

**Announcement for Proposals, 2003-3**  
**Joint Fire Science Program**

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

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

**U.S. Department of Agriculture**

**Forest Service**

**Opens October 15, 2002**

**Closes January 6, 2003**

This Announcement for Proposals includes Task Statements on demonstration sites, administrative studies, and local projects.

**Announcement for Proposals**

by the  
Joint Fire Science Program

(Note: The Joint Fire Science Program previously posted Requests for Proposals (RFPs). These are now called Announcements for Proposals (AFPs).

### **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 accumulating wildland fuels (combustible material, generally living and dead plant materials) on lands administered by the partners. The partners 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 purposes of this Announcement for Proposals, "wildlands" are considered to be forests and woodlands, shrublands, grasslands, and associated 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 the wildland fires of 2002, 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 remain high.

The 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 (Principal Purposes) 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. The Congress included additional direction in the 2001 Appropriation for Interior and Related Agencies. In addition to the four original Principal Purposes, the JFSP was directed to focus attention on such issues 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://www.nifc.gov/joint\\_fire\\_sci/jointfiresci.html](http://www.nifc.gov/joint_fire_sci/jointfiresci.html). In addition, the JFSP issued AFPs in June 1998, February 1999, February 2000, and February 2001 and subsequently selected and funded over 160 projects. Previous AFPs and lists of the funded projects can also be found at the web site.

This AFP contains three Task Statements for which proposals are sought. The JFSP encourages 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 proposals must be included in all proposals. **Proposals that do not have direct federal agency involvement will not be considered for funding.** Where appropriate, preference will be given to proposals where interest and involvement of land managers are documented. In addition, a Federal manager or cooperator will also be the direct recipient of funding; therefore, the name, mail address, and phone number of the Federal administrative or contracting officer must be included.

**Proposals and all associated materials, including signatures, submitted in response to this AFP must be received by the close of business on January 6, 2003 to be considered. Materials received after the closing date, including proposal revisions, will not be considered.** Questions and proposals should be directed to:

Dr. Bob Clark  
Program Manager  
Joint Fire Science Program  
National Interagency Fire Center  
3833 S. Development Ave.  
Boise ID 83705  
phone (208) 387-5349  
facsimile (208) 387-5960  
email: Bob\_Clark@nifc.blm.gov

Electronic submissions are acceptable provided they are followed by a hard copy of the title/signature page with original signature(s) by January 6, 2003. If hard copy is submitted, please include a digital version on a disk. Also, please include the name, mail address, and phone number of the Federal administrative contact that would be used for administrative matters if the proposal is selected and funded. Finally, letters of support and similar materials that are sent separately from the proposal should include the title of the proposal and other relevant information so that the letter(s) can be matched with the proper proposal. Please email electronic proposals, in Microsoft Word or a compatible processor, to Bob\_Clark@nifc.blm.gov.

Finally, the Governing Board hosts annual workshops for Principal Investigators (PIs) of active projects. Proposals submitted in response to this AFP should identify travel and related funding for one PI to participate in the annual workshop.

## **B. Areas of Interest for Proposals**

This AFP contains three Task Statements. Proposals responding to this AFP are specifically sought from field units of the JFSP partners and other public wildland management agencies. Proposals are expected to address wildland/urban interface issues as appropriate. All proposals must address one or more aspects of wildland fire management and/or wildland fuels issues. The intent of these Task Statements is to encourage the land manager to develop proposals, with assistance from the research community as appropriate, to address specific issues facing management. This approach will help ensure that a proposal is based on current need and that information gained as a result of the effort will be readily available to the land manager.

**Task 1:** *Proposals are sought to develop one or several sites that will demonstrate proven techniques of fuel management, post-fire rehabilitation, or restoration treatments of fire-adapted ecosystems. These demonstration sites can occur within one or more fuel types and within a specific geographic area (state or biogeographical region). Proposals should incorporate a program to educate and inform land managers, resource professionals, elected officials, the general public and the media about how to perform effective treatments, the benefits of doing so, and the consequences of not taking any action.*

The Governing Board seeks proposals to illustrate the effects of previously evaluated treatments in appropriate environments. The objective is to demonstrate to a wide audience the results of various “treatments” in wildlands or in the wildland/urban interface. These demonstrations of proven techniques are a form of technology transfer rather than research. These will be educational for land managers, resource professionals, the general public, elected officials, and the media who are integral to the long-term support of the National Fire Plan and JFSP.

The Governing Board is particularly interested in receiving proposals from geographic areas, fuel types, and with treatment techniques that are under-represented by previous demonstration projects. We recommend that potential investigators look at the JFSP web site to determine which demonstration sites and other projects have already been funded. The Governing Board will look favorably on proposals that demonstrate the participation of multiple partners (Federal, State, Tribal, and local governments, and non-governmental organizations) to develop a series of sites within a State or biogeographic region that represent several fuel types and treatment methods. Proposals are encouraged that contrast the consequences of treatment or no treatment prior to or following a wildland fire. All projects are expected to include educational and information materials, and outreach materials such as videos, web site demonstrations, and training materials. Proposals for innovative outreach approaches are encouraged. All proposals responding to this Task Statement must provide documentation of public site access and confirmation that demonstration sites will be maintained for at least 7 years. To confirm this commitment, they must be signed by the responsible agency administrator (line officer) and include the phone number of that official.

**Task 2:** *Proposals are sought to develop and implement administrative studies to meet specific local land management needs. These site-specific needs may include biological, social, physical, or other effects of wildland fire, fuel treatments, or post-fire stabilization/rehabilitation actions. Administrative studies (sometimes called management studies) are typically limited in terms of the number and complexity of measurement variables and the focus is usually on response rather than process. However, proposed work must be of high quality, defensible, replicated, and subject to peer review.*

Local land managers often have limited ability to develop and implement administrative studies on wildland fire incidents, fuels treatments, or post-fire stabilization/rehabilitation actions because of the lack of specific skills or workload commitments. However, such studies can provide extremely valuable information on local variation to guide wildland fire management, fuels treatment, or post-fire treatment actions. The Governing Board encourages land managers, in conjunction with scientists, to develop and submit proposals for administrative studies related to wildland fire and/or fuels treatments. Proposals that do not explicitly demonstrate involvement and support by the responsible land manager will not be considered, and a Federal partner is required.

Administrative studies may address such topics as the ecological, physical, or chemical effects of wildland fire, fuels management, or stabilization/rehabilitation treatments and must document treatment method(s), effects, costs, results, and conclusions. Proposed work on Federal lands needs

to be consistent with agency policy regarding administrative/management studies. Sites should be of adequate size and contain sufficient treatment replications to ensure sound conclusions and recommendations. The study design process must include participation or written review by qualified scientists, and proposed project documentation must be designed to withstand peer review. Proposals are solicited for administrative studies in all major fuel and fire regime types, including forests and woodlands, shrublands, grasslands, wetlands, and/or riparian areas. Partnering with cooperators to broaden or expand the administrative studies is encouraged.

All proposals responding to this Task Statement must contain a specific problem statement, not to exceed one page, which forms the basis for presenting the issue(s) to be addressed in the proposed work. The problem statement must be signed by the responsible agency administrator (line officer) and include the phone number of that official. Proposals that do not contain the required problem statement will not be considered.

The Governing Board anticipates that these administrative studies can be accomplished cost effectively within three years or less. JFSP will not cover costs of treatment installation; however, these proposals may cover items such as data collection, analysis, and dissemination of results. Deliverables shall include a technical report to management and the JFSP and may include other publications or products.

**Task 3.** *Address local scientific knowledge gaps that are significant to fire management program implementation.*

In this Task Statement, the Governing Board provides an opportunity for land managers to directly address locally important information needs associated with planning and implementation of wildland fire, fuels treatment, or post-fire treatments actions. Issues requiring work may include, for example, effects of wildland fire or wildland fuel treatments on endemic flora or fauna (including threatened or endangered species), seasonality of fire and fire effects, or interactions between invasive plants and fire where such information is lacking in administrative studies, the scientific literature, or databases such as the Fire Effects Information System. Land managers are encouraged to partner with the research community to develop and implement the proposed work. Proposals must clearly demonstrate the involvement and support by local land manager(s). Deliverables shall include a technical report to management and the JFSP and may include other publications or products.

All proposals responding to this Task Statement must contain a specific problem statement, not to exceed one page, which forms the basis for presenting the issue(s) to be addressed in the proposed work. The problem statement must be signed by the responsible agency administrator (line officer) and include the phone number of that official. Proposals that do not contain the required problem statement will not be considered.

The Governing Board anticipates that these projects can be accomplished cost effectively within three years or less. The Governing Board does not anticipate funding 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.

### **C. Format for Proposals**

#### **Overview of the Proposal Format**

The proposal should specify rationale, objectives, methodologies, and deliverables in sufficient

detail to allow an informed peer to assess the proposal's validity in addressing the task statement in the AFP. The proposal should also identify criteria by which success of the project can be determined. The proposal text and accompanying tables and figures, exclusive of curricula vitae or other appended information, should be limited to 12 pages. Please use at least 11 point font. Complete annual and total budgets and a timeline for completion of the proposed work must be included, as well as a mechanism for transferring the technology to appropriate end users. Contributed/in kind funding should be identified. The proposal also provides a record of management responsibility and accountability for various aspects of the project.

### **Title Page**

The following format shall be used for the title page (not to exceed 2 pages):

Project Title:

Principal Investigator(s):

Affiliation:

Address:

Telephone/Facsimile Number(s):

E-mail:

Duration of Project:

Annual Funding Requested from the Joint Fire Science Program: \$ \_\_\_\_\_

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 1/2 page. The abstract should include the justification for the proposed project in relation to the task statement in the Request for Proposals, objectives, appropriate methodology, and applicability of results.

Problem statement: Summarize the problem that the proposed work will address, not to exceed 1 page (required for Task Statements 2 and 3 only).

Agency administrator (line officer) signature and title:

Agency administrator (line officer) telephone number:

Electronic submissions are acceptable provided they are followed by a hard copy of the title/signature page with original signature(s) by January 6, 2003. If hard copy is submitted, please include a digital version on a disk in Word or a compatible word processing system. If hard copy is provided only one copy is necessary.

## **Introduction**

An introductory section should include:

- 1) Project Justification. A summary of the issue(s), why the project needs to be done (relevance to task statement in the Request for Proposals), and benefits derived.
- 2) Project Objectives. A statement of the project objective(s) must be clearly stated and measurable. This should include a brief statement of what information or products will be provided at the end of the project and how the information or product can be used to further understanding of wildland fire and/or fuels issues.
- 3) Background. This section includes a concise review and synthesis of existing knowledge and previous research or other pertinent background.

The introductory section is intended to provide peer reviewers and the Governing Board with evidence that the proposed work is applicable to the task statement in the Request for Proposals. Although the literature may be extensive, the synthesis should generally include reference to no more than about 15-20 of the most important and/or most relevant sources.

## **Materials and Methods**

This section should describe procedures proposed for conducting the project in sufficient detail that a knowledgeable reviewer could understand the process and that a peer could replicate the project. A brief description of the study site(s) (as applicable) should be included.

## **Project Duration**

Proposals will generally not be funded for longer than three years from date of selection and award, although requests for extensions or additional work may be considered.

## **Budget**

The proposed budget should be provided in sufficient detail to identify indirect costs and related surcharges, to separate labor costs from operational costs, and to identify salaries associated with funded scientists or other funded full-time employees. Annual costs should be provided. Separate line items for "capitalized" equipment should be included. Outyear projections should be included for multi-year proposals. Proposed budgets should include travel expenses for at least one Principal Investigator (PI) to participate in an annual 3 day PI workshop or to develop a poster for presentation at the workshop. JFSP standard overhead is 15 % for institutions conducting the work, and 10% on funds passed through to collaborators. See section on Indirect Costs below.

## **Deliverables**

Provide specific details on the information or product(s) that would be provided by the proposed project, and realistic timetables for delivery dates. It is expected that reports and other written materials will include an electronic version suitable for distribution, posting, etc. Descriptions in English units, with metric equivalents in parenthesis, are required. Annual progress reports are required.

## **Technology Transfer**

It is imperative that information and site access be available to managers, officials, and other interested parties. Therefore, each proposal should include a description of how relevant information and site access would be made available. Posting of current information on an appropriate Internet site is required.

## **Qualifications of Investigators**

It is anticipated that proposals under this AFP would be developed by land managers and technical specialists in cooperation with scientists and appropriate officials. Please include a statement of qualifications for the principle specialists and scientists, and a statement of commitment by the appropriate land owners/managers to support and protect the demonstration site.

### **Checklist for Proposal Submissions**

Does the proposal:

- \* include an introduction or background section that includes the specific objectives of the project and describes how the proposed work is relevant to one the task statement in the AFP?
- \* include a list of cooperators and their proposed contribution, including the original signature of the PI and an authorized signature from a cooperating federal unit (See Proposal Format, Title Page)?
- \* include a relevant Curriculum Vitae or other description of credentials of the PIs and co-investigator(s) that are signatories which demonstrates ability to complete the proposed work?
- \* include a brief review and synthesis of related past and current literature and work?
- \* Describe plans to integrate or collaborate with related ongoing or past efforts or products?
- \* include an adequate description of the specific location of the proposed work?
- \* include a description of the materials and methods of the proposed work including (as appropriate) experimental design and statistical analysis(es)?
- \* include a detailed annual and total budget, including identification of salaries and indirect costs?
- \* include a "Justification of Need for Salary Support," approved by appropriate authority, if needed? (See Salary Policy Section)
- \* include a description and cost of equipment, which needs to be purchased to support the work?
- \* include a list of deliverables with proposed dates of delivery?
- \* include a technology transfer mechanism?
- \* include signature as participant, letters, or other indications of support and



commitment to collaborate from involved federal agency participants and other potential beneficiaries?

- \* include a signed Problem Statement (Task Statements 2 and 3 only)?

#### **D. Review and Evaluation of Proposals**

The following factors will be considered in reviews and evaluations of proposals to the Joint Fire Science Program:

1. How well does the proposal address one or more specific task statements identified in the AFP?
2. How well does the proposed work build on or interface with past or ongoing studies or products on related topics.
2. Does the proposal follow the requested format and include all the requested information?
3. Will the proposed work provide information or products that are useful across agency jurisdictions, fuel types, and geographic areas?
4. Does the proposal provide for adequate transfer of information or products, consider general availability and usefulness of proposed technology, and, as appropriate, provide for a feedback mechanism to the study team for product testing and improvement?
5. Does the proposal provide for adequate collaboration among agencies, between fire and land management personnel and research scientists or other collaborators, and between disciplines to ensure broad integration of existing knowledge and approaches as well as applicability of results and recommendations?
6. Are study approaches or design and statistical analysis(es) appropriate and adequate to meet stated objectives?
7. What are the qualifications of the team to do the proposed work? Are adequate institutional resources and support available?
8. Are proposed timeframes and budget reasonable and adequately justified, including budgets for proposed sub-agreements?
9. If formal cooperative arrangements are proposed (e.g., with universities or other non-federal organizations), is there documentation that these will be feasible and agreeable to the cooperators?
10. If the project will require compliance with the National Environmental Policy Act, Threatened/Endangered Species Act, or similar statutes, does the proposal contain evidence that these requirements are or will be possible within the proposed project timeframes?

#### **E. Indirect Costs and Salary Policy**

##### **Indirect Costs**

The Governing Board recognizes the need of participating organizations to recover reasonable indirect costs. Indirect costs up to 15 percent (for the unit performing the work) may be included in proposals without detailed justifications, however, any indirect costs exceeding 15 percent must be justified. Similarly, indirect costs in excess of 10 percent on pass-through arrangements from federal units to cooperating federal or non-federal units must be justified. The Governing Board reserves the right to negotiate budget amounts and deliverables (including indirect costs over 15 percent) with proposing organizations.

## Salary Policy

Normally, salaries of permanent full-time federal 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 that there can be mitigating circumstances arising from the need to fill in behind these employees when they are reassigned to JFSP funded activities, or due to policies of individual organizations. In such cases, the Governing Board may agree to fund salaries of permanent employees. A brief justification must be included in the proposal, and the justification must be certified by an appropriate institutional authority, other than the Principal Investigator or other cooperator on the proposal, at the employee's organization or institution. The format provided below should 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, or graduate or undergraduate students.

### **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.

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 \_\_\_\_\_

Title \_\_\_\_\_