

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.

Dream Tags Charitable Fund Open Request for Proposal

Cover Sheet

Organization Name: Nevada Department of Wildlife		Office Use Only		
Organization Type: 501(c)(3) EIN# _____ Governmental entity? <input checked="" type="radio"/> Y / <input type="radio"/> N		Date received:		
Address: 6980 Sierra Center Parkway, Suite 120 Reno, NV 89511		Project #		
Project Name: Douglas Canyon-2021 Is this proposal being submitted as an Emergency funding request? (Circle one) Yes / <input checked="" type="radio"/> No		Grant Amount:		
Amount requested: \$40,000		Website: www.ndow.org		
Project start date (mm/yyyy): 09/2021		Projected completion date (mm/yyyy): 01/2023		
<p>This funding will be used to (complete this sentence with a max of 2 sentences): This funding would be used remove pinyon pine and juniper on approximately 2,000 acres within the larger 20,867 acre Project Area, to restore historic vegetation community structure,; wildlife habitat specifically for sage grouse and mule deer.</p>				
Key People:	Director:	Tony Wasley		
	Board Chair:			
	Project Contact:	Name:	Moira Kolada	
		Position:	Eastern Region Habitat Biologist	
		Phone:	775-289-1655 ext 5	
		Fax:	775-289-1649	
Email:		mkolada@ndow.org		
Organization Mission:				
Project is on (check all that apply) <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private land.				
<p>Are government permits or decision documents needed for the project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If so, are those permits and decision documents already secured? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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.</p>				
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:				

Dream Tags Charitable Fund

Open Request for Proposal

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 tie to the project description?

Treatments would target sagebrush shrublands and basin montane riparian systems. The type of treatment method used would vary depending on the pre-treatment condition assessment that looks at numerous factors including existing vegetation type and density, soil type and response regime. Up to 800 acres of sagebrush sites with a high-density of pinyon pine and juniper trees (i.e., phase II and III) would be targeted for mastication. Woodland expansion into sagebrush sites in the Project Area are characterized using the model described by Miller et al., 2008. Phase I is an early stage with pinyon/juniper trees in an early establishment stage with shrubs still being a dominant component. Phase II is mid-succession with shrubs and trees co-dominating the landscape. Phase III is a late succession stage with trees dominating the landscape and shrubs are reduced or non-existent. Phase III generally lacks a healthy understory of shrubs, forbs and grasses. Treatment methods would vary depending on the pre-treatment density of pinyon pine and juniper trees. Within Phase I areas, treatment would be hand thinning. Biomass would be lop and scattered, piled for burning, or removed for fuelwood. In Phase II and III areas, the treatment method would be mastication with trees mulched and left on site. Mastication areas would be seeded with native and non-native seed mix based on site conditions and use. See treatment map below for project location, treatment locations and areas with higher density of pinyon pine and juniper. Exact location of hand thinning, pile burn sites and mastication sites will depend on the specific site conditions. Exact project boundaries are finalized after on the ground project planning and cultural survey reports are completed. Hand thinning treatments would occur at any location within the project boundary with up to 2,000 acres being completed over the course of the project.

The Ely BLM would complete the mastication portion of the treatments, approximately 400 acres. The hand thinning would be completed by NDOW (approximately 500 acres) and NRCS (approximately 400 acres).

2. **Project location.**
Douglas Canyon—approximately 8 miles west of Lund, Nevada.
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.

Dream Tags Charitable Fund

Open Request for Proposal

3. **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.

The Ely BLM has completed all necessary NEPA and the decision documents have been signed.

4. If **future phases** of the project will be needed, identify anticipated sources of funding.
None, at this time.
5. **Principals involved** in leading or coordinating the project or activity.
Caleb McAdoo- Eastern Region Habitat Supervisor
Moiria Kolada—Eastern Region Habitat Biologist
7. Number of **staff positions involved** in project: Fulltime _____ Part-time 2 _____ (“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.
None
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
Scope of Work would be released Fall 2021
Treatment would be completed Fall 2022
10. **Success.** Tell the committee how we will know you succeeded in what you proposed to do.
Compliance checks would be completed on treated acres to ensure that cutting meet the standards provide in the contract. Photo points would be established to monitor the vegetation response over time.
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.

Dream Tags Charitable Fund Open Request for Proposal

Grant Match

Match amount to be provided:	\$152,000						
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: 15%;">Cash</td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 80%; text-align: center;">152,000</td> </tr> <tr> <td>In-kind</td> <td style="text-align: center;">\$</td> <td style="text-align: center;"> <p>Note: Provide an itemized breakdown of volunteer match in your budget with rationale.</p> </td> </tr> </table> <p>For the cash portion of your match, is the funding already being held by the applicant for this project? Yes ___ No ___</p>	Cash	\$	152,000	In-kind	\$	<p>Note: Provide an itemized breakdown of volunteer match in your budget with rationale.</p>
Cash	\$	152,000					
In-kind	\$	<p>Note: Provide an itemized breakdown of volunteer match in your budget with rationale.</p>					
Description of matching funds/in-kind donations:	Additional funding is being provided by the Ely BLM.						

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

Dream Tags Charitable Fund Open Request for Proposal

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	Agency X	-	\$xx,xxx	\$xx,xxx	
Permitting	\$xx,xxx	Agency X	\$x,xxx	\$x,xxx		\$x,xxx
Labor--paid	\$xx,xxx	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 (PJ removal contract)	\$40,000	Ely BLM	\$152,000	\$192,000		
Overhead (max. 25%)	\$xx,xxx	Own agency	\$xx,xxx	\$xx,xxx		
TOTAL	\$40,000		\$152,000	\$192,000	\$xx,xxx	\$x,xxx

*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.

Dream Tags Charitable Fund

Open Request for Proposal

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.