



Logging & Forestry Education Grant Program Grant Application 2022

Bureau of Parks and Lands
22 State House Station
Augusta, Maine 04333-0022
(207) 441-6140

Please review the [application guidance document](#) and read this entire application before you begin.

APPLICANT INFORMATION

Applicant's Organization Name:			
Chief Executive - Name/Title:			
Tel:		E-mail:	
Headquarters Street Address:			
Headquarters City/State/Zip:			
<i>(Provide information requested below if different from above)</i>			
Lead Point of Contact for Proposal - Name/Title:			
Tel:		E-mail:	
Headquarters Street Address:			
Headquarters City/State/Zip:			

- No attempt has been made, or will be made, by the Applicant to induce any other person or firm to submit or not to submit a proposal.
- The above-named organization is the legal entity entering into the resulting agreement with the Department should they be awarded the contract.
- The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

To the best of my knowledge, all information provided in the enclosed proposal, both programmatic and financial, is complete and accurate at the time of submission.

Name (Print):	Title:
Authorized Signature:	Date:

State of Maine
Department of Agriculture, Conservation & Forestry
DEBARMENT, PERFORMANCE and NON-COLLUSION CERTIFICATION

Applicant's Organization Name:	
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By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
- b. Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:

 - i. Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.*
 - ii. Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
 - iii. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and*
 - iv. Have not within a three (3) year period preceding this proposal had one or more federal, state or local government transactions terminated for cause or default.**
- c. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

Failure to provide this certification may result in the disqualification of the Applicant's proposal, at the discretion of the Department.

Name (Print):	Title:
Authorized Signature:	Date:

Application Questionnaire

QUALIFICATIONS AND EXPERIENCE (25 TOTAL POINTS)

Provide an overview of your organization including service area, how long your institution has provided forestry education curriculum, typical number of students, etc, (10 pts). Describe two qualities of your program that you believe demonstrate experience and expertise in training loggers or foresters (10 pts). Please also summarize the qualifications, experience, and skills in teaching logging and forestry curriculums (attach a list of staff with title and qualifications of each). (5 pts)

PROPOSED PROJECT (35 TOTAL POINTS)

Proposals must include a viable plan for education prior to any proposed purchase, rental, or repair of equipment.

Provide an overview of your current curriculum, include current program needs, as well as new initiatives you are proposing

10 Points

Provide an overview on how you will incorporate public reserved lands management policy https://www.maine.gov/dacf/parks/get_involved/planning_and_acquisition/management_plans/docs/irp.pdf (see p.65 Timber & Renewable Resources), in your educational curriculum related to timber harvesting. Examples might include adding a class or unit focused on Public Lands, developing a new handout or appendix, and/or inviting a Public Lands forester to speak in class. If your curriculum already includes Public Lands management policy, please describe how and provide documentation.

10 Points

Would your program be interested in potentially adopting a shared curriculum covering the required “Public Lands Management Curriculum” required by the grant program?

Yes ___ No ___ (Zero Points)

Would you or your program staff be willing to serve as part of a team to develop and/or review a shared “Public Lands Management Curriculum”?

Yes ___ No ___ (Zero Points)

Provide a realistic work plan for the implementation of the program through the first year. Display the work plan in a timeline detailing the month it will be carried out. Note: If you plan to request full funding in year one, this is only allowed after demonstration of curriculum inclusion of Public Lands management policy and requires specific approval, *please see the footnote below budget table*)

5 Points

Provide an overview of your current equipment inventory and experience, and equipment needed to expand your program including repair, lease, or purchase. Describe any methods or resources you will utilize to ensure realistic work plan for the implementation of equipment through the second year.

5 Points

MEASURABLE OUTCOMES (10 POINTS)

Describe the methods and resources you will use and how you will accomplish the goal of the grant. Describe how you will ensure expectations and/or desired outcomes will be achieved (4 points). Define how you quantify a successful project. Provide and explain three measurable outcomes (6 points):

BUDGET (30 POINTS)

The budget must identify sources of project funding that supplement not replace existing school funding (i.e. school funding should not decrease because of this grant), including in-kind and matching funds, and must specify which itemized items would be funded using the grant funds sought by the applicant. *Grant applicants may request up to \$50,000.*

Provide a budget narrative on how grant funding would be spent. *This budget pertains to your project proposal – not your total operating budget**

Project Budget	Year 1	Year 2
Educational expenses (expenses related to education such as materials, on-site training, small equipment)		
Equipment (list expensed related to equipment such as lease, purchase, or repair)		
Total Project Budget		
Project Funding Secured		
Grant Request Amount (\$50,000 maximum)		

- Please attach a copy of your most recent total operating budget specific to logging and forestry education.
- If you plan to request full funding in year one, this is only allowed after demonstration of curriculum inclusion of Public Lands management policy and requires specific approval, *(please see the footnote below the budget table)*.
- Please attach a list of staff and their qualifications for teaching logging and forestry.

Applications must be emailed to: William.A.Patterson@maine.gov by midnight on July 15, 2022

Late applications will not be considered.

*** Note: There is the opportunity to request a waiver on the 20/80 percentage or timing (year 1 / year 2) of grant payments. A waiver may be requested as part of this grant application and work plan OR at a later date once a grant has been issued, however waiver will not be considered or approved until the public lands policy curriculum requirements are met.*

Pursuant to [12 M.R.S. § 1859 , forestry education grant program rules](#):

Section 8 The Director may waive the terms set forth in sections 5(C), (D), and (E) as well as in sections 8*(A) and (B) if requested in writing by a grant recipient and if the Director, at the Director's sole discretion, determines that such alternative terms are in the best interest of the Bureau and the State.

Note: “8(A) and (B)” is a typo in the rules and clearly refers to section 7 (A) and (B) as section 8 does not have an A or B.

SECTION 5. FUNDING REQUIREMENTS

C. Grants will be awarded over a two-year period, with 20% of the total granted in the first year and the remaining 80% granted in the second year.

D. The initial 20% disbursement must be used to develop educational materials, purchase classroom materials such as, software, handheld devices, and provide educational field training relating to the understanding of forestry principles, statutes, and regulations. Educational materials must include a statement of the additional development of the current curriculum that provides students with a clear understanding of the integrated resource policy governing timber harvesting and related activities on public reserved lands.

E. Distribution of the remaining 80% is contingent on documentation of implemented curriculum that provides students with an understanding of forestry principles, statutes, regulations.

SECTION 7. PAYMENTS TO GRANT RECIPIENTS

A. The Bureau will make one payment to grant recipients within 60 days of issuing a notice of award equal to 20% of the total grant award.

B. The Bureau will make one payment to grant recipients within 30 days of receiving a satisfactory annual report equal to 80% of the total grant award.