,xxx	Own agency	\$xx,xxx	\$xx,xxx		
TOTAL	\$25,000.00		\$76,500.00	\$101,500.00	\$0.00	\$0.00

*These are sample descriptions.

**Explain status of other funding if not in hand.

***Provide an itemized breakdown by skillset per hour.

If project is to be implemented in phases, please separate budget into each phase.

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GRANTEE REQUIREMENTS

To be eligible for funding, grantees must adhere to the following requirements:

- Monies are to be used and/or disbursed exclusively for the charitable uses and purposes.
- The Dream Tags Fund shall be used exclusively to provide support for the preservation, protection, management or restoration of Nevada's wildlife and its habitat.
- The Charitable Beneficiaries may include 501(c)(3) organizations and governmental entities. Any grants to governmental entities must be made exclusively for public benefit purposes.
- All grantees will be required to sign a grant agreement stipulating their agreement with all of the terms, conditions, and reporting requirements.
- To maintain eligibility to receive grant funds, each Charitable Beneficiary must comply at all times with the following requirements:
 1. Charitable Beneficiaries must be exempt from federal income taxation under Section 501(c)(3) of the Code;
 2. Charitable Beneficiaries shall use all Fund distributions toward projects that are appropriate and legal public expenditures;
 3. Charitable Beneficiaries must provide financial details and/or reports of their organizations upon request;
 4. Charitable Beneficiaries must not use any Fund distributions for political contributions or political advocacy;
 5. Charitable Beneficiaries must implement the projects, activities, and/or programs for which they received Fund distributions as agreed upon in the grant acceptance agreement, or must return all such distributions to the Community Foundation forthwith;
 6. Charitable Beneficiaries must provide the Community Foundation with quarterly reports detailing the activities of their projects and/or programs; and
 7. Charitable Beneficiaries must sign an agreement regarding their compliance with the qualifications hereof.

PROJECT EVALUATION CRITERIA

Each proposal will be evaluated on criteria that include but are not limited to:

- Measurable outcomes in accordance with the exclusive goal of the Dream Tags Charitable Fund.
- Monitoring and reporting to learn from the project and track project accomplishments.
- Closeness of project focus to areas of funding emphasis (on-the-ground habitat improvements).
- Readiness of sponsoring organization to undertake and complete project.
- Opportunities to partner with others to leverage funds and accomplish larger outcomes.
- Consistency with established Dream Tags Charitable Fund operations (timeline, match, etc.).
- Impact on preservation, protection, management, or restoration of Nevada's wildlife and its habitat.
- Absence of negative or unintended consequences.
- Solutions to known problems as identified through past research and monitoring.