
DEPARTMENT OF FOOD AND AGRICULTURE**Request for Proposals (RFP)****Eradication of Noxious and Invasive Weeds
by Weed Management Areas in California**

June 22, 2007

The California Department of Food and Agriculture (CDFA) is requesting proposals generated by Weed Management Areas (WMAs) to implement noxious weed control projects in California. The funding available in this RFP (\$1,200,000) comes from CDFA's general fund budget and is intended to address the cooperative prevention, early detection, and eradication of noxious weed populations in California. As not all segments of each proposals will be funded, a scoring system will be used to evaluate proposal segments as objectively as possible based on criteria described below.

Eligibility:

Proposals must be submitted on behalf of a recognized county-based California WMA. Individual projects within the proposal work plan can be conducted by any signatory(s) of the WMA, but the lead agency for contracting purposes must be a County Agricultural Department, Resource Conservation District or other governmental agency. CDFA will contract with only one entity per county, except by special request. WMAs having proposals that involve compensated work by more than one WMA member will need to rely on sub-contracting with the lead contracting entity.

- **If a WMA received full funding in the 2006 RFP it may not submit a proposal in 2007.**
- **If a WMA received partial funding in 2006 it may resubmit projects that were not funded in 2006 or submit substitute projects. The combined cost of 2006 funded projects and 2007 submitted projects may not exceed the cost of \$35,000/county/year for the WMA.**
- **If a WMA submitted a proposal but received no funding in 2006 it may resubmit the same proposed projects or submit substitute projects not exceeding \$35,000/county/year.**
- **If a WMA did not submit a proposal in 2006 it may submit a proposal following all the guidelines listed below not exceeding \$35,000/county/year.**

Proposals due date:

Proposals must be submitted by **5pm, Monday, August 15, 2007** by email to: sschoenig@cdfa.ca.gov. **Late proposals will not be accepted!**
(send all three attachments on one email – we can accept LARGE files)

What a proposal must include:

Each proposal shall include the following three documents, the first two of which **must** be created using the electronic templates:

- 1) Proposed work plan (Microsoft Word document [no maps]);
- 2) Proposed budget (Microsoft Excel spreadsheet);
- 3) Supporting map document. (maps need to be placed in one Microsoft Word document as imported images – 10 megabytes maximum)

Proposals that do not follow the work plan and budget format as provided in the templates will not be accepted.

How many projects can be submitted per proposal:

Each WMA proposal is limited to 5 separate projects maximum per WMA. [It is recommended however to have closer to 3 projects submitted if possible.] Because most WMAs will not have all their proposed projects funded in this round, it is best to prioritize candidate projects within the WMA first for strategic importance (by voting or delegated authority) and submit only the highest priority projects.

Each WMA proposal will have at least one project funded in-part or in-totality.

Priority Topic Areas:

Proposed projects must fall within one of the Priority Topic Areas listed below. Weeds to be addressed are those either rated by CDFA as A, B, C or Q * or rated by Cal-IPC as High or Moderate **.

Detection, mapping and outreach efforts can be included as a component of any of the Priority Topic Areas to support or extend the success of the project. Except for Priority 5 these may not be proposed as stand-alone projects.

- 1) **Eradication.** These projects will treat pioneer, outlier populations. A regional map of these populations in relationship to other populations in the county and region must be supplied to establish the limited distribution and strategic importance of the populations to be treated.
- 2) **Containment.** These projects will define a leading edge of invasion, and treat populations outside of this no-spread line. A regional map of known populations with a defined no-spread lines and outliers must be supplied to establish the intent of the project.
- 3) **Regional collaborations.** These projects will add support to existing control projects that bring collaborators together to control weeds in a focused contiguous region. These funds will be awarded in situations where receiving these funds will (a) allow control on lands not currently being addressed, and (b) greatly contribute to the overall success of the regional project. A regional map of the project must be supplied to describe the project.

4) **High-value sites.** These projects will control damaging weeds that are not necessarily rare in a region but that occur in an area of high value. Value is not necessarily measured economically; it can also include threats to rare and endangered species, important recreational resources, or areas prone to extensive spread where taking action would make a measurable difference for the values being affected or threatened. A regional map of the infestation and the high-value resources at risk must be submitted to describe the project.

5) **Mapping and Strategic Planning for newer WMAs.** For a WMA that has formed after the SB1740 funding sunset, lacks very basic weed distribution data or has not gone through a process of strategic planning and setting of regional eradication priorities, a mapping and strategic planning project may be submitted for up to \$15,000 for these purposes.

* http://www.cdfa.ca.gov/phpps/ipc/encycloweedia/pdfs/noxiousweed_ratings.pdf

** <http://www.cal-ipc.org/ip/inventory/index.php>

Funding time period:

We are soliciting proposals for projects to be conducted during the **2008 AND 2009 calendar years**. As you will see when completing your project budget using the template, the budget needs to be broken out between the portion which falls in the state's 2007/2008 Fiscal Year (Jan 1, 2008 – June 30, 2008); the portion which falls in the state's 2008/2009 Fiscal Year (July 1, 2008 – June 30, 2009); and 2009/2010 Fiscal Year (July 1, 2009 – Dec 31, 2009).

It may be somewhat difficult to have all contracts in place by Jan 1st, 2008. Please let us know when you submit your plan when you really need to start work.

Cost-share is requirements:

Proposals must provide as a minimum a 50:50 cost-share. Cost-share is counted as local resources (monetary or in-kind) contributed to help carry out the project for which CDFA funding is being requested in this proposal. Having more than a 50:50 match can increase the score for your proposal (up to 10 points).

Maximum amount for funding request:

Because of limited funding not all proposals will be selected for funding. Each Weed Management Area can request up to **\$35,000.00** per county per year for one or two calendar years. (as an example, a two-county WMA can submit a two-year project up to \$140,000)

Allowable Administrative Costs:

The agency that acts as the contracting agent with CDFA is eligible to budget up to 10% of the contract for administrative costs. Sub-contracts may not charge administrative costs unless the primary contractor does not take them. In other words only 10% of the funds can go to administrative costs.

Project Scoring:

Points listed are the maximum potential for that category. Proposals will be scored by CDFA and the program's advisory committee.

Importance of the project

How closely does the stated project objective fit one or more of the Priority Areas? **30 points**
Strength of evidence for regional significance or long-term benefits (narrative & maps)? **20 points**

Quality of the project plan

Clarity of goals and effectiveness of control methodology **20 points**
Clear milestones and performance measures (simple monitoring) **10 points**

Qualifications of the WMA

Strength of the WMA and past performance of WMA or county in weed control. **10 points**
Does the project go beyond 50:50 cost-share requirements? **5 points**

Budget Format

Does the budget follow the format and is it free of errors? **5 points**

Total **100 points**

Looking Ahead to the 2008 funding program. Assuming that the program is funded in the 2008/09 Fiscal Year, funds will be distributed in a somewhat different fashion:

Each WMA which meets a set of minimum requirements (currently under development) will be asked to submit a workplan for "baseline funding". If the workplan is judged to be acceptable, baseline funding will be issued and continued on a year-to-year basis as future program budgets permit. The amounts of the baseline funding each WMA receives will be similar although possibly scaled to relative needs.

An as-yet-undetermined percentage of the yearly program budget will be made available through an RFP process similar to this year's format to select out a set of high-priority projects for supplemental funding. Not all WMAs will receive supplemental funding.

Questions and comments should be directed to:

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