



Forest Service
U.S. DEPARTMENT OF AGRICULTURE

USDA Forest Service
Great Lakes Restoration Initiative- Cooperative Weed Management Area
Project 2023 Narrative Form

Note: Form fields and instructions have changed. Do not use form versions released prior to July 2023. See 2023 CWMA Request for Applications Instructions for more information.

Project Information

Short Title (must match title on SF-424):

Applicant Name:

CWMA/CISMA/PRISM Name:

Project Contact Name:

Project Contact E-mail:

Federal Funds Requested (whole \$): \$

Project Coordinates (decimal degrees): All project sites must be located within the Great Lakes Basin

(see Appendix A and B of the RFA). If you have multiple sites, use multiple coordinates.

Latitude: Longitude:

Latitude: Longitude:

Latitude: Longitude:

Great Lakes Watershed (e.g., Erie, Ontario, etc):

Note: all the following narrative sections must fit in the space provided, regardless of character count.

Project Overview

750 characters (maximum including spaces) Provide a short summary of the project that includes the scope, location, expected accomplishments, and water quality or habitat benefits.

Purpose and Need

1,500 characters (maximum including spaces) Provide information on the site location(s) and its connection to a target water body, addressing the evaluation criteria listed below. Attach a site location map of the project in Grants.gov.

Evaluation Criteria for Purpose and Need (25%)

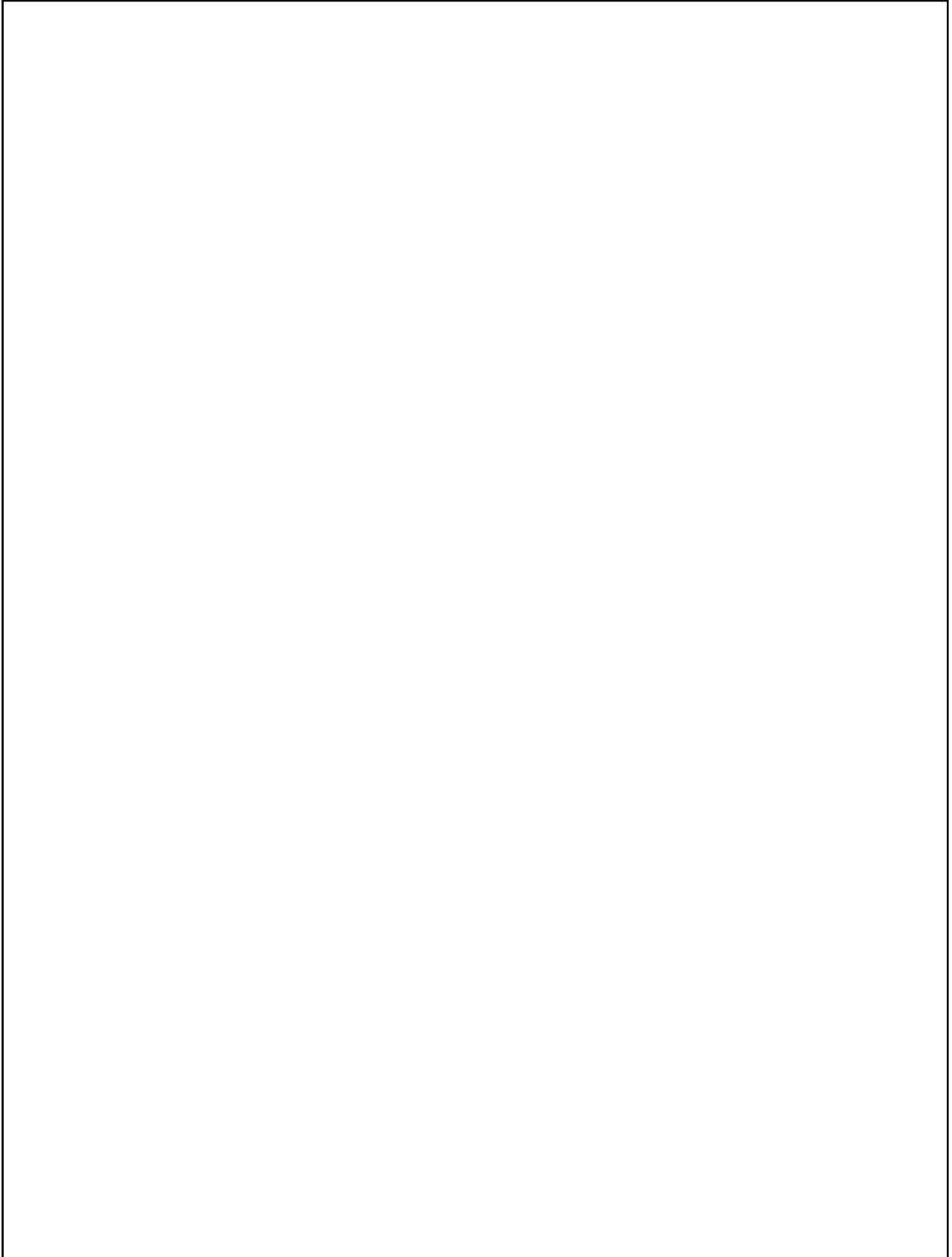
- Describe the connection between project activities and priorities of applicable strategic plans, such as the [GLRI Action Plan III](#), [Lakewide Action and Management Plan](#), National Forest Land and Resource Management Plans, [State Forest Action Plan](#), or Tribal Land Management Plans. Additional emphasis will be given to projects that address specific rather than general priorities of these regional plans, e.g., priority species or locations.
- Explain how the project addresses the invasive plant management strategy of the CWMA(s) involved, and any other local plans for the protection, maintenance, or restoration of the chemical, biological, or physical integrity of the Great Lakes Basin.
- Define the habitat and water quality values at risk from targeted invasive species, and desired future condition for that habitat. Priority will be given to project applications that clearly demonstrate the benefits to water quality, habitats, plant community resiliency, watershed stability, and/or biological diversity at the watershed scale; and highlight the connection between terrestrial and aquatic ecosystems.
- Discuss partnership needs addressed through the project (e.g., lack of a CWMA in the landscape, strategic planning to address a changed condition, inclusion of a broader partner base). Funding decisions may consider the need to allocate sustaining support across many CWMAs.

Scope of Work

3,000 characters (maximum including spaces) Provide a narrative that outlines the methods proposed and specifically addresses how project outcomes affect water quality and species diversity, addressing the evaluation criteria below. Attach a monitoring plan to your application in Grants.gov.

Evaluation Criteria for Technically Sound and Sustainable Scope of Work (25%)

- Clearly demonstrate achievable project objectives that follow best practices in one or more of the following categories: 1) Detection, 2) Prevention, 3) Eradication, and/or 4) Control.
- Describe how the project will control targeted invasive plants that are important in the local landscape. Examples of species targeted by GLRI include (but are not limited to): baby's breath, buckthorn, garlic mustard, Japanese barberry, Japanese knotweed, lyme grass, invasive strains of Phragmites, purple loosestrife, and wild parsnip. Additional species that are not listed here, but still pose a legitimate ecological threat, will also be accepted.
- Demonstrate long-term commitment to project monitoring and follow-up treatments. Identify expected commitments by the applicant and partners to work that sustains project benefits.
- Include a monitoring plan that evaluates project success and describes actions taken if objectives are not met. Describe actions to prevent reestablishment of invasive plants and restore habitats.
- Discuss past successes, lessons learned, or other experience that informs the project plan.



Measurable Results and Significant Outcomes Expected

Provide an estimate of results in terms of acres treated and other measures contributing to community resiliency, watershed health, and biological diversity (see page 5, Table 1, of RFA Instructions). Cost per acre treated will be a factor in rating your proposal.

Evaluation Criteria for Measurable Results, including information in scope of work and budget (30%)

- Includes acres treated as a measurable outcome. Includes specific units of work for all outcomes to be accomplished (e.g., acres surveyed, volunteer hours, acres of native vegetation restored). All outcomes are a direct result of the proposed project. Overlapping acreages are identified.
- Describe how the project expands or protects past restoration through the GLRI or other sources, and/or long-term commitments beyond the life of the project.
- Include anticipated results for education and outreach activities in the outcomes table.
- Ensure project budget is clear and consistent and outcomes are cost-effective. Total cost per acre will be a factor in rating your application.

Activity Description (e.g. treatment method, type of outreach)	Output (numeric value)	Metric/unit (e.g. acres treated; people engaged)

Budget Detail

List specific budget items under each object class category and provide a description of budget items not clearly identified in the scope of work or measurable results. Identify Federal and matching expenses in each category. Note that equipment purchase with Federal funds requires additional documentation and approval.

Object Class Categories	Detailed Budget Items	Federal \$	Description
Personnel			
Fringe Benefits			
Travel			
Equipment (>\$5,000 unit cost)			
Supplies			
Contractual			
Other			
Indirect Charges			
Total			

Additional comments on budget if needed:

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Partnerships and Sharing

1,500 characters (maximum including spaces) List and/or describe any partners who will be materially involved and their specific roles and estimated contract amounts, if relevant. Address evaluation criteria below. Attach letters of support or commitment in Grants.gov.

Evaluation Criteria for Partnerships and sharing (20%)

- Identify ALL partners involved in the project, and their respective contributions. Partners with jurisdiction or ownership in the project landscape should be identified.
- Include letters of commitment from partners that are substantially involved. Letters should include the specific quantitative or qualitative contributions a partner will make towards project planning and implementation.
- Describe how the project strengthens collaboration in invasive plant management and/or increases capacity of the partnership to perform and maintain work.
- Describe how the project will engage and inform the community beyond the existing partner network.
- Describe efforts to invest in underserved communities and advance racial equity, such as through educational programs or outreach, active partnerships with organizations that represent historically underserved people or communities, volunteer or job training, or other efforts (see appendix C for more information).
- Detail the potential of the project to provide and share knowledge, tools, and innovations for practical application.

Timeline

750 characters (maximum including spaces) Provide a brief, approximate schedule showing intermediate steps and major milestones. Please indicate if a specific start date is critical. Expected project timeline is 2 years from the date of award.

Key Personnel Qualifications

1,000 characters (maximum including spaces) Include names and titles of the project manager and key personnel. List any relevant experience and certifications of the organization and personnel.