

# 2021 NOXIOUS WEED GRANT PROGRAM

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## Request for Grant Applications

Released: August 19, 2020

Applications Due: September 18, 2020 by 5:00 p.m. PDT  
*No late submissions accepted.*



**California Department of Food and Agriculture**  
**Plant Health and Pest Prevention Services**  
**Integrated Pest Control Branch**  
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# About the Program

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## Purpose

The California Department of Food and Agriculture's (CDFA) 2021 Noxious Weed Grant Program (NWGP) will award grants to eligible applicants within the State of California for the implementation of an integrated weed management plan.

## Funding and Duration

CDFA will fund one grant proposal per county and a maximum award amount of up to \$32,000 per county. An award maximum amount has been included to ensure encumbrance of funds in a variety of geographic locations that will result in quantifiable accomplishments.

The maximum project term is seventeen (17) months and grant funds cannot be expended before January 15, 2021, or after June 30, 2022. CDFA may offer an award different than the amount requested.

## Eligibility and Exclusions

To be eligible, applicants must be a County Agricultural Commissioner. The project site must be located within the state of California. Applications must reflect work pertaining to implementation of controlling and/or mapping of noxious and invasive weed populations as defined in Food and Agricultural Code section 7270.5(b). In addition to plants on the Section 4500 Noxious Weed List allowable targeted species would include CDFA A and Q-rated as well as regionally important B-rated weeds. Applicants are encouraged to identify collaboration among organizations through a Weed Management Area or similar partnership. Cost-share is strongly encouraged. See Matching Funds for more details.

Program goals include, but are not limited to, all of the following:

- (1) Increase the profitability and value of cropland and rangeland.
- (2) Decrease the costs of roadside, park, and waterway maintenance.
- (3) Reduce the fire hazard and fire control costs in the state.
- (4) Protect the biodiversity of native ecosystems.
- (5) Maintain the recreational and aesthetic value of open space, recreational, and public areas.
- (6) Increase water supply and flow.

Application must:

- Describe weed species and areas to be controlled/mapped and why they were selected
- Describe how control/mapping will be performed (technique, timing, etc.)

## Timeline

2021 NWGP Timeline	
Invitation to submit Grant Applications	August 19, 2020
Grant Applications Due	September 18, 2020 at 5:00 p.m. PDT
Review Process	September 21-October 15, 2020
Announce and Award Funding	October 16, 2020
Grants Awarded	January 15, 2021
Mid-Year Report	September 1, 2021
Final Date to Complete Field Work	June 30, 2022
Final Report	July 31, 2022
Final Invoice Due	August 15, 2022

# Requirements and Limitations

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## Program Requirements

The 2020 NWGP will support implementation of weed control and weed mapping projects in California that result in permanent, annual, and measurable work product (map or plan) and/or weed reductions. All projects that receive funding are required to have measurable results.

Grant recipients will be required to submit a mid-year and final report using the CDFA 2021 NWGP Report and Mapping Template(s).

Final project reports are required 30 days after project completion, no later than July 31, 2022. Final project reports should include detailed information on project results and include photos of field work showing progress (before/after photos).

## California Environmental Quality Act and Permits

Activities funded under the Program must be in compliance with applicable state and federal laws and regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and other environmental permitting requirements. Applications for activities subject to CEQA and/or NEPA must identify the lead agency or agencies and provide documentation evidencing that the agency or agencies have accepted the lead agency role. Environmental compliance should encompass the entire project and not a particular portion or phase (no partial compliance).

If awarded, grant recipients are expected to demonstrate compliance with CEQA and all applicable permitting within three (3) months of the execution of the grant agreement.

## Project Technology

2021 NWGP grant funds **cannot** be used for pre-commercial or new technology development. *Pre-commercial technologies* are defined as new technologies or enhancements of existing technologies that are not commercially available.

## Cost Share

Grant recipients utilizing cost share funds must report funds contributed to the project.

*Cost Share funds* are a portion of project costs not borne by the NWGP. Cost Share contributions are In-Kind allowable costs incurred that are directly related to the implementation of the grant (i.e., supplies and materials, equipment, and contractor/consultant fees, oversight, administration and other associated project costs).

## Allowable Costs

Not more than 10% of the award may be used for meetings, travel, administration and coordination costs. Project costs must clearly support the implementation of the weed grant, including, but not limited to:

*Personnel Services:* Staff time and effort specifically identified and easily and accurately traced to project activities directly related to project implementation (no utility cost or insurance charges). Outreach and Education includes preparing materials or other time spent conducting community outreach on items directly related to project implementation. Survey and Mapping of weed populations and time spent reporting data directly related to the NWGP project.

*Supplies:* Supplies and materials are items with an acquisition cost less than \$5,000 per unit and have a useful life of less than one (1) year.

*Equipment:* Equipment is an article of nonexpendable, tangible personal property and has a useful life of more than one (1) year, and a purchase cost which equals or exceeds \$5,000 per unit.

*Herbicides:* Pesticide and adjuvants specifically used in control and eradication work during project implementation.

*Contractor/Consultant:* Contractor fees are limited to labor to install the project. Consultant fees are for a specific and identifiable service that is directly related to project implementation.

*NOTE: Compensation for individual contractor/consultant fees must be reasonable and consistent with fees in the marketplace for the same or similar services.*

*Travel Costs:* Travel costs associated with attendance of local or statewide WMA meetings, in addition to travel necessary to perform required project objectives within the state of California.

*Other Costs:* Other direct costs and expenses for implementing the project not covered in any of the previous categories such as postage. If rental vehicles are used, grant recipients should utilize the most economical rental vehicle option available. Reimbursement is up to the actual cost. Fuel reimbursement when using a rental vehicle will be at the actual cost for the fuel, and must be supported with receipts.

*Mileage:* Applicants should apply the current government mileage rate when using a privately-owned vehicle for travel-related to the project. The California mileage rate is accessible at: <https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2020>

Mileage logs should be utilized to substantiate mileage costs.

Note: For rental vehicles, see 'Other Costs'. Mileage associated with Travel Costs should be listed under travel and not combined with mileage required to get to and from weed control areas in performing plan activities.

*Indirect Costs:* (also known as "facilities and administrative costs") are costs incurred for common or joint objectives that cannot be identified specifically with a particular project, program, or organizational activity. The maximum indirect cost rate is 25 percent of total personnel services.

## Unallowable Costs

The following costs are **not** allowed:

- Costs incurred outside of the project term.
- Costs covered by another State or Federal grant program.
- Pre-development costs, including, but not limited to: permits, project designs, and any other activities that contributed to a project's readiness.
- Costs associated with environmental review required for project permits, including preparation of Environmental Impact Reports.
- Expenditures for purchasing or leasing land or buildings.
- Costs of food or rent incurred during community outreach.
- Costs associated with mitigation of potential adverse impacts (i.e., California Government Code Section 16428.86(a)).

# How to Apply

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Applicants are required to download, complete and submit the NWGP application using the required template. Applications must be submitted electronically via email CDFA.PHPPS\_IPCB\_Invoices@cdfa.ca.gov by 5:00 p.m. PDT on September 18, 2020.

## *Attachment 1: Project Application Template*

The Project Narrative should detail the weed control project, the specific type of control to be used in the proposal, mapping, weed species and location(s). For joint projects the plan for the entire project must be included.

## *Attachment 2: Budget Template*

Applicants must provide a clear accounting of personnel and operating costs, work hours, equipment and travel associated with all activities necessary to complete the project. Applicants must identify 2021 NWGP funds requested and the source and amount of matching funds if applicable. Not more than 10% of the funds may be used for meetings, travel, administration and coordination costs. If applicant chooses to utilize less than the allowed 25% Indirect Cost rate please check the box on the budget template to acknowledge the reduced rate.

CDFA will reply with an email confirmation when applications are received. If you do not receive confirmation within two (2) business days of your submission, contact the CDFA Integrated Pest Control Branch at (916) 262-1102.

# Review and Notification

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## Review Process

Projects will be selected for award so long as the application meets the minimum criteria set forth below. CDFA will conduct the following review during the grant application process:

1. All applications are subject to an administrative review to determine whether application requirements were met.
2. Additional considerations may be given for the projects ability to meet identified goals.

## Disqualifications

During the administrative review, the following will result in the automatic disqualification of a grant application:

- One or more unanswered questions necessary for the administrative review
- Missing, blank, unreadable, or corrupt content
- Unusable or unreadable attachments
- Requests for more than the maximum award amount

**APPEAL RIGHTS:** Any disqualification taken by the Plant Health Pest Prevention Division, Integrated Control Branch during the administrative review for the preceding reasons may be appealed to CDFA's Office of Hearings and Appeals Office within 10 days of receiving a notice of disqualification from CDFA. The appeal must be in writing and signed by the responsible party name on the grant application or his/her authorized agent. It must state the grounds for the appeal and include any supporting documents and a copy of the decision being challenged. The submissions must be sent to the California Department of Food and Agriculture, Office of Hearings and Appeals, 1220 N Street, Sacramento, CA 95814 or emailed to [CDFA.LegalOffice@cdfa.ca.gov](mailto:CDFA.LegalOffice@cdfa.ca.gov). If submissions are not received within the time frame provided above, the appeal will be denied.