Weed Management Area Grant Program FAQ

1. *Can the 10% include the development of a strategic plan for the WMA?*

   Yes, this falls under the "set up" funding portion of the 10% admin funds.

2. *Can partner organizations work under a CAC's CEQA exemption if the CAC is a lead agency, but not performing the work?*

   The lead agency is responsible for obtaining CEQA coverage, regardless of who is performing the work. CEQA coverage applies to the project and it is not uncommon for several agencies to work under the same CEQA coverage when working on the same project.   See page 5 of the RFP.

3. *Do we need to have the CEQA filed before we submit our applications?*

   No, there is a grace period of 3 months after the execution of the grant agreement to demonstrate compliance with CEQA. See page 5 of the RFP.

4. *Our WMA has not met regularly in recent years and our MOU may be a bit rusty. Is there a grace period for us to refresh our MOU partnerships AFTER grant application?*

   Yes, If awarded, grant recipients must provide a copy of the signed Memorandum of Understanding (MOU) for their WMA within six (6) months of the execution of the grant agreement. See page 4 of the RFP:

5. *Do WMAs have the ability to accept funds (i.e, a separate bank account) as a WMA or do CACs need to be used to pass through funds?*

This is highly variable and dependent on the individual WMA and their relationship with the local County Agricultural Commissioner.

6. ***We want to include a contractor able to use all tools (including herbicides) to remove current CDFA Q/A rated weeds but also new CDFA Q/A rated weeds that might turn up.***

   Contractors are allowed and should be listed in the budget under the "Other" line(s) of the Operating Expenses category section on the 2025-2028 WMAGP Budget (form WMA-24-003).

7. ***If we include $7500 a year for the contractor, can we use left over money for the following year.***

   Unexpended funds will be carried forward and available to expend the next fiscal year.

8. ***Will CDFA create an updated CDFA A-B rated list to help us prioritize weeds to target?***

   CDFA current list of rated weed species are located on the CDFA website (https://blogs.cdfa.ca.gov/Section3162/?p=1958) and also linked here: Weeds | Pest Rating Proposals and Final Ratings. In addition, CDFA partnered with Cal-IPC to develop a list of regional invasive plant 'Early Detection and Rapid Response'(EDRR) invasive plant targets. The EDRR list and more information about the project can be found through the following link: Regional Priorities Compilation and on CDFA's website (https://www.cdfa.ca.gov/plant/IPC/encycloweedia/pdf/Regional_Priorities_Compilatio n.pdf).

9. ***What is the max number of pages the application allows?***

   Please use the provided application for your project submission. Page limitations and character limits are identified within each section when applicable.

10. ***Is the indirect rate really restricted to 10%?***

    Yes. In addition, the statute that governs the Noxious Weed Funding states that, "Not more than 10 percent of the noxious weed management funds distributed to a weed management area subject to this section may be used by that local organization for

meeting, travel, administration, and coordination costs." Reference Food and Agricultural Code section 7272(c).

11. Can this funding be used as a match for other state invasive species removal funding?

There are no rules against using this funding as a match for other invasive weed removal projects. However, CDFA would not be able to provide guidance on the rules of other grants or funding sources.

12. May we send mapping data to CalFlora and report to CDFA directly within one WMA?

Not more than 10 percent of the noxious weed management funds distributed to a weed management area subject to this section may be used by that local organization for meetings, travel, administration, and coordination costs.
Yes. As long as there is no duplicate data being saved on Calflora and CDFA's internal database WMAs are free to store data however they would like. If already using Calflora, WMAs can either send CDFA-PDAS their Calflora observations or send PDAS the data directly and let CDFA know that the observations are already on Calfora.

13. Is there any way to pay a consultant to develop a strategic plan for the WMA with this grant?

The WMA Grants are generally intended for performing "boots on the ground" work to control and eradicate invasive plant populations.   This would be highly dependent on the purpose of the strategic plan and the cost of the consultant (see page 5-6 of the RFP for more information on allowable costs specific to 'Contractor/Consultant').

14. What happens if an employee's salary changes from what is specified in our original budget?

It is highly recommended that applicants list position titles rather than specific employee names and mid-range salary (if unknown) or actual salary (if known) for positions at the time of the application. If salaries change, this should be reflected in the invoice. However, the original line-item total amount for personnel salaries remains the same and cannot be exceeded.

15. Will there be future NWGP funding?

The current grant funds are being awarded for up to a 3-year period which would encompass the 2025-2027 timeframe.   There is no information regarding future funding at this time. All CDFA grant opportunities are announced through the Grants.gov portal.

16. How do we develop a strategic plan?

There is no requirement for the development of a strategic plan. An Integrated Weed management plan is required. Instructions for the Integrated Weed Management Plan is found in section II of the 2025 WMAGP Project Application (form WMA-24-002) titled 'Project Plan.'

17. Can the 10 % indirect rate be increased?

No.

18. The Alameda /Contra Costa WMA has two Counties. Are we getting two separate contracts?

No, there is one funding opportunity per Weed Management Area regardless of the number of county or agency partners.

19. Is there a way to get the 2025 WMAGP Project Application and Budget Template in a word document or fillable PDF?

Yes. Please email CDFA.PHPPS_IPCB_Invoices@cdfa.ca.govto request this template in either form.

20. Are there requirements for what contractor invoices need to look like? (understanding that they are documentation attached to the main invoices from the grant recipient to CDFA)

Although there is no standard form for contractors, contractor invoices are expected to have the same level of detail contained in the standard invoice template for the agreement. In addition, equipment purchases over $5,000 require backup documentation (receipts) to be submitted with the invoice prior to payment. Equipment not identified as part of the original workplan budget prior to the award will not be approved for payment.

21. **How many line-item shifts can I submit, and what are the limits on how much can be shifted?**

    A line-item shift request (LISR) is required, prior to invoicing, if the awardee anticipates that funds expended will extend beyond 10% of the planned allotment for each budget line. For example, if personnel is budgeted as $5,000 per year, the grantee would need to request a LISR if they thought they would exceed $5,500 for billing purposes

    There is no guarantee that this shift will be approved and must accompany a written justification as to why the allotted budget amount has changed. **Up to three line-item shifts will be reviewed per agreement per year**. It is recommended that awardees reach out as soon as they are aware that their budget estimates were not aligned with their overall project. Line-item shift requests cannot exceed or change the total amount of the award. Grantees should be sure that any changes should align with the agreed upon scope and reflect fiscal responsibility.

22. **In section one, which entities do we list as part of our application? For the purposes of filling out the application budget, which groups should be listed under "personnel", or "other"?**

    Applicants should list the WMA participants that are collaborating on the application and projects. You do not need to list parties who will be performing work on the project (contractors, volunteers etc) that are not part of the WMA organization.

    The organization listed as an administrative contact should budget their personnel working on WMA projects under the "personnel" line item. Personnel costs for partner groups such as RCDs, volunteers, etc. can be budgeted as "other", and contractors as "other – contractors" line items.