

## Dream Tags Charitable Fund Emergency 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.

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 copy<sup>1</sup> 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](mailto: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](http://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](mailto: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.

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<sup>1</sup> 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](mailto:lrenda@nevadafund.org).

# Dream Tags Charitable Fund Emergency Request for Proposal

## Cover Sheet

<b>Organization Name:</b> Nevada Department of Wildlife		<b>Office Use Only</b>		
<b>Organization Type:</b> 501(c)(3) EIN# _____ <b>Governmental entity?</b> <input checked="" type="radio"/> Y <input type="radio"/> N		Date received: _____		
<b>Address:</b> 6980 Sierra Center Parkway, Suite 120 Reno, NV 89511		Project # _____		
<b>Project Name:</b> Is this proposal being submitted as an Emergency funding request? (Circle one) Yes / <input checked="" type="radio"/> No		Grant Amount: _____		
<b>Amount requested:</b> \$50,000		<b>Website:</b> www.ndow.org		
<b>Project start date (mm/yyyy):</b> 09/2021		<b>Projected completion date (mm/yyyy):</b> 01/2023		
<b>This funding will be used to (complete this sentence with a max of 2 sentences):</b> This project aims to restore sagebrush and mountain shrub habitats that provide crucial summer, crucial winter, and migration corridors for Management Area 12 (Area 12) mule deer; priority and general habitat for greater sage-grouse; summer/brood rearing habitat for dusky grouse; as well as summer and year-round habitat for Rocky Mountain elk.				
<b>Key People:</b>	<b>Director:</b> Tony Wasley			
	<b>Board Chair:</b>			
	<b>Project Contact:</b>	<b>Name:</b>	Moir Kolada	
		<b>Position:</b>	Eastern Region Habitat Biologist	
		<b>Phone:</b>	775-289-1655 ext 5	
		<b>Fax:</b>	775-289-1649	
		<b>Email:</b>	mkolada@ndow.org	
<b>Organization Mission:</b> To protect, conserve, manage and restore wildlife and its habitat for the aesthetic, scientific, educational, recreational, and economic benefits to citizens of Nevada and the United States, and to promote the safety of persons using vessels on the waters of Nevada.				
<b>Project is on (check all that apply)</b> <input checked="" type="checkbox"/> Public <input checked="" type="checkbox"/> Private land.				
<b>Are government permits or decision documents needed for the project?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If so, are those permits and decision documents already secured?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>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.</b>				

## Dream Tags Charitable Fund Emergency Request for Proposal

<b>Has your organization received other grants from the Dream Tags Fund?</b> <b>Yes/No</b> (use additional pages to list ALL funded projects)	If yes, <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 20%; padding: 2px;">Date awarded:</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Project # &amp; title:</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Amount of Award:</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Date awarded:</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Project # &amp; title:</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Amount of Award:</td> <td style="padding: 2px;"></td> </tr> </table>	Date awarded:		Project # & title:		Amount of Award:		Date awarded:		Project # & title:		Amount of Award:	
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# Dream Tags Charitable Fund

## Emergency 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?  
The Waking Spring Habitat Restoration project is a multi-agency habitat restoration project, that focuses on habitat restoration within the southern portion of the Snake Range located to the east of Ely, Nevada. This area consists of high elevation sagebrush steppe, mountain brush communities, aspen, and conifer communities. This area provides winter and crucial summer range for the Area 11 mule deer herd, in addition to providing important habitat for a variety of sagebrush and forest obligate species. The primary objective is to restore spring and mesic habitats, sagebrush and mountain shrub, and aspen habitats that provide important habitat for mule deer. With secondary benefits to other sagebrush and forest obligate species.  
Spring protection and restoration would occur on public lands utilizing a variety of fencing methods, depending on site, and any conifer encroachment would be treated. Protection of spring heads and associated mesic areas will allow riparian vegetation to recover increasing the overall health of the system and increase the habitat value for wildlife.  
The sagebrush and mountain shrub communities within the project are experiencing an increase in pinyon and juniper infilling caused by departure from natural disturbance regimes. This infilling has led to a decrease in the quality of wildlife habitat and has been identified as a limiting factor for mule deer. Pinyon jays are known to utilize general area so treatments would be designed to Treatments would allow for the reduction in fuel loading, an increase of understory grass and forb species diversity and productivity, and improvement in overall wildlife habitat quality and wildlife diversity. Restoration activities would consist of aerial seeding, hand-thinning and/or mastication of pinyon juniper, and riparian enhancement on approximately 5,800 acres.  
The Nevada Department of Wildlife (the Department) closely coordinates with the Bureau of Land Management, Ely Field Office (Ely BLM), permittees, and the Great Basin National Park (GBNP) in the development of treatment designs and to complete all necessary requirements. The Department has a streamlined contracting process and regularly completes projects such as these; the primary limiting factor for completion of this project is funding. Therefore, likelihood of project success is high.

## Dream Tags Charitable Fund Emergency Request for Proposal

2. **Project location.**  
White Pine County, Snake Range
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.
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 permitting.

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  
Moirra 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.<sup>2</sup>
  - 1.) Spring 2023
    - a. Finalize handthining and mastication treatment designs and conduct final coordination with partners.
  - 2.) Summer 2023
    - a. Release request for bids and award contract for hand thinning
    - b. Work with selected contractor to complete as many hand-thinning acres as possible in 2023
    - c. Release request for bids and award contract for mastication
    - d. Award contract for mastication
    - e. Award contract for aerially seeding for mastication
    - f. Order and mix seed for mastication aerial seeding
  - 3.) Fall/Winter 2023/2024
    - a. Conduct aerial seeding for mastication
    - b. Work with selected contractor to begin mastication (weather permitting)
  - 4.) Spring 2024
    - a. Finalize spring protection fencing designs and conduct final coordination with BLM
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 provided in the contract. Photo points would be established to monitor the vegetation response over time.

## Dream Tags Charitable Fund Emergency Request for Proposal

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.

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<sup>2</sup> Funding will not be provided for work performed prior to grant approval.

## Dream Tags Charitable Fund Emergency Request for Proposal

### Grant Match

<b>Match amount to be provided:</b>	\$833,465		
<b>Match details:</b>	Please provide the form of your matching funds. If match is made up of both cash and in-kind, fill in both sections.		
	Match is:		
	Cash	\$	\$833,465
	In-kind	\$	
	Note: Provide an itemized breakdown of volunteer match in your budget with rationale.		
For the cash portion of your match, is the funding already being held by the applicant for this project? Yes ___ No ___			
<b>Description of matching funds/in-kind donations:</b>	Additional funding is being provided Nevada Wildlife Heritage Program, RMEF, and USFWS BIL Funding.		

### 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

	ORIGINAL PROJECT BUDGET				REIMBURSEMENT REPORT	
Budget Item Description*	DT \$	Other Funding Name**	Match \$	Total	Expenditures to date DT	Expenditures to date (other sources)
Design/Engineering	\$0	Agency X	\$0	\$0	\$xx,xxx	
Permitting	\$0	Agency X	\$0	\$0		\$x,xxx
Labor--paid	\$0	Agency X	\$0	\$0	\$x,xxx	
Labor—volunteer***		Own people	\$0	\$0	\$x,xxx	
\$0	\$0	Agency Y	\$0	\$0		
Materials	\$0	Agency Y	\$0	\$0		
Other (PJ removal contract)	\$50,000	Heritage-NDOW USFWS RMEF	\$75,000 \$618,465 \$140,000			
Overhead (max. 25%)	0			\$0		
TOTAL	\$50,000		\$833,465	\$	\$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.

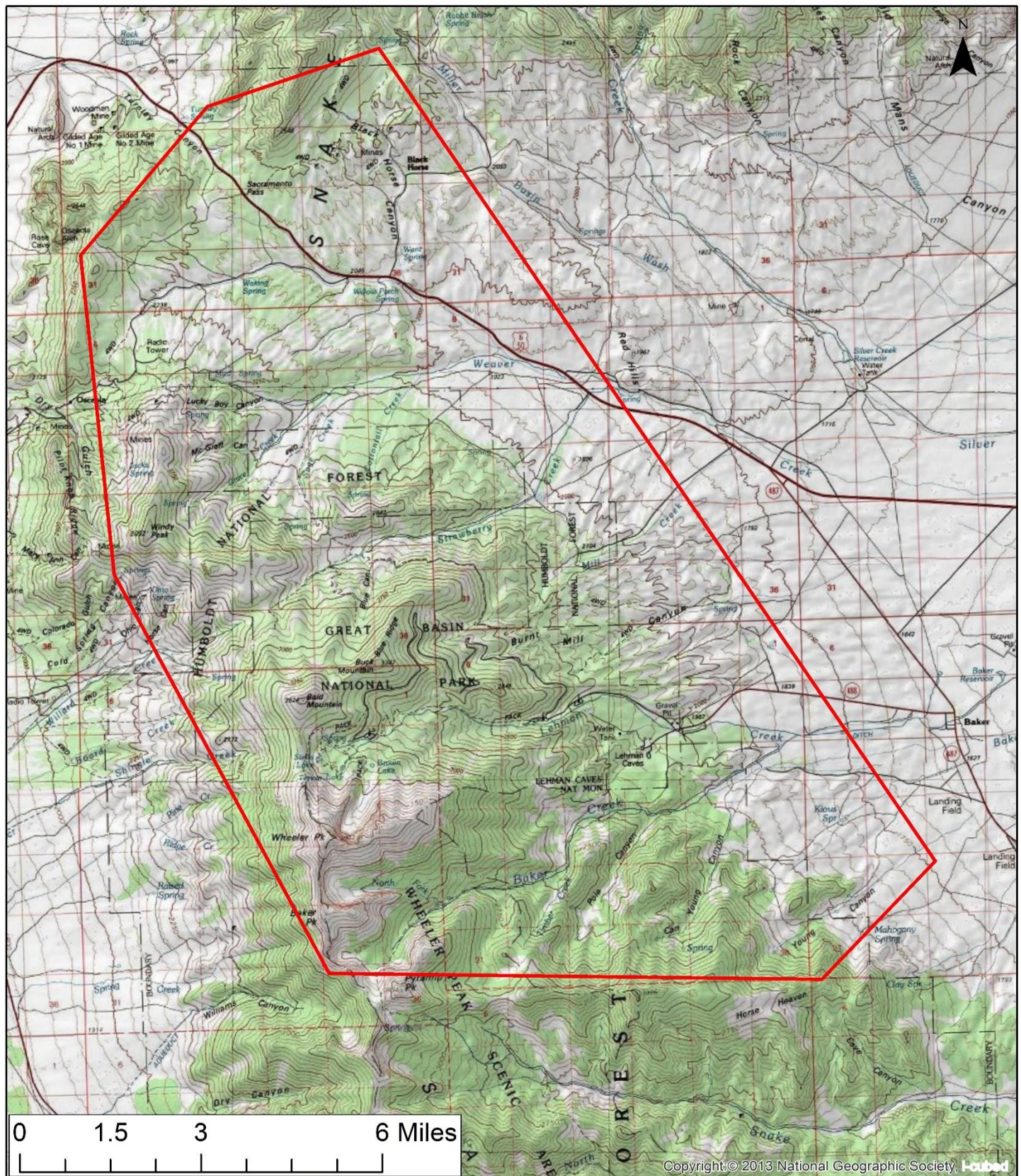
### **PROJECT EVALUATION CRITERIA**

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.



# Dream Tags Charitable Fund Open Request for Proposal



## Waking Spring Habitat Restoration

7 April 2023

Projection: UTM Zone 11 North, NAD83

No warranty is made by the Nevada Department of Wildlife as to the accuracy, reliability, or completeness of the data for individual user aggregate use with other data.

### Legend

 WakingSpring\_GeneralArea

