

Exhibit A

For Forestry Division use only	
Dollar amount requested	\$
Matching share	\$

**Energy, Minerals and Natural Resources Department
Forestry Division
FY2021 Invasive Plants Application**

Applicant Information					
Applicant Name					
Contact Person					
Address					
City/State/Zip Code					
Telephone (Work/Cell)					
E-mail					
Fax					
Project Summary					
Project Name					
County/Counties					
Does this Project involve a CWMA? (check one)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Name of CWMA					
Does this Project create a new CWMA? (check one)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Does this Project address weed issues in or threatening forested areas? (check one)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Project Type (Check all that apply)					
<input type="checkbox"/>	Awareness and education	<input type="checkbox"/>	Prevention and early detection	<input type="checkbox"/>	Planning and coordination
<input type="checkbox"/>	Inventory and mapping	<input type="checkbox"/>	Integrated weed management (treatment)	<input type="checkbox"/>	Monitoring and evaluation

Problem Statement (All information must fit into the allotted character space of 2,000 characters)

Provide a concise written statement of the problem and your approach, with clearly stated goals and objectives. Must clearly show how the project will address weed issues impacting forested areas:

Methodology (All information must fit into the allotted character space of 2,000 characters)

Briefly describe the methodology. Measurable activities & tasks must include the following:

- (a) Weed species to be addressed (only species from New Mexico Noxious Weed List are eligible)
- (b) Number of acres to be mapped or treated (treatment includes activities such as spraying, mowing, seeding after treatment, etc.)
- (c) Per acre cost of treatment (dollar amount, ex. \$75/acre)
- (d) Activities and tasks
- (e) Who will perform work
- (f) Monitoring plans

Project Timeline (All information must fit into the allotted character space of 500 characters)

Provide a timeline for the Project. (Remember the length of a contract will be two years.)

Project Contributors (Matching Share) (Applications will be disqualified if insufficient match is identified; federal dollars DO NOT qualify. Please specify each match contributor and the dollar amount of each contribution. Please DO NOT show requested funds in this section. This section is for matching share only.)

Contributor name:	Dollars (hard match)	In-kind (soft match)	Total
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

Program Budget (break down matching share totals from Project Contributors Section above)

	\$ Amount requested	Match (from Project Contributors Section)		Total
		Dollars	In-kind	
Administrative Costs (no more than 10% of total project cost)	\$	\$	\$	\$
Treatment (cost per acre x number of acres)	\$	\$	\$	\$
Travel	\$	\$	\$	\$
Contractual services	\$	\$	\$	\$
Equipment	\$	\$	\$	\$
Other (explain in detail in budget narrative)	\$	\$	\$	\$
Total	\$	\$	\$	\$

Budget Narrative (All information must fit into the allotted character space of 2,000 characters)

Provide a detailed description of your Project budget. Explain specific costs listed in the budget categories in the Program Budget Section above.

Administrative Requirements	
By signing this application, applicant certifies the following:	
If the applicant finds discrepancies, omissions, or ambiguities in the contract documents, it will at once notify EMNRD, which will send written corrections or explanations to all applicants. EMNRD will not be responsible for any oral instructions.	
If the applicant's application substantially adds to, subtracts from, or otherwise changes the provisions of this RFA, the application shall be void.	
Applicant has examined all contract documents, noting particularly all stipulations that in any way affect contract work. EMNRD will not consider Applicant's failure to acquaint itself fully with the amount and nature of the work required to fulfill all terms of the contract documents as a basis for extra compensation after a contract has been awarded.	
Applicant certifies that all entities responsible for authorizing the activities of the Applicant have agreed that this application should be submitted as written.	
Applicant certifies that that funds awarded to applicants by EMNRD through any contract issued pursuant to this RFA will not be used to supplant funds that the Applicant may have at its disposal from other sources.	
Application Package Checklist	
Application package MUST include one original and five identical copies of the documents listed below. If all of the required information is not provided, EMNRD will deem the application package as non-responsive.	
<input type="checkbox"/>	Application – Electronically completed, printed out, and signed.
<input type="checkbox"/>	Letters of support from all contributors listed in the Project Contributors Section above.
<input type="checkbox"/>	Map/maps showing project area and proposed treatment locations and acreage. If project is targeting existing noxious weed infestations, then map must include previously inventoried/mapped weed areas and clearly identify target species.

Submitted by:

By: _____ Date: _____
 Authorized Representative Signature

 Printed Name and Title

Applications will be scored based upon:		
Meets the 1:1 match requirement	Yes = Eligible for scoring	No = Ineligible for scoring
Does Project target invasive weeds threatening forested areas?	Yes = Eligible for scoring	No = Ineligible for scoring
Is the problem statement clearly written? (20 points possible)	Yes = 20	No = 0
Methodology		
<i>40 points total for a, b, c, d, e and f</i>		
A. Are the weed species clearly listed in the application, are they species linked to the New Mexico Noxious Weed List? (5 points possible)	Yes = 5	No = 0
B. Does the application clearly indicate the number of acres to be mapped and/or treated? (5 points possible)	Yes = 5	No = 0
C. Does the application clearly state the per acre cost of treatment (5points possible)	Yes = 5	No = 0
D. Does the application clearly explain Project activities and tasks? (10 points possible)	Yes = 10	No = 0
E. Does the application include a clear explanation of who will perform the work? (10 points possible)	Yes = 10	No = 0
F. Is there a qualitative or quantitative monitoring plan to track the results? (5 points possible)	Yes = 5	No = 0
Does application include a clear timeline, with achievable goals? (5 points possible)	Yes = 5	No = 0
Are the partner organizations clearly named with their contribution detailed? (10 points possible)	Yes = 10	No = 0
Does the application clearly demonstrate how the Project and CWMA will remain effective over time? (5 points possible)	Yes = 5	No = 0
Does the budget include match and sources? Does the budget narrative clearly explain all costs associated with the proposed Project? (15 points possible)	Yes = 15	No = 0
Does the Project use an existing Cooperative Weed Management Area (CWMA) or create a new one? (5 points possible)	Yes = 5	No = 0
Has the Applicant had successful past contract performance with this program? New Applicants will receive full points in this category. (5 points possible)	Yes = 5	No = 0