



Urban and Community Forestry Inflation Reduction Act (IRA) Webinar for Grant Applicants

April 2023

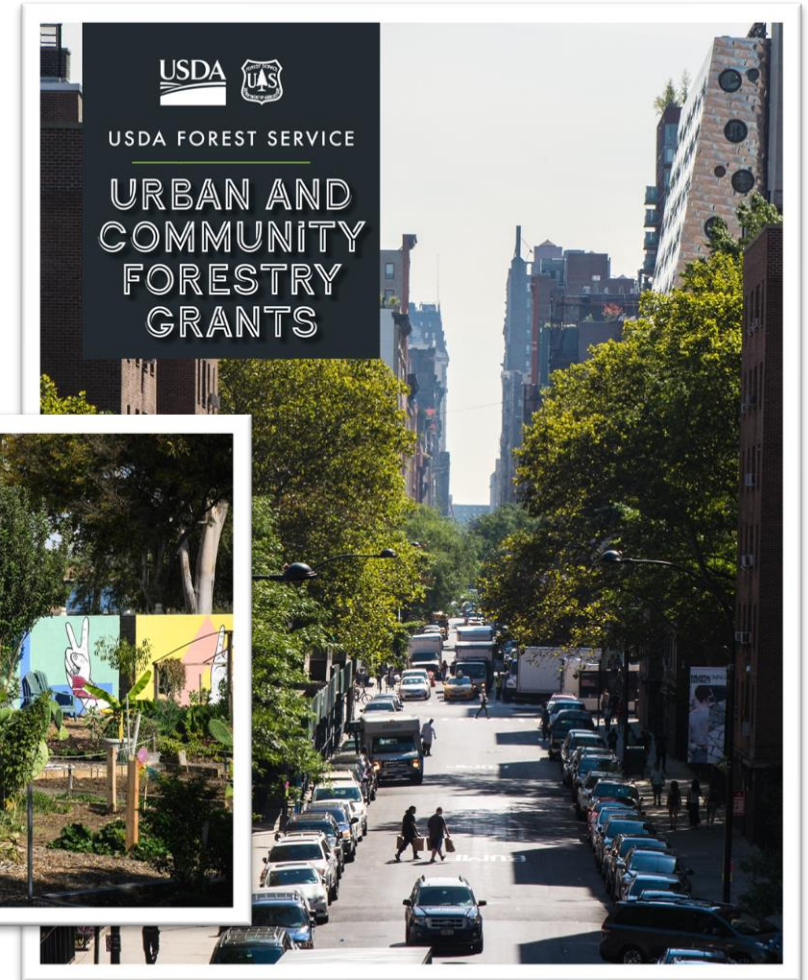
House Keeping

- Today's webinar is being recorded.
- Please mute your speakers.
- Please enter your comments or questions in the chat box. The chat box will be monitored during the webinar.
- We also invite your comments and questions via email. Please submit them to SM.FS.UCF_IRA@usda.gov and add **UCF-IRA Webinar** in the subject line.



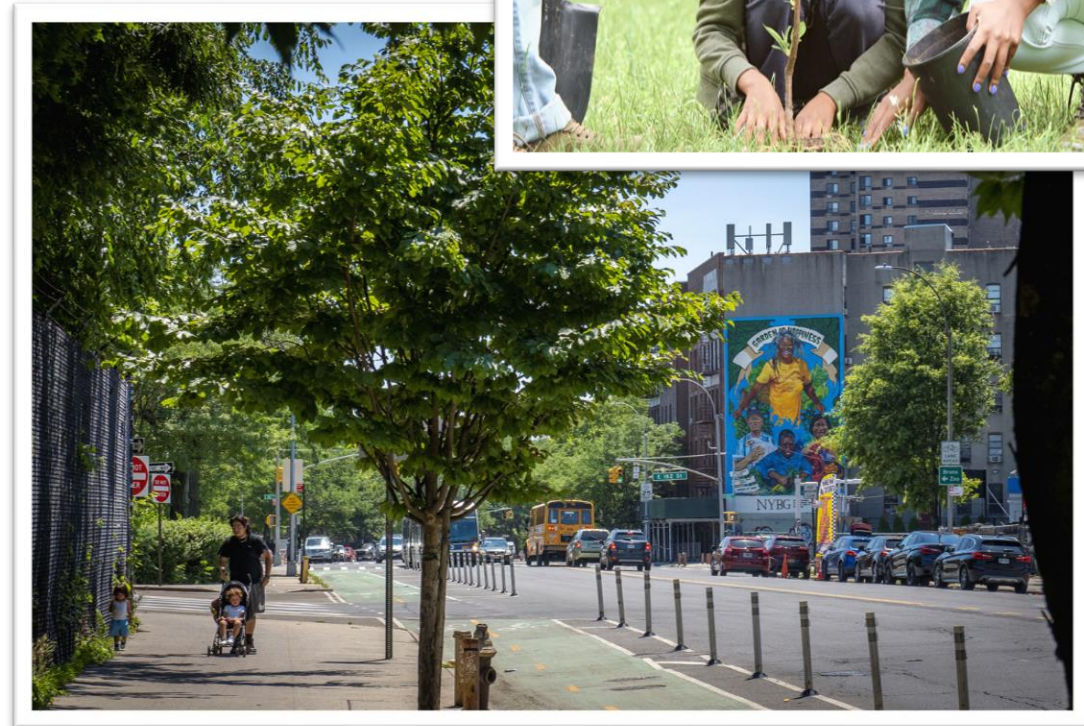
Today's Agenda – Urban and Community Forestry Program

- Introductions
- About the Urban and Community Forestry Program
- SAM.gov Registration
- Eligibility
- Grant Application Requirements
- Application Forms SF-424/424A
- Additional Questions



Introductions

- Urban and Community Forestry Program
 - SM.FS.UCF_IRA@usda.gov
 - Beattra Wilson
 - Nancy Stremple
- The Access Team
 - Melissa Aulisio
 - Rebecca Buxton
 - Aaron Stout
- Grants and Agreements
 - Lynne Sholty



About the Urban and Community Forestry Program

- The **USDA Forest Service Urban and Community Forestry (UCF) Program** is the only dedicated urban forest program in the federal government.
- The UCF Program assists State Forestry agencies and partner organizations in **addressing and applying nature-based solutions to chronic and emergent economic, social, and environmental challenges** in communities across the United States.



About the Urban and Community Forestry Program

The UCF Program is designed to **direct funding to communities** experiencing low urban tree canopy, dead and hazardous tree conditions, extreme heat, severe flooding, and limited awareness of or access to green job workforce to help them:

- Become more **resilient to climate change**
- Benefit from the **cooling effects of increased urban tree canopy**
- Experience **improved forest health** conditions and **safer access to tree benefits**
- Attain broadened exposure and access to **environmental career pathways.**





Funding through the Inflation Reduction Act

- USDA Forest Service is committed to **diversifying, leveraging, and increasing** funding for urban and community forestry.
- The Inflation Reduction Act dedicated **\$1.5 billion** to the UCF Program to remain available until September 30, 2031 “**for tree planting and related activities,**” with a priority for projects that benefit underserved populations and areas [IRA Section 23003(a)(2)].
- The first **Public Notice of Funding Opportunity (NOFO)** was announced on **April 12, 2023.**

Notice of Funding Opportunity (NOFO) and Application Links



- Grants are offered on a competitive basis through a Notice of Funding Opportunity (NOFO) at the link below. **This NOFO is open to all eligible applicants.**

[IRA-UCF 2023 Notice of Funding Opportunity \(NOFO\)
\(urbanandcommunityforests.org\)](https://urbanandcommunityforests.org)

- Applications will be submitted through an **online portal at the link below.**

[IRA-UCF 2023 Notice of Funding Opportunity \(NOFO\)
\(urbanandcommunityforests.org\)](https://urbanandcommunityforests.org)

Registration Entity at SAM.gov

- All applicants must have an active registration in the System for Award Management (SAM) system at [SAM.gov](https://sam.gov) .
- You can use [SAM.gov](https://sam.gov) to register to do business with the U.S. Government.
- A [SAM.gov](https://sam.gov) registration is required to apply for and receive payment for federal grants.
- Registering includes requesting a Unique Entity Identifier (UEI), entity registration, and entity validation.



SAM.gov

Entity Validation

- Before you can register your entity, you must validate it. Entity validation confirms an entity's existence, location, and uniqueness.

- **Unique Entity Identifier (UEI) #**

Registration

- An entity registration allows you to apply for U.S. federal government contracts and assistance.

- Renew every 365 days

- Registration timeline 45-60 days

Please Note - **The Application Guide** gives detailed Instructions [SAM.gov](https://sam.gov) Registration.



Need face-to-face help with SAM.gov Registration?



<https://WWW.aptac-us.org/>

Eligible Applicants

- State government entity
- Local government entity
- Agency or governmental entity of the District of Columbia
- Agency or governmental entity of an insular area (as defined in section 1404 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3103))
- Federally Recognized Tribes, Alaska Native Corporations/villages, and Tribal organizations as defined in 25 USC 5304 (l) and operating within the United States, or its territories
- Non-profit Organizations
- Community-based Organizations
- Public and State-controlled institutions of higher education



Eligible Lands

- **Eligible applicants may apply for funding for a project to be conducted on non-Federal lands, such as:**
 - State and local government
 - Homeowner associations
 - Private lands, and
 - Tribal/Alaska native corporation (includes Trust lands)

- **Project proposals must conform to laws and authorities in the Cooperative Forestry Assistance Act (Section 9. [16 U.S.C. 2105] Urban and Community Forestry Assistance**



Eligible Project Activities

- Protect, enhance, and expand equitable urban tree canopy cover to maximize community access to human health, social, ecological, and economic benefits particularly in disadvantaged and nature-deprived communities. Improve and increase access to parks and nature in communities.
- Develop paid on-the-job training opportunities, including pre-apprenticeships and apprenticeships, to expand workforce development pathways for green careers in urban and community forestry.
- Advance the use of tree and forest inventories, monitoring, and assessment tools in priority areas, including monitoring and measurement of extreme heat.

Please review the **Eligibility of Funding FAQ's** for a more complete list.



Ineligible Project Activities

- Cost-share, reimbursement, and other types of **payment** provided directly to private landowners.
- Small business start-up funding.
- Equipment purchases are rarely approved and will be reviewed prior to grant award. Equipment rental should be considered as an alternative.
 - **Equipment is defined as an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.**

Matching Funds

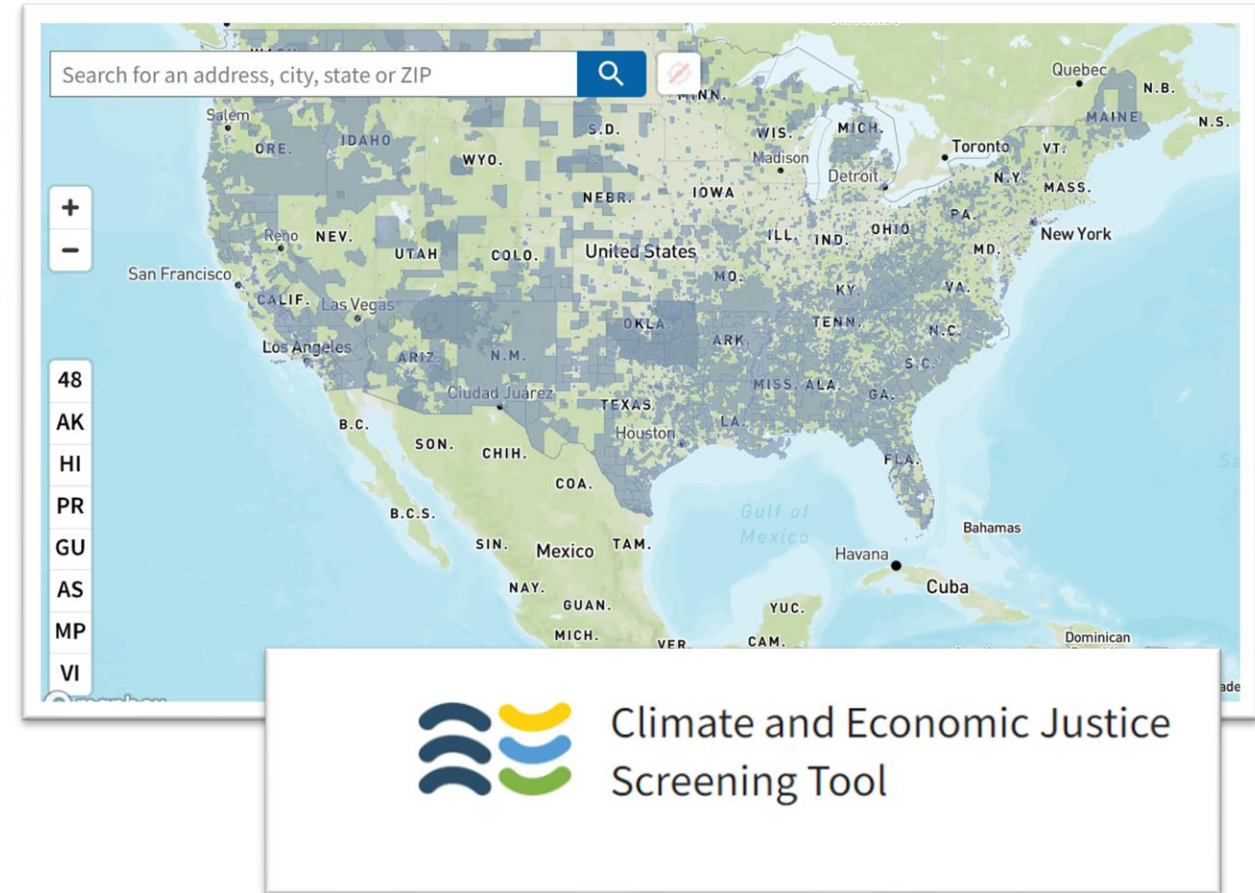
Required Matching Funds:

- All federal grant funds are to be matched at least equally (**dollar for dollar**) from non-federal sources.
 - **Cash Match** is from the applicant's budget, such as personnel salary, fringe benefits, travel, and supplies, or cash provided by another party. Source of cash match cannot be derived from another Federal award or grant.
 - **In-Kind Match** is a non-cash contribution of value.



Match Waiver

- Match may be waived for proposals that deliver 100% of the funding/program benefits to disadvantaged communities.
- Applications seeking match waiver must describe the scope of work to be performed in applicable disadvantaged communities identified through the White House Council on Environmental Quality Climate and Economic Justice Screening Tool ([CEJST](#)).



Pass-Through Funding (Sub-Awards)

- Purpose is to alleviate the administrative burden on small, capacity strained applicants.
- A **minimum** of 80% of all funding to a pass-through entity must be competitively sub-awarded to community-based organizations, or other partners serving disadvantaged communities.
- Funding to Pass-Through Entities will be executed through a grant or cooperative agreement with substantial Forest Service involvement, at the discretion of the Forest Service.

Responsibilities of the Pass-Through entity will include:

- Design a competitive project application submission and evaluation process that alleviates the burden on small, capacity-constrained applicants.
- Develop outreach efforts to reach all underserved or disadvantaged communities.
- Develop a sub-award process that ensures effective fund dispersal and completion of sub-awardee projects within a 1-year period. All sub-awardee projects must be completed within 5 years.
- Manage the application in-take processes, evaluations, subawards process, financial monitoring, project tracking, and reporting for communities.
- Assist sub-awardee with development and distribution of communications and promotional materials that support the funded program of work and reflect IRA as the source of funding.



Funding Eligibility

- **Available Funding:**

- The U.S. Forest Service may provide up to **\$1 Billion** for Urban and Community Forestry investments through this opportunity (based on availability of funding, the quality of applications received, agency priorities, and other applicable considerations).

- **Grant Awards:**

- The USDA Forest Service welcomes proposals spanning a broad range of costs from eligible entities working at a community, regional, and national scale. The **minimum** Federal funding amount for projects is \$100,000. The **maximum** Federal funding limit is \$50,000,000.



Projects under \$100,000

- Stay connected with us!
- You could potentially be connected with our partners and become a sub-awardee.



If your project's Federal funding requested is less than 100K, your proposal does not qualify for this opportunity. However, we would like to invite you to connect with our partners to learn more about other urban and community forestry funding opportunities and activities within our partner network. Please click on the "Sign Me Up Now" button to provide your contact information and a short summary of your project or interests. We will acknowledge your submission.

[SIGN UP NOW](#)

A blue-tinted photograph of three people riding bicycles on a path through a wooded area. The person in the center is a woman wearing a helmet and a patterned jacket, smiling. The person on the left is also wearing a helmet and a light-colored jacket. The person on the right is wearing a dark jacket and a helmet. The background consists of many trees.

Break for Q&A

- Please enter your questions in the chat box.
- We also invite your questions via email. Please submit them to SM.FS.UCF_IRA@usda.gov and add **UCF-IRA Webinar** in the subject line.
- We will answer the Top 3 Frequently Asked Questions (FAQs).

Grant Application Requirements



Grant Application Process

Electronic Application:

- The Inflation Reduction Act – Urban and Community Forestry Notice of Funding Opportunity is posted on [Grants.gov](https://www.Grants.gov).
- In the “**Grant Opportunities Search Bar**”, enter
 - “**Opportunity Number USDA-FS-2023-UCF-IRA-01**”
 - Click on the link labeled “**Inflation Reduction Act – Urban and Community Forestry Grant Application Portal**” to access, complete, and submit the online grant application.
- **SAM.gov Registration:** All applicants must have an active [SAM.gov](https://www.SAM.gov) registration at the time of application and must maintain an active registration throughout the life of the award.
- **All application materials must be received by 11:59 pm Eastern Time on June 1, 2023.**
- Awards will be announced by **October 1, 2023.**



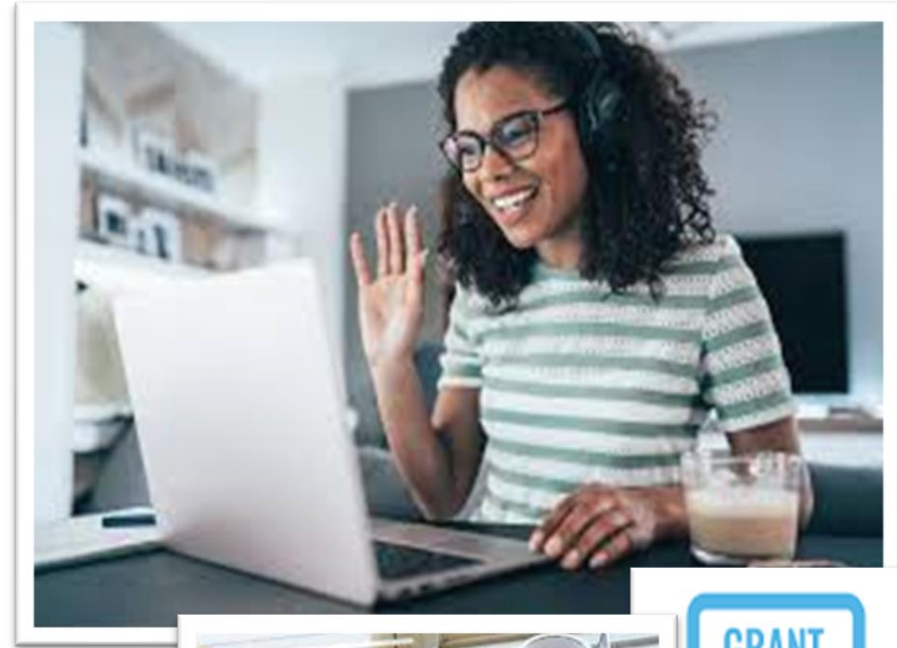
Grant Application Elements

A. Project Narrative

1. Project Title
2. Project Applicant
3. Contact Information for Project Lead
4. Project Summary – *less than 100 words*
5. Project Scope Alignment
6. Implementation Strategy/Methodology/Timeline
7. Capability and Capacity
8. Project Partners
9. Evidence of Disadvantaged Community Status ([CEJST](#))

B. Budget Narrative

C. Project Budget



Grant Application Elements: Project Budget

Budget Narrative:

In a separate document titled “Budget Narrative,” explain and justify all requested budget items and costs.

Project Budget:

Must be submitted as an attachment providing the information included in the budget template tool and instructions provided.

Please Note!

Neither the budget narrative nor project budget is a part of the 7-page limit.









Application Forms: SF-424 & 424A

- Application for federal funding must include the SF-424 Application and the SF-424A Budget which **MUST** match the budget narrative.
- **Please Note!**
Do not enter the Federal Identifier. A Forest Service representative will enter that information.
- View the web portal tab “**FORMS, TEMPLATES & RESOURCES**” for instructions and examples of each form.



Proposal Evaluation Criteria

	Alignment with Priorities	0-30 points
	Technical Merit	0-20 points
	Capability and Capacity	0-20 points
	Measurable Results/Outcomes	0-20 points
	Budget and Cost Effectiveness	0-10 points
<hr/>		
	Total Score	0-100 points

Submitting Applications

- **Electronic Application:**
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Questions & Answers
Closing Remarks

Thank You!



Urban and Community Forestry Program