



Urban & Community Forestry Subaward Program for All-Entities of Oregon: Pre-Application Eligibility Check

Pre-Application Eligibility Check Instructions:

- i. This form can be used when an applicant wants to request a pre-application eligibility check with the ODF- UCF Subaward Program and U.S. Forest Service.
- ii. Attachments can be uploaded with the pre-application submission.
- iii. Submit the pre-application to ucf.program@odf.oregon.gov.
- iv. The pre-application information will be reviewed and responded to within 2 to 3 weeks.
- v. Additional guidance for this subaward program can be found on the ODF webpage: <https://www.oregon.gov/odf/forestbenefits/Pages/ucf-subaward-programs.aspx>.

Eligibility Questions

1. To qualify for funding through this Federal subaward, the primary applicant must be an eligible entity, as specified in the Call for Proposals (page 2).
 - a. What type of entity is the primary applicant?
 - Federally recognized Tribe
 - Tribal organization
 - Local, regional, or special district government
 - Public or state-controlled institution of higher education Non-profit organization
 - Community-based organization
2. To qualify for funding through this Federal subaward, all proposed program/project activities must take place on eligible lands, as specified on page 6 in the Call for Proposals.
 - a. Will all proposed program/project activities take place on eligible lands?
 - Yes
 - No
3. To qualify for funding through this Federal subaward, the applicant must have an active registration on the Federal System for Award Management (SAM.gov) and have a Unique Entity Identifier (UEI).
 - a. Does the applicant have an active registration in the System for Award Management (SAM.gov)?
 - Yes
 - No
4. To qualify for funding through this Federal subaward, the applicant must have a Federal tax ID number (FEIN).
 - a. Does the applicant have a Federal tax ID number (FEIN)?
 - Yes
 - No
 - b. Please provide the Federal tax ID number (FEIN):

5. To qualify for funding through this subaward program, 100% of proposed program/project benefits must go to 1) Federally recognized Tribes of Oregon, or 2) disadvantaged communities in Oregon, as defined by the Climate and Economic Justice Screening Tool (CEJST), the Environmental Protection Agency (EPA) IRA Disadvantaged Communities Mapping Tool, Title 1-A school campuses, or other government-sponsored vulnerability tools that are applicable to the scope of work to be performed in or for disadvantaged communities.

a. Will all the proposed program/project activities be focused on directly benefiting Federally recognized Tribes of Oregon or disadvantaged communities, as defined above?

Yes

No

b. Which tools/resources were used to determine geographic eligibility (select all that apply)?

Climate & Economic Justice Screening Tool (CEJST)

EPA IRA Disadvantaged Communities Mapping Tool

Title 1-A school campus

Other government-sponsored vulnerability tools (list which resources were used):

c. If geographic eligibility was determined using one or more “other government-sponsored vulnerability tools”, please provide a justification for how those tools were used to identify disadvantaged communities:

d. Attach a map (PDF or screenshot) of the program/project area that supports your selection(s) in question 5b (above). Please use the mapping tool provided (<https://experience.arcgis.com/experience/a5df933edc2f48a3b80eb30e4d55fad0>) if CEJST, EPA IRA Mapping Tool, and/or Title 1-A school campus were used to determine geographic eligibility. If “other government-sponsored vulnerability tools” were used, please attach a screenshot.

Potential Applicant and Partner Information

1. Name of Primary Applicant:
2. Primary contact person:
 - a. Title/Role:
 - b. Email:
 - c. Phone number:
 - d. Address:
 - e. Accepted modes of communication (check all that apply).
 - Email
 - Phone Text
 - Virtual meeting In person
 - Other (please specify):
3. Partner Organizations (*if applicable*)
 - a. Provide the following information for each partner organization:

Organization name(s):

 - 1.
 - 2.
 - 3.
 - 4.
 - 5.

Note: you will be asked to provide a Letter of Support highlighting each partner's roles/ responsibilities in the program/project.

4. Describe the minimum and maximum of funding desired for the proposed program/project. If your proposal has phases, include this with your minimum and maximum range per phase.

Program/Project Narrative

1. Program/Project description:

a. Provide a description of the proposed program/project. (500 words maximum)

b. What are the specific challenges or issues this program/project seeks to address?

2. Program/Project alignment with ODF UCF Program goals:

- a. Which of the following UCF Program goals will this program/project support (*check all that apply*)?
- Urban and community forest assessment, planning, and prioritization
 - Culturally responsive urban and community forestry education, engagement, immersive/experiential outdoor recreation, and community-building initiatives
 - Urban and community forestry workforce development
 - Expansion of urban and community forestry tree production, planting, and maintenance
 - Urban and community forestry monitoring, adaptive management, and lesson sharing
 - Build capacity with collective impact through an urban and community forestry network
- b. For each of the goals selected in the question above, provide a description of how this program/project supports the goal and how you will measure completion or success.

- c. Is the applicant interested in connecting or collaborating with other organizations, entities, or Tribes that are working on similar programs/projects?
- Yes
 - No

3. Program/Project timeline:

- a. When do you anticipate the program/project work beginning and ending?

Note: Be prepared to identify any barriers or challenges that may become obstacles to the completion of the proposed program/project. Insurance coverage may be recommended with a risk assessment.

