Oregon Invasive Species Council
Invasive Species Education & Outreach Grant Program

2020 Application Form

Oregon Department of Agriculture
635 Capitol St NE • Salem, OR 97301-2532
Tristen Berg, Noxious Weed/ OISC Grant Coordinator
503-986-4622 • tberg@oda.state.or.us

Application Submission Requirements

All documents must be uploaded to the FTP server and postmarked by January 30, 2020.

1. Submit an electronic version of application in Microsoft Word file along with all mandatory attachments through the FTP server upload:
   http://files.oda.state.or.us/?login=oswb

2. Submit by mail one SIGNED - single sided original version of your completed application.

   Mail to:

   Tristen Berg
   OISC Grant Program
   Oregon Dept. of Agriculture
   635 Capitol St NE
   Salem, OR 97301

3. Mandatory attachments must be included or your application will automatically be rejected. These items include: Project Budget, Project Partner Match form, Racial and Ethnic Statement.
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Invasive Species Education & Outreach Grant Program
2020 Grant Application Form

Due Date: January 30, 2020

Project title: (Using 6 words or less, give your project a descriptive title)

County or Counties in which project is located:

Type of Organization: A grant applicant must be a legal entity identified below and have a FEIN number. A state or federal agency may apply for funding only as a co-applicant with an eligible entity.
☐ Cooperative Weed Management Area ☐ Not-For-Profit Organization
☐ Watershed Council ☐ Local or tribal government
☐ Soil & Water Conservation District ☐ Institution for Higher Education
☐ Individual (not eligible for indirect or administrative costs)

OISC dollars requested: $ Total cost of project: $

Name of Applicant or Organization:
Contact: Email:
Address:
City: State: Zip:
Phone: Fax:

Project Manager for Applicant or Organization:
Contact: Email:
Address:
City: State: Zip:
Phone: Fax:

Payee for Organization:
Contact: Email:
Address:
City: State: Zip:
Phone: Fax:
Project Information

1. List the priority invasive species issue(s) that will be addressed with education and outreach activities.

2. Have you consulted with someone from the OISC or other agency regarding this application?
   ☐ Yes ☐ No
   If yes who?

3. Project summary: Provide a summary in 200 words (1000 characters) or less describing what the project will accomplish and what problems will be addressed. The information you provide will be used for project review, OISC reporting purposes and could be displayed to the general public.

4. In a concise list, explain the project goals and objectives. (See Instructions section for specific guidance on goals and objectives)

5. Narrative: Provide an overview of the project in 1,300 words or less. Describe work that is planned, what you will accomplish and why that is important for the protection of Oregon from the impacts of invasive species, as well as target audience for outreach. Be concise.

6. Are there additional partners (agencies, landowners, volunteers) that will help implement the proposed project? ☐ Yes ☐ No
   Who are the additional partners and what are their roles and responsibilities?

7. Which elements of the outreach project will OISC funds be used for? Be specific to activity and specific timing of the activity (include month and year)

8. How does this outreach project relate to other projects (county, federal or other local projects) completed or planned?

9. How will success be determined? What elements will be monitored/evaluated and by whom?

10. What is the long term plan for this outreach project? Will outreach material be used after the project?
11. What gaps do you see in addressing invasive species issue(s) that your project would help meet? Gaps may be represented by economic sectors, geographical areas, focal audiences, etc.

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application. Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons, “Minority persons” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

   Indicate all that apply:
   
   _____ Women  _____ Asians or Pacific Islanders
   _____ Persons with Disabilities  _____ Alaskan Natives
   _____ African-Americans  _____ American Indians
   _____ Hispanics

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

   Indicate all that apply:
   
   _____ Women  _____ Asians or Pacific Islanders
   _____ Persons with Disabilities  _____ Alaskan Natives
   _____ African-Americans  _____ American Indians
   _____ Hispanics

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, on a separate sheet of paper, provide the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

I HEREBY CERTIFY on this ____day of____________ , 20____, the information contained on this form and any attachment is complete and accurate to the best of my knowledge.

Signature  _________________________________________

Printed Name: _____________________________________

Title: ____________________________

2020 Invasive Species Education & Outreach Grant: Application Form
NOTICE of Grant Award Conditions

If this proposal is funded, you will be required to:

● Sign a Grant Agreement containing the terms and conditions for the project implementation, release of funds, and documentation of completion.
● Payments will be made only for work started after the effective date of the grant agreement, unless special conditions have been placed by ODA/OISC.
● Agree that reporting information from projects are public domain.

Before ODA/OISC releases any payments, you will be required to:

● Document that 25% match funding has been secured.

Payment Schedule:
ODA will pay only for completed work that is accepted by the ODA, per the approved Grant Application and Budget.

● Upon execution of the Grant Agreement, the Grantee will receive 50% of the grant award.
● Upon ODA’s receipt and acceptance of the Interim Progress Report, Actual Expenditure Tracking Form, and Invoices over $250 (due on or before November 1, 2020), the Grantee will receive 25% of the grant award, if at least 50% of the initial payment has been spent.
● Upon ODA’s receipt and acceptance of Project Completion Report, Actual Expenditure Tracking Form, and Invoices over $250 (due on or before June 30, 2021), Grantee will receive the remaining 25% of the grant award.

CERTIFICATION:
I certify that this application is a true and accurate representation of the proposed project and that I am authorized to sign as the Applicant or Co-Applicant. By the following signature, the Applicant certifies that they are aware of the requirements (see Application Instructions) of an OISC grant and are prepared to implement the project if awarded. I have read and initialed the NOTICE of Grant Award Conditions

Applicant Signature: __________________________ Date: __________________________
Print Name: __________________________ Title: __________________________

Co-Applicant
Signature: __________________________ Date: __________________________
Print Name: __________________________ Agency: __________________________

Mandatory attachments:
Oregon Invasive Species Education & Outreach Project Budget.
Project Partner Match Form.
Racial and Ethnic Statement.