

# **Announcement for Pre-Proposals, 2007-2**

## **Joint Fire Science Program**

### **U.S. Department of the Interior**

**Bureau of Indian Affairs  
Bureau of Land Management  
Fish and Wildlife Service  
Geological Survey  
National Park Service**

### **U.S. Department of Agriculture**

**Forest Service**

**Opens October 13, 2006**

**Closes November 20, 2006**

#### **NOTE TO PROPOSERS:**

**There are significant changes in requirements for pre-proposals. Please read the AFP carefully.**

There are three task statements in this Announcement for Pre-proposals:

- Build on or extend results of completed JFSP research
- Re-measurement of past study sites or experimental plots
- Evaluation and testing of models or modeling systems

## A. Program Description

The Joint Fire Science Program (JFSP) is a partnership of six federal wildland management and research agencies with a need to address problems associated with managing accumulating wildland fuels, fire regimes, and fire-impacted ecosystems. The partner agencies include the USDA Forest Service and five bureaus in the Department of the Interior (Bureau of Indian Affairs, Bureau of Land Management, National Park Service, U.S. Fish and Wildlife Service, and the U.S. Geological Survey). For the purpose of this Announcement for Pre-proposals (AFP), "wildland fuels" are considered to be living and dead plant material associated with forests, woodlands, shrublands, grasslands, wetlands, and riparian areas.

Wildland fuels have been accumulating during at least the past half-century due to wildland fire management policies, wildland management practices, and other factors. As demonstrated in recent years, the additional fuels contribute to intense fire behavior and increase the resistance of fires to control. Consequently, property and natural resources have been destroyed, costs of fire management have escalated, fire dependent ecosystems have deteriorated, and the risks to human life and property continue to escalate.

Congress, agency administrators, JFSP partners, and others have recognized that the accumulation of wildland fuels must be reduced in order to reduce the human threat from fire and maintain natural resource values. Congress directed the Department of the Interior and the USDA Forest Service to develop a Joint Fire Science Plan to provide science-based support to land management agencies as they address this need. The JFSP was established with the 1998 Appropriation for Interior and Related Agencies to help ensure that cooperating federal land management agencies expedite scientifically sound, efficient, systematic, and effective solutions and monitoring programs that cross agency jurisdictions and fuel types.

The 1998 Joint Fire Science Plan addressed four issues critical to the success of the fuels management and fire use programs. These included wildland fuels inventory and mapping, evaluation of fuels treatments, scheduling of fuels treatments, and monitoring and evaluation. Congress included additional direction in the 2001 Appropriation for Interior and Related Agencies on issues such as protocols for evaluating post fire stabilization and rehabilitation projects, aircraft based remote sensing, and regional/local issues.

For further background on the goals of the JFSP, those considering submitting proposals and other interested parties are encouraged to review the Joint Fire Science Plan, which is available via the Internet at: <http://jfsp.nifc.gov>. The JFSP has issued AFPs every year since 1998 and has selected and funded more than 300 projects. Previous AFPs and lists of funded projects can be found on the program Web site. Historically, approximately 15-25% of submitted proposal have received funding.

The Governing Board does not fund projects that are or should be internally funded from existing accounts (such as routine agency monitoring) or operational portions (such as the installation of fuels treatments or development of Fire Management Plans) of other projects. The JFSP encourages pre-proposals from all interested parties. However, because the focus of the JFSP is on wildland fire and fuels issues on federal wildlands, evidence of direct involvement by federal scientists or land managers in the development of pre-proposals must be included in all pre-proposals. **Pre-proposals that do not have evidence of direct**

**involvement by federal land managers or scientists will not be considered for funding.**

Examples of direct involvement by land managers or scientists include participation as a principal investigator (PI), cooperator, or collaborator; letters of commitment and support; or written evidence from a manager that the proposal is responding to an urgent fire or fuels problem related to the land manager's unit. In addition we encourage letters of commitment and support from organizations such as the National Association of State Foresters, Western Forestry Leadership Coalition, National Association of Conservation Districts and additional non-governmental stakeholder organizations or professional societies.

## **B. Pre-Proposal Submission**

**The JFSP program office must receive the pre-proposal package by close of business (5:00 pm MST) November 20, 2006. There will be no exceptions to this closing date.**

**Please note:**

- **Incomplete pre-proposals will not be considered.**
- **Faxed or e-mailed proposals will not be accepted.**
- **Pre-proposals longer than 4 pages (including title page) will not be considered.**

**The following items must be included to be considered:**

1. One original and **ten** stapled unbound copies of complete pre-proposal packet including all material.
2. An electronic version on a compact disk (in MS Word or editable pdf format) must be included. Proposals must be submitted without MSWord "Track Changes" artifacts.
3. Signature and complete address including phone number, mailing address, surface mail address (if different than mail address) and e-mail address of principal investigator.
4. Letters of support are not required at this time. Selected pre-proposals may submit letters of support along with the full proposal to be considered in the peer review process.

**The pre-proposal must clearly state the primary task statement addressed. Pre-proposals will be judged in the context of this one task statement.** Pre-proposals may mention other task statements that relate to proposed work, but these ancillary task statements will not form the basis on which pre-proposals will be reviewed.

**Questions and pre-proposals should be directed to:**

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National Interagency Fire Center  
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Boise ID 83705  
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email: [Becky\\_Jenison@nifc.blm.gov](mailto:Becky_Jenison@nifc.blm.gov)

## C. Areas of Interest

The Joint Fire Science Program has funded a wide array of wildland fire and fuels research and development projects since its inception in 1998. The Governing Board intends to continue funding new research but also believes that essential information can be gained by building on the strengths of completed JFSP projects. Older data sets could provide opportunities to test new hypotheses. Models could be enhanced with additional work. Some fire effects are not well gauged with short-term studies; critical responses are frequently observed only after many years post-treatment.

The Board invites pre-proposals that build on **completed** JFSP projects. They believe that short pre-proposals will enable investigative teams to quickly convey the essence of proposed research without the burden of fleshing-out minute details.

There are three areas of interest in the Announcement for Pre-proposals:

- Build on or extend results of completed JFSP research
- Re-measurement of past JFSP-funded study sites or experimental plots
- Evaluation and testing of models or modeling systems that were created or modified with JFSP funding.

Pre-proposals submitted must clearly state which Task Statement is being addressed such as *Pre-proposal Task 1: Build on or Extend Results of Completed JFSP Research AFP 2007 - 2-1*

### ***Pre-proposal Task 1: Build on or Extend Results of Completed JFSP Research AFP 2007 – 2 – 1***

**The Joint Fire Science Program requests pre-proposals for studies that will build on or extend results of completed JFSP research.**

Studies or work proposed under this task statement must address one or more of the following:

- a. Development of new applications for previous research or models,
- b. Further testing of previous results through new studies or experiments,
- c. Integration of the results of previous work with that from other studies or regions,  
or
- d. Communication strategy development and knowledge transfer implementation activities to create awareness and understanding of research findings.

### ***Pre-proposal Task 2: Re-measurement of past JFSP study sites or experimental plots***

***AFP 2007 – 2 – 2***

**The Joint Fire Science Program requests pre-proposals for re-measurement of past JFSP-funded study sites or experimental plots.**

For certain completed JFSP projects there is considerable added value in repeat measurements of experimental plots or sites several years after the studies were installed.

Studies proposed for re-measurement should include treatments that were originally implemented at least 4-5 years before the proposed measurement period.

Pre-proposals must clearly state the added value to be obtained from re-measurements at this time and articulate compelling reasons for re-measurement. Pre-proposals should outline measurement history to date and explain how proposed re-measurements will complement and build on existing data sets.

### ***Pre-proposal Task 3: Evaluation and testing of models or modeling systems*** **AFP 2007 – 2 – 3**

**The Joint Fire Science Program requests pre-proposals for evaluation and testing of models or modeling systems.**

Pre-proposals are requested to evaluate or validate the accuracy of models or modeling systems that were developed all or in part with funding from the Joint Fire Science Program. Of particular interest are models of landscape dynamics of fuels or fire behavior; models that link fuels or other factors to fire behavior; predictive models intended to support fire and fuels management planning decisions at a stand to landscape scale; or integrated models that incorporate social and economic dimensions of fire and fuels management with biophysical response models.

## **D. Special Requirements**

Submitted Pre-proposals must conform to the following special, specific requirements:

- Pre-proposals must clearly demonstrate how proposed projects would add value to existing tools or models or enhance manager understanding of fire effects on natural resources.
- **Pre-proposals longer than 4 pages including title page will not be considered.**
- This AFP is intended to support work additional to that funded previously by JFSP; we will not support completion of work that was included in the approved plan of work for previously funded projects.
- Only pre-proposals that build on completed JFSP studies will be considered. The original study is complete if a final report was submitted to the Program Office prior to September 30, 2006.
- For information concerning the original proposals, including status of the final reports and JFSP project number, refer either to the JFSP web page (<http://jfsp.nifc.gov>) or contact the original Principal Investigator. **DO NOT contact the Program Office.**
- Pre-proposals will be reviewed by the Governing Board to determine which proposed projects best meet the intent of this solicitation. PIs of the selected pre-proposals will be invited to submit full proposals. Principal Investigators of selected pre-proposals will be

notified by e-mail no later than **January 12, 2007**. To be considered in the final selection process, full proposals must be received by the Program Office by **February 28, 2007**.

- **Full proposals will go through the normal JFSP peer review process and there is no guarantee of funding.**
- Full proposals will need to meet the normal proposal submission requirements including signature of Principal Investigator, a Federal Cooperator, and appropriate Federal Fiscal Representative. See AFP 2007-1 available on the JFSP web page (<http://jfsp.nifc.gov>) for specific submission requirements.

## E. Format Overview

The pre-proposal should specify rationale, objectives, methodologies, and deliverables in sufficient detail to allow an informed reader to assess the pre-proposal's validity in addressing the Task Statements in the AFP.

The pre-proposal text and accompanying tables and figures, exclusive of curriculum vitae, should be limited to four pages (including the title page). Principal Investigator Curriculum Vitae should be no longer than two pages; Co-PI and collaborator Curriculum Vitae should not be longer than one page. Proposals must use at least 11-point font. Estimated annual and total budgets and a project timeline must be included, as well as a list of significant deliverables.

All pre-proposals must be submitted in the attached format (**Appendix A**) to be considered. Additional elements may be added as needed, but all elements contained in the required format and order must be retained.

Proposals must be submitted in clear text without MSWord "Track Changes" artifacts.

### Title Page

The attached template (**Appendix A**) must be used for the title page. The title page may not exceed one page in length. The information required to be completed on the title page is:

- Project title (Title must be limited to **15 words or less**)
- **Announcement for Pre-proposals and task statement you are responding to**
- **Original JFSP project(s) this pre-proposal is linked to**
  - Title
  - PI project number (from JFSP web site)
  - Original Principal Investigator
- Principal Investigator(s)
  - Affiliation
  - Address
  - Telephone/Fax number(s)
  - E-mail
- Federal Cooperator: Include full mail and e-mail address as well as phone and fax number (Federal Cooperator will be main point of contact for all correspondence and other issues)

related to the project)

- Duration of project: Include both the actual calendar dates of the proposal and the federal fiscal years for the proposal
- Annual funding requested from the Joint Fire Science Program: by federal fiscal year (October 1 to September 30)
- Total funding requested from the Joint Fire Science Program
- **Total value of in-kind and financial contributions**
- Abstract: Summarize the proposed project in a brief abstract, not to exceed 250 words, in the title page template. The abstract should include the justification for the proposed project in relation to one or more task statements in the AFP, objectives, appropriate methodology, and applicability of results.
- Signature of PI

## **I. Introduction**

An introductory section should include:

- **Project Justification.** How the information or product(s) builds on the previously completed JFSP project, including completed science delivery activities, must be clearly outlined.
- **Project Objectives.** Project objective(s) must be clearly stated and measurable. This should include a brief statement of what information or product(s) will be provided at the end of the project and benefits derived.
- A description of the original studies or models.
- A description of how the proposed work will build on, or enhance the products from the previously completed projects.

## **II. Materials and Methods**

This section should be a summary of the procedures proposed for conducting the project in sufficient detail that the relationship to the previously completed JFSP project can be determined. This section should resemble a **very abbreviated** methods section typically found in research study plans or scientific peer-reviewed journal articles.

## **III. Project Duration**

The Governing Board anticipates that these projects can be accomplished within three years or less. The Board expects investigators to outline realistic schedules in their pre-proposals that include reasonable allowances for time likely to be lost to inclement weather and other problems. The Governing Board does not anticipate funding projects that are or should be internally funded from existing accounts (such as routine agency monitoring, development of fire management plans or NEPA compliance) or operational portions (such as the installation of fuels treatments) of other projects.

**Funding is typically not available until late summer following selection and funding approval decision by the Governing Board. Projects will most likely not be funded in time to complete substantial amounts of fieldwork the summer following funding decisions. Proposers should adjust project schedules accordingly.**

## IV. Budget

**Appendix A** includes a table that summarizes the estimated budget and must be included in the body of the pre-proposal. Pre-proposals that are selected for submission of a full proposal will be required to submit a detailed budget. **Federal agencies anticipating partnerships with other entities in conducting the scope of work for the proposed project are expected to abide by their own agency's contract/grants and agreements authorities. Policy and procedures including competition requirements for any sub-awards may need to be conducted prior to or after proposal submission.**

### Salary Policy

Normally, salaries of permanent full-time employees are expected to be provided by their agencies. This is also true of university faculty on 12-month tenure-track appointments. These employees are already fully funded by their institutions. However, the Governing Board recognizes there can be some unique situations where the Governing Board may agree to fund the salary of permanent employees.

A detailed justification for funding the salary of permanent employees will not be required until a full proposal is requested for selected pre-proposals. The justification will need to indicate all sources of funding, including other pending projects and associated FTE for the permanent position for which salary funding is requested. The justification must be certified by the agency administrator, research line officer or other appropriate institutional authority, other than the PI or other cooperator on the proposal, at the employee's organization or institution.

The format included in **Appendix B** of this Pre-proposal **must** be used for the certification. In addition, permanent employee salary costs must be explicitly identified in the project budget. The Governing Board requires no special justification (other than a brief description of the need for the position in the budget justification section of the proposal) for funding temporary or term employees, post-doctoral employees, graduate, or undergraduate students. Stipends are normally funded, but tuition fees are not.

## V. Deliverables

Pre-proposals must provide specific information about significant deliverables that will be provided by the work, along with estimated realistic delivery dates. Please provide both a narrative and summarization through use of the table provided in **Appendix A**.

The Joint Fire Science Program tracks 14 deliverables in 3 categories:

**1. Publications:**

Book or Book Chapter, Final JFSP Report, Masters Thesis, Non-Refereed Publication, Ph.D. Dissertation, or Refereed Publication

**2. Presentations:**

Conference/Symposia/Workshop, Field Demonstration/Tour, Invited Paper / Presentation, Poster, or Training Session

**3. Digital Information:**

Computer Model/ Software/ Algorithm, Datasets including spatial, Websites



## **VI. Expected Benefits**

Provide a concise summary of the benefits expected from the results of the pre-proposal either to the land management, fire managers or research community.

## **F. Submission Checklist**

**Proposers are encouraged to use the following checklist prior to submitting their proposals to ensure all required items are addressed.**

### **Checklist of items that must be included in pre-proposal submissions:**

- One original and **ten** stapled unbound copies of complete proposal packet including all material.
- An electronic version on a compact disk (in MS Word or editable pdf format) must be submitted with the packet. Proposals must be submitted without MSWord “Track Changes” artifacts.
- Signature and complete address including mailing address, surface mail address (if different than mail address), phone numbers and e-mail address of the principal investigator(s).
- An introduction or background section that includes the specific objectives of the project, and describes how the proposed work is relevant to the Task Statement in the AFP.
- An estimated project budget summary, including identification of salaries and indirect costs.
- A list of significant deliverables with dates of delivery.

## G. Review and Evaluation

Reviews and evaluations of pre-proposals submitted in response to this AFP to the Joint Fire Science Program will focus on the following two factors and related criteria:

### **Relevancy**

1. Does the pre-proposal address the Task Statement in the AFP?
2. How relevant is the proposed work to field level personnel?
3. Does the project justification adequately describe how the project relates to the previously completed project?
4. Is there evidence that land managers need the proposed work?

### **Products and delivery into application**

1. Does the proposal complement or strengthen the previously completed project, including completed science delivery activities?
2. At what scale will the proposed work provide information or products? Are the products useful across agency jurisdictions, fuel types, and geographic areas?
3. Will the final product(s) stand alone and be complete or need further work or development to be useful?

Following pre-proposal evaluation and review by the Governing Board, selected pre-proposals will be asked to submit a full proposal prior to final selection and funding.

**Full proposals will go through the normal JFSP peer review process and there is no guarantee of funding.**

## H. Definitions

**Agency Administrator:** The agency administrator is the federal official responsible for administering policy on an area of public land who has full authority for making decisions and providing direction. Also known as “Agency Line Officer,” “Line Officer,” and “Land Manager.” Examples include Park Superintendent, Forest Supervisor, District Manager, Refuge Manager, District Ranger, and Field Office Manager. Research line officers are not included for the purpose of this AFP.

**Announcement for Proposals (or AFP):** Joint Fire Science Program method of requesting proposals or pre-proposals. Announcements for Proposals include Task Statements for which proposals or pre-proposals are sought, instructions for submission, and related information.

**Federal Fiscal Representative:** Employee of the federal agency sponsoring the proposal who will be responsible for the review and approval of the proposed project's budget. This individual may also serve as the administrative and/or fiscal point of contact for the proposed project if funding is awarded. This individual is typically an Administrative Officer or Budget Analyst.

**Federal Cooperator:** Employee of the federal agency sponsoring the proposal. This individual **is the primary contact** for the project and coordinates all project related activities, ensuring that all parties, including, PIs, collaborators, academic scientists, federal fiscal representative, and grants and agreements staff work in concert. The federal cooperator may also be the principal investigator (PI) or co-PI for the project.

**Indirect Costs:** Those costs that are a percentage of the overhead/administrative costs attributable to a specific research project. Examples include the cost of operations and maintenance such as janitorial, phone, and clerical services. The Joint Fire Science Program recognizes two types of indirect costs: “in-house” costs incurred by the agency, institution, or unit completing the research, and “pass-through” costs associated with passing funds to another agency, institution, or unit for the purpose of completing research.

**Joint Fire Science Program Governing Board:** An appointed, 10-person board, representing the JFSP partners, that manages the JFSP. The Board drafts and posts Announcements for Proposals, selects proposals for funding, supervises the JFSP Manager and program office, and conducts related business.

**Joint Fire Science Program PI Workshop:** Annual workshop in which PIs of JFSP-funded projects provide progress reports, discuss research-related issues, and conduct other business.

**Land Manager:** see Agency Administrator

**Principal Investigator (or PI):** The individual identified in a proposal who is the research lead.

**Science Delivery and Application:** The transfer of information, materials, models and other research deliverables to end users, along with adequate information and training to apply the deliverables. Examples of active methods include workshops, training sessions, guided field tours, conferences, meetings, and symposia. Examples of passive methods include published papers and websites. A combination of active and passive methods is preferred.

**Task Statement:** A specific area of interest, identified in an Announcement for Proposals, for which proposals are sought.

**Stabilization:** Planned actions to stabilize and prevent further unacceptable degradation to minimize threats to life or property resulting from the effects of a fire, critical natural and cultural resources, or to repair/replace/construct physical improvements necessary to prevent degradation of land or resources. Emergency Stabilization actions must be taken within one year of containment of the fire.

**Rehabilitation:** Efforts (non-emergency) undertaken within three years of a wildland fire to repair or improve fire-damaged lands unlikely to recover to management approved conditions.

**Restoration:** The continuation of rehabilitation beyond the initial three years

# APPENDIX A – PRE-PROPOSAL TEMPLATE

**Proposals must use the following template to be considered.**

Project Title: <b>(15 words or less)</b>		
Announcement for Proposals and task statement this proposal is responding to:	(e.g. Pre-proposal Task 1: Build on or Extend Results of Completed JFSP Research AFP 2007 - 2 - 1)	
Principal Investigator:	<Name>	
Affiliation:	<Organization/Unit/Institution>	
Address:	<Mailing Address>	
Phone:	<000-000-0000>	
Email:	<smokey@bear.com>	
Original JFSP Project(s) this proposal is linked to:	<Title> < PI project number (from JFSP web site)> <Original Principal Investigator>	
Federal Cooperator: <b>(Point of Contact)</b>	<Name> <Affiliation> <Mailing Address> Email: <woods@owl.com> Phone: <000-000-0000> Fax: <000-000-0000>	
Duration of Project:	X calendar years (MM/YYYY through MM/YYYY); X fiscal years	
Annual Funding Requested:	FY200x: \$ FY200y: \$ FY200z: \$	
Total JFSP Funding Requested:	\$xx,xxx	
Total Value of In-Kind Contributions:	\$xx,xxx	
Abstract:		
Signature of PI:	<Signature>	<Date>

# **I. Introduction**

<Narrative>

## **1. Project Justification**

<Narrative>

## **2. Project Objectives**

<Narrative>

# **II. Materials and Methods**

## **1. Description of the original studies or models**

<Narrative>

## **2. Proposed Work**

<Narrative>

# **III. Project Duration and Timeline**

This project will last approximately x years, assuming a start date in Month of Year, with completion in Month of Year.

*Time Period (Month/Year)*

- Project Milestone(s)

*Time Period (Month/Year)*

- Project Milestone(s)

*Time Period (Month/Year)*

- Project Milestone(s)

## IV. Budget

Table x. Proposal Budget Summary for FYs 200x, 200y, and 200z

Budget Item	200x		200y		200z		TOTAL
	Requested	Contributed	Requested	Contributed	Requested	Contributed	
LABOR							
TRAVEL							
VEHICLES							
Capitalized Equipment:							
Materials and Supplies:							
Science Delivery and Application:							
Other							
Total Direct Costs							
Indirect Costs: XX% - all costs							
Total Contributed Funding all years		xxxxxxx		xxxxxxx		xxxxxxx	xxxxxxx
Total Requested Funding all years	xxxxx		xxxxxxx		xxxxxxx		xxxxxxx

## V. Deliverables

Submit information about deliverables with a narrative description and using the following table.

<Narrative>

Table x. Deliverable, Description and Delivery Dates

Deliverable	Description	Target Audience	Delivery Date(s)

## VI. Expected Benefits of the Proposal

<Narrative>

# APPENDIX B – SALARY JUSTIFICATION

## Certification to the Joint Fire Science Program Justification of Need for Salary Support

I hereby certify the attached Justification of Need to provide temporary salaries for full-time permanent employee (s) \_\_\_\_\_ (*list name of employee(s)*) is necessary and appropriate to enable him/her (them) to fully and directly participate in the proposed project.

Justification:

I understand that salary funding for this/these employee(s) directly involved in the proposed project is temporary and will not be provided beyond the duration of the proposed project.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name (type or print) \_\_\_\_\_

Title \_\_\_\_\_

Phone Number \_\_\_\_\_