

Proposal Format & Ranking Factors for the Ruby Pipeline Habitat Mitigation Program

- I. **Project Title.** State the title of the project.
- II. **Project Goals and Objective(s).** Clearly state the goals and objective(s) that the project will achieve when fully implemented.
- III. **Project Proponent.** Provide the name, address, phone number, fax number, and email address of the main point of contact for the proposed project.
- IV. **Project Location(s).** All project proposals must include a clear and detailed color map, preferably GIS, indicating local reference points and the location(s) of the project area size and boundaries. The format should be NAD83 UTM Meters Zone 11. Include photographs, drawings, *etc.* of the project site(s), as necessary. For land acquisition projects include a detailed legal description of the parcel(s).
- V. **Amount of Funding Request.** Specify the total amount of funds requested from the Ruby Pipeline Habitat Mitigation Program and identify which funding source(s) (District Office account or the multi-jurisdictional account) funds should be used if the project is approved.
- VI. **Total Project Cost.** Specify the total estimated cost of the project including in-kind and cost-share contributions from project partners.
- VII. **Project Description and Proposed Activities.** Provide a detailed project description with clearly defined and measurable tasks, by task number, to be accomplished if funding is awarded. Provide any relevant background information to the project, relative information about species, habitat types and descriptions, surrounding land-uses, *etc.*

Answer the question: Why does this project need to be funded by this Program?

Provide enough information about the proposed project so that the NEPA environmental analysis can be facilitated and the permitting compliance requirements can be satisfied. The proposal should have sufficient detail to assess whether the proposed goals and objectives are feasible and can be achieved within the specified timeline and available funding. Describe how the project is related to the landscape-level restoration strategies occurring within where the project is proposed. Clearly describe field techniques, restoration or study designs, type of data collection (if any), species survey methodology (if required) and statistical methods, types of analysis, *etc.* being conducted if research is a component of the project.
- VIII. **Project Timeline.** Include milestones for each specific task, submittal dates for interim, draft and final reports, and a final completion date for project.
- IX. **Existing Habitat and Species Baseline Conditions.** Describe the species and habitat conditions and occurrences at or near the project location(s). Include references to previous biological surveys that can verify the conditions and occurrences. Conditions should be

described for target habitats and species as well as for other habitats and species of concern, such as Federal and State listed species.

- X. Measuring Results.** Describe how the results of the project would be measured when implemented. Examples of project results that could be measured are percent cover and survival of plant species after restoration, wildlife and fish species survival, numbers of individuals detected during pre- and post-restoration surveys, increases in baseline conditions of habitat and species, acres of each habitat type that would be acquired or restored, *etc.* If applicable, describe circumstances of known legal land access versus lands that do not have legal access. Address how not obtaining access to private lands or other areas could potentially affect the results of the project.
- XI. Monitoring and Management.** Developing and implementing a long-term monitoring and management plan for the project location(s) is essential to the overall success of the project. Describe any existing land management plans (e.g. RMP, State Sage-Grouse, Allotment Management, Wildlife Habitat Management Plan *etc.*) for which the program goals and objectives will be accomplished and carried forward in the future, or how and when such plans will be completed. Examples of land management activities that would be addressed in such plans include grazing management, recreation and other human uses, invasive species, cultural resources protection, development and management of water, *etc.* Recipients must submit a plan for monitoring and managing the project area prior to receiving funding. **Proposals submitted without reference to, or a description of, a monitoring and management plan will not be considered for funding.**
- XII. Curriculum Vitae and/or Resume.** Provide a one-page résumé or curriculum vitae for each person who would be significantly involved in the project. The cv or resume should highlight restoration project accomplishments/completions, and list references familiar with the quality of the individual's work.
- XIII. Literature Cited.** Provide references for all scientific, gray literature, personal communications and other sources used in the preparation of this proposed project.
- XIV. Relationship to Program's Ranking Criteria.** Each proposal will be ranked by the Ruby Pipeline Habitat Mitigation Program's Technical Team and then reviewed and approved by the Program's Management Team. Table 1 lists the ranking criteria and range of points that are given for each criterion. **Each applicant is strongly encouraged to provide a narrative with as much information as possible for each applicable criterion for each proposal, since awarding of grant funding is strongly tied to ranking scores.**

TABLE 1. Ranking Criteria

Project Objective	Criteria	Point Value			
		10	5	3	1
<p>1. Protect, maintain and/or strategically restore native shrub-steppe plant communities.</p> <ul style="list-style-type: none"> • High priority projects protect or maintain functioning systems to promote healthy, self-sustaining plant communities. • Moderate priority projects enhance at risk systems to promote healthy, self-sustaining plant communities. • Projects that restore systems lacking key components needed to sustain desired conditions are lower priority due to cost of intensive restoration. 	<p><i>Project protects or maintains existing high value plant communities (Example: fuel break, related fuels management, RX fire etc.)</i></p>	X			
	<p><i>Project enhances quality and/or connectivity or functioning of at-risk plant communities (Example: seeding to improve plant structure/diversity, etc.)</i></p>		X		
	<p><i>Project restores components of non-functioning plant communities. (Example: chemical treatment, drill seeding of degraded areas, etc.)</i></p>			X	
<p>2. Protect, maintain, enhance or restore habitats to sustain or improve pygmy rabbit or sage-grouse populations. Sage grouse projects should be in accordance with existing conservation plans.</p>	<p><i>Project protects, maintains, enhances or restores pygmy rabbit and/or sage-grouse habitat (Example: sagebrush plantings, grass/ forb/sagebrush interseedings, fuel breaks, etc.)</i></p>				
<p>3. Protect, maintain, enhance or restore habitats to sustain or improve mule deer winter habitat to meet state wildlife management objectives.</p>	<p><i>Project protects, maintains, enhances or restores mule deer winter range (Example: fuel breaks, shrub plantings, etc.)</i></p>				
<p>4. Protect, maintain, enhance or restore habitats for priority plant, fish, and wildlife species having <i>completed</i> management plans, agreements or strategies with specific Goals, Objectives and Management Actions such as:</p> <ul style="list-style-type: none"> • Resource Management Plans • Endangered Species Recovery Plans • State Wildlife Action Plans • Conservation Agreements • State Big Game Strategies • Governor’s Sage-grouse Management Plans 	<p><i>Project protects, maintains, enhances or restores habitat for one or more other wildlife species having state/local management priority</i></p>				
<p>5. Protect, maintain, enhance or restore habitat values and proper functioning condition of riparian areas.</p>	<p><i>Project protects or maintains properly functioning riparian areas providing high-value habitat. (Example: riparian enclosure, vegetation treatments)</i></p>		X		
	<p><i>Project restores proper functioning condition and/or enhances riparian habitat values. (Example: exclosures, shrub/ herbaceous plantings etc.)</i></p>			X	

TABLE 1. Ranking Criteria

Criteria	Point Value 10	Point Value			
		5	3	1	1
6. Reduce risk of juniper/conifer encroachment into native shrub-steppe plant communities.	<i>Majority of project treatment activities address encroachment of Stage 1/early Stage 2 juniper/conifer</i>		X		
	<i>Majority of project treatment actions address encroachment of Stage 2/3 juniper/conifer to protect high-value resources</i>			X	
7. Cumulative benefit of the project to species, habitats, and biologically diverse communities.	<i>Project relates to the collective influence of other on-going or planned activities on the same species or habitats</i>				
8. Complement projects implemented on lands in other jurisdictions or ownership.	<i>Project is connected to projects across three or more jurisdictions or ownerships (i.e. adjacent to it or within the same landscape/ watershed).</i>		X		
	<i>Project is connected to projects across two jurisdictions or ownerships. (i.e. adjacent to it or within the same landscape/ watershed).</i>			X	
9. Leverage funding or in-kind contributions by external partners. <ul style="list-style-type: none"> • 0 match (0 points) • Up to 1:1 match (1 point) • 1:1 (3 points) • 2:1 (5 points) • 3:1 (10 points) 	<i>Project includes monetary or in-kind contributions from one or more external partners (Example: equipment, labor, materials)</i>				
10. Project Urgency <ul style="list-style-type: none"> • Low (1 point) • Medium (3 points) • High (5 points) 	<i>The level of threat to a habitat type or area, and/or the consequence to the species or habitat if the project is not implemented.</i>				
11. Nexus to the Ruby Pipeline project <ul style="list-style-type: none"> • No Nexus (1 point) • Indirect effects (3 points) • Direct effects (5 points) 	<i>Relationship of the Ruby Pipeline project impacts to the species or habitat</i>				

XV. Budget (provide a detailed budget summary that indicates costs by tasks and category, include cost share partners, etc.). Each applicant is strongly encouraged to provide a brief narrative to justify their funding request for each task so the Technical Team can equitably evaluate the cost-benefit of each proposed action.

Table 2. Budget Summary

Task or Sub-Task	Personnel	Fringe Benefits	Equipment and Supplies	Travel	Contracts	Indirect Cost	Other Costs	Task and Sub-Task Totals
Totals								

Footnotes: Indicate which monies are from cost share and which are from the Ruby fund. Cost share monies should be underlined.

XVI. Budget Narrative. *(provide a brief narrative to justify the funding request for each task listed in Table 2).*