

## DEPARTMENT OF FOOD AND AGRICULTURE

**Request for Proposals (RFP)****Supplemental WMA Funding:  
Eradication of Noxious  
and Invasive Weeds by  
Weed Management Areas in California****May 15<sup>th</sup>, 2008**

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 (\$243,000) 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. A scoring system will be used to evaluate proposals as objectively as possible based on criteria described below.

**Eligibility:**

Proposals must be submitted on behalf of a recognized county-based California WMA. All recognized WMA groups are eligible to submit a proposal, regardless of previous funding. 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.

**Proposals due date:**

Proposals must be submitted by **5pm, Tuesday, July 15, 2008** by email to: [cpirosko@cdfa.ca.gov](mailto:cpirosko@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 example 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 or fewer submitted, if possible.] Since it is a possibility that WMAs will not have all of their proposed projects funded, 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.

**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.

- 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.

\* [http://www.cdfa.ca.gov/phpps/ipc/encycloweedia/pdfs/noxiousweed\\_ratings.pdf](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 **1-year proposals** for projects to be conducted during the **2009 calendar year (January 1<sup>st</sup>, 2009 through December 31<sup>st</sup>, 2009)**. 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 2008/2009 Fiscal Year (Jan 1, 2009 – June 30, 2009); the portion which falls in the state's 2009/2010 Fiscal Year (July 1, 2009 – December 31, 2009).

[Annual Reporting: An annual report and up-to-date invoices will be required by January 30<sup>th</sup> of each year following the initiation of a contract. See attachment with this announcement for reporting and invoicing formats.](#)

Formatted: Superscript

Formatted: Font: Not Bold, No underline

**Cost-sharing is a requirement:**

Proposals must provide as a minimum a 50:50 cost-share. Cost-sharing 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 **\$50,000.00** total for one calendar year.

**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.

**Proposal Scoring:**

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

**Importance of the project**

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

**Quality of the project plan**

Clarity of goals and effectiveness of control methodology	<b>20 points</b>
Clear milestones and performance measures (simple monitoring)	<b>10 points</b>

**Qualifications of the WMA**

Strength of the WMA and past performance of WMA or county (-ies) in weed control.	<b>10 points</b>
Does the project go beyond 50:50 cost-share requirements?	<b>5 points</b>

**Budget Format**

Does the budget follow the format and is it free of errors?	<b>5 points</b>
---	-----------------

<b>Total</b>	<b>100 points</b>
--------------	-------------------

**Questions and comments should be directed to:**

Carri Pirosko  
Weed Management Area Program  
Integrated Pest Control Branch  
California Dept. of Food & Ag  
530-545-9119  
[cpirosko@cdfa.ca.gov](mailto:cpirosko@cdfa.ca.gov)

-OR-

Terrance Lorick  
Weed Management Area Program  
Integrated Pest Control Branch  
California Dept. of Food & Ag

916-651-0573  
[tlorick@cdfa.ca.gov](mailto:tlorick@cdfa.ca.gov)