



Urban & Community Forestry (UCF) Subaward Program: Registration & Application Webinar

July 24, 2024

*Oregon Department of Forestry (ODF)
Urban & Community Forestry (UCF) Program*



Housekeeping



Zoom ground rules:

- ❖ Safety Brief: Check your surroundings, identify trip hazards and emergency exits, and if driving please pull over or be in listening mode only.
- ❖ This meeting is being recorded.
- ❖ Closed captioning is available under "more".
- ❖ Please keep your videos off and microphones muted to minimize distraction.
- ❖ Please share your name, role, and organization in the chat.
- ❖ Post questions in the Q&A (may be under "more").
 - ❖ *Do not use chat for Q&A*
 - ❖ You can submit anonymously or with your name; choose what is comfortable for you.
 - ❖ If you have the same question, "like" with the “👍” to upvote the question.

Webinar Outline



- ❑ **Introduction to the UCF Grant Portal (35 minutes)**
 - ❑ Completing a registration
 - ❑ Completing an application
- ❑ **UCF Mapping Tool Tutorial (5 minutes)**
- ❑ **Q & A (15 minutes)**



UCF Grant Portal Registration



Accessing the UCF Grant Portal: Option 1



<https://tinyurl.com/UCF-subaward-programs>

Growing Equity: Urban and Community Forestry Subaward Programs

Senate Bill 762

About ODF

Board & committees

Fire

FOREST BENEFITS

About Oregon's forests

Urban forests

Growing Equity: Urban and Community Forestry Subaward Programs

Forest health

Tree care

Hiroshima peace trees

Climate change

Biomass

High value conservation areas



Announcement

Join the upcoming information session introducing the new online grant management system, WebGrants. The Wednesday, July 24, 2024, session will include instructions on how to register and apply while offering tips on navigating the system. All sessions are recorded and posted in the All-Entities sub-award program.

Click [HERE to register](#) and receive a link to the upcoming July session.

Background

The Oregon Department of Forestry (ODF) Urban & Community Forestry (UCF) received \$26.6 million to stand up two subaward programs offering \$10 million explicitly devoted to the nine Federally Recognized Tribes of Oregon, and \$12.5 million available to all eligible entities in the State of Oregon. Both funding opportunities aim to promote community and

Online Grant Portal

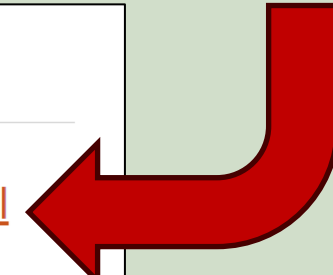
- [Registration instructions](#)
- [Application instructions](#)

Grant assistance / Asistencia para subvenciones

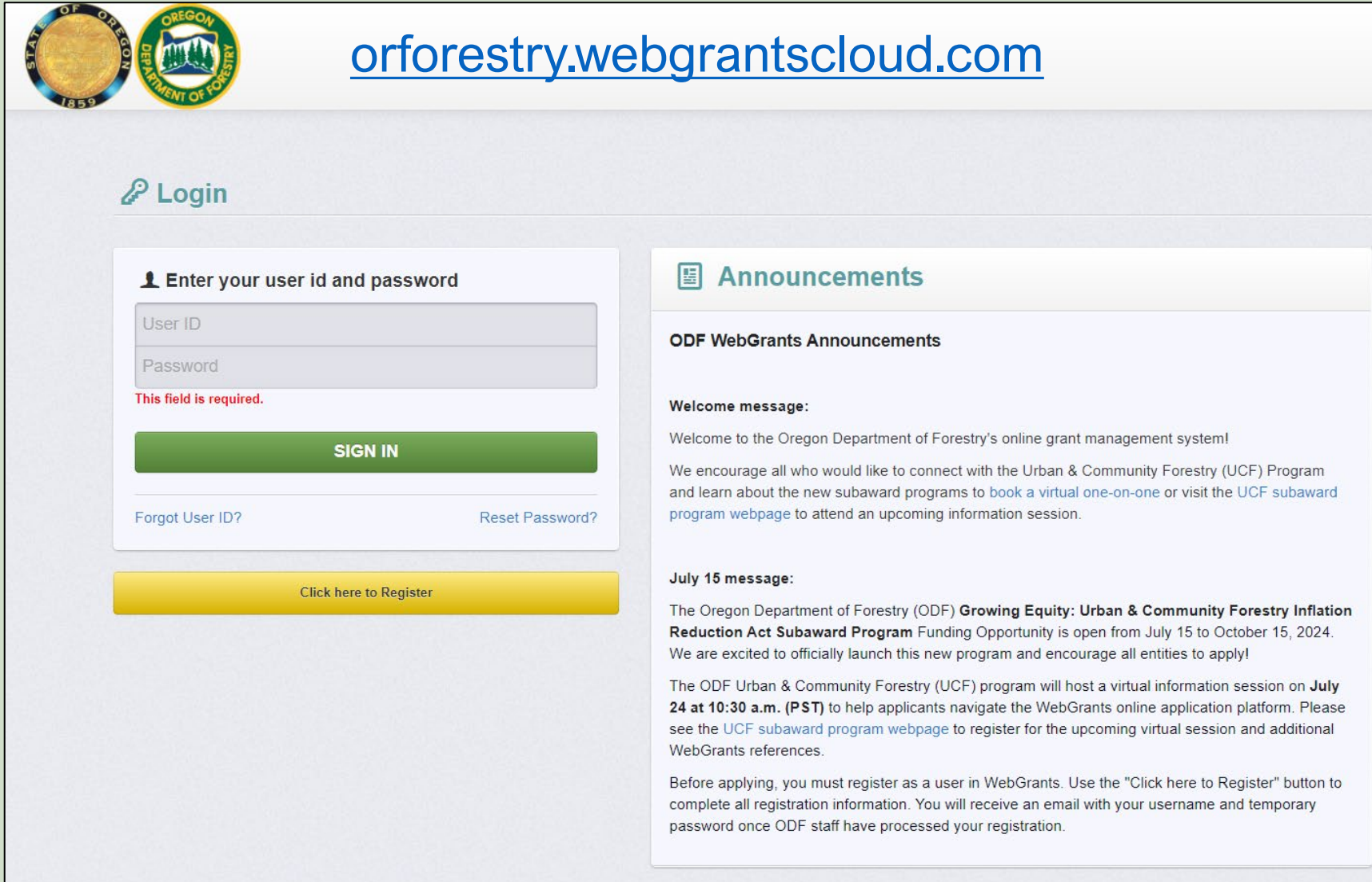
Need information in a different language or other assistance?

Use the translation tool in the corner of our webpage or send with your request.

Complete the [subaward assis](#) to determine your eligibility and support needs. Additional app assistance may be available through [NWEJC](#) and registration assistance is available through [GCAP](#).



Accessing the UCF Grant Portal: Option 2






The screenshot shows the login page for the Oregon Department of Forestry's online grant management system. At the top left, there are two circular logos: the State of Oregon seal (1859) and the Oregon Department of Forestry logo. To the right of these logos is the URL orforestry.webgrantscloud.com. Below the logos is a "Login" section with a key icon. The login form contains two input fields: "User ID" and "Password". Below the "Password" field, there is a red error message: "This field is required." Below the input fields is a green "SIGN IN" button. Underneath the "SIGN IN" button are two links: "Forgot User ID?" and "Reset Password?". Below the login form is a yellow button that says "Click here to Register". To the right of the login form is an "Announcements" section with a document icon. The announcements section is titled "ODF WebGrants Announcements" and contains two messages. The first is a "Welcome message:" which says "Welcome to the Oregon Department of Forestry's online grant management system! We encourage all who would like to connect with the Urban & Community Forestry (UCF) Program and learn about the new subaward programs to [book a virtual one-on-one](#) or visit the [UCF subaward program webpage](#) to attend an upcoming information session." The second is a "July 15 message:" which says "The Oregon Department of Forestry (ODF) **Growing Equity: Urban & Community Forestry Inflation Reduction Act Subaward Program** Funding Opportunity is open from July 15 to October 15, 2024. We are excited to officially launch this new program and encourage all entities to apply! The ODF Urban & Community Forestry (UCF) program will host a virtual information session on **July 24 at 10:30 a.m. (PST)** to help applicants navigate the WebGrants online application platform. Please see the [UCF subaward program webpage](#) to register for the upcoming virtual session and additional WebGrants references. Before applying, you must register as a user in WebGrants. Use the "Click here to Register" button to complete all registration information. You will receive an email with your username and temporary password once ODF staff have processed your registration."




Accessing the UCF Grant Portal: Announcements



  orforestry.webgrantscloud.com

 Login

 Enter your user id and password


User ID
Password

This field is required.

SIGN IN

[Forgot User ID?](#) [Reset Password?](#)

[Click here to Register](#)

 **Announcements**

ODF WebGrants Announcements

Welcome message:

Welcome to the Oregon Department of Forestry's online grant management system!

We encourage all who would like to connect with the Urban & Community Forestry (UCF) Program and learn about the new subaward programs to [book a virtual one-on-one](#) or visit the [UCF subaward program webpage](#) to attend an upcoming information session.

July 15 message:

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Before applying, you must register as a user in WebGrants. Use the "Click here to Register" button to complete all registration information. You will receive an email with your username and temporary password once ODF staff have processed your registration.



Accessing the UCF Grant Portal: Registration



The screenshot shows the website orforestry.webgrantscloud.com. At the top left are the State of Oregon and Oregon Department of Forestry logos. The main content area is divided into two sections: "Login" and "Announcements".

Login Section:

- Header: "Enter your user id and password"
- Input fields: "User ID" and "Password". A red error message below the password field reads "This field is required."
- Button: "SIGN IN" (green)
- Links: "Forgot User ID?" and "Reset Password?"

Announcements Section:

- Header: "ODF WebGrants Announcements"
- Section: "Welcome message:"

Welcome to the Oregon Department of Forestry's online grant management system!

We encourage all who would like to connect with the Urban & Community Forestry (UCF) Program and learn about the new subaward programs to [book a virtual one-on-one](#) or visit the [UCF subaward program webpage](#) to attend an upcoming information session.
- Section: "July 15 message:"

The Oregon Department of Forestry (ODF) **Growing Equity: Urban & Community Forestry Inflation Reduction Act Subaward Program** Funding Opportunity is open from July 15 to October 15, 2024. We are excited to officially launch this new program and encourage all entities to apply!

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Before applying, you must register as a user in WebGrants. Use the "Click here to Register" button to complete all registration information. You will receive an email with your username and temporary password once ODF staff have processed your registration.

A red arrow points from the "Click here to Register" button in the registration section to the "Click here to Register" button in the yellow banner at the bottom of the page.



Registration: Personal Contact Information



Registration Save Registration Information

Personal Contact Information

Please note that fields in red font with an asterisk indicates a required field. Any non-required, black font, fields can be skipped.

Name:
Salutation First Name Middle Name Last Name

Title:

Email*:

Address*:

City State/Province Postal Code/Zip

Phone*:
Phone Ext.
####

Fax:
####

What Program are you most interested in? This information is used to process your registration and does not restrict your ability to apply for other programs.

Program Area of Interest:

Copy Personnel Information to Organization?:

Registration: Organization Information



Organization Information

Name*:

Organization Type*:


Organization Website:

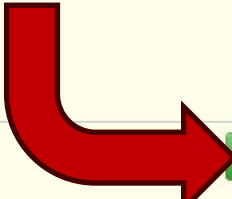
Address*:

City State/Province Postal Code/Zip

Phone*:
Ext.

Fax:
#####

Captcha*: I'm not a robot  reCAPTCHA
Privacy - Terms



Registration Confirmation Email

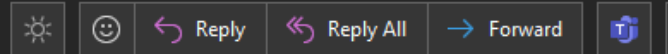


WebGrants - Oregon Department of Forestry - New User Registration



ORFORESTRY@mail.webgrantscloud.com

To ✓ ELDERBROCK Evan M * ODF



Tue 07/09/2024 12:4

**** Do Not Respond to This Email ****

Dear Evan Tester,

Thank you for registering with WebGrants - Oregon Department of Forestry.

Your registration is currently under review, if approved, you will receive a confirmation email with your user id and password.

Registration review may take several business days.

Thank you for your patience.

You may now log into the WebGrants system at the following location:

<https://orforestry.webgrantscloud.com>

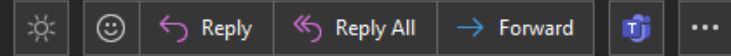
Registration User ID Email



WebGrants - Oregon Department of Forestry - Approved Registration



ORFORESTRY@mail.webgrantscloud.com
To ✓ ELDERBROCK Evan M * ODF



Tue 07/09/2024 12:44 PM

**** Do Not Respond to This Email ****

Dear Evan Tester,

Your new registration with WebGrants - Oregon Department of Forestry has been Approved.

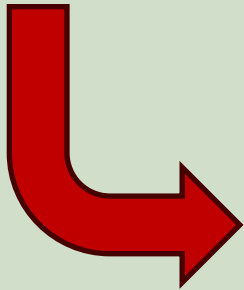
Your user id is below:

User id: [REDACTED]

Your temporary password will be sent in a separate email.

You may now log into the WebGrants system at the following location:



<https://orforestry.webgrantscloud.com>










Registration User ID Email



WebGrants - Oregon Department of Forestry - Approved Registration

 ORFORESTRY@mail.webgrantscloud.com
To  ELDERBROCK Evan M * ODF

   Reply  Reply All  Forward  

Tue 07/09/2024 12:44 P

**** Do Not Respond to This Email ****

Dear Evan Tester,

Your registration has been Approved. Your password is below:

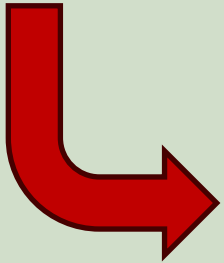
Password: 

You should have received a separate email message with your User ID.

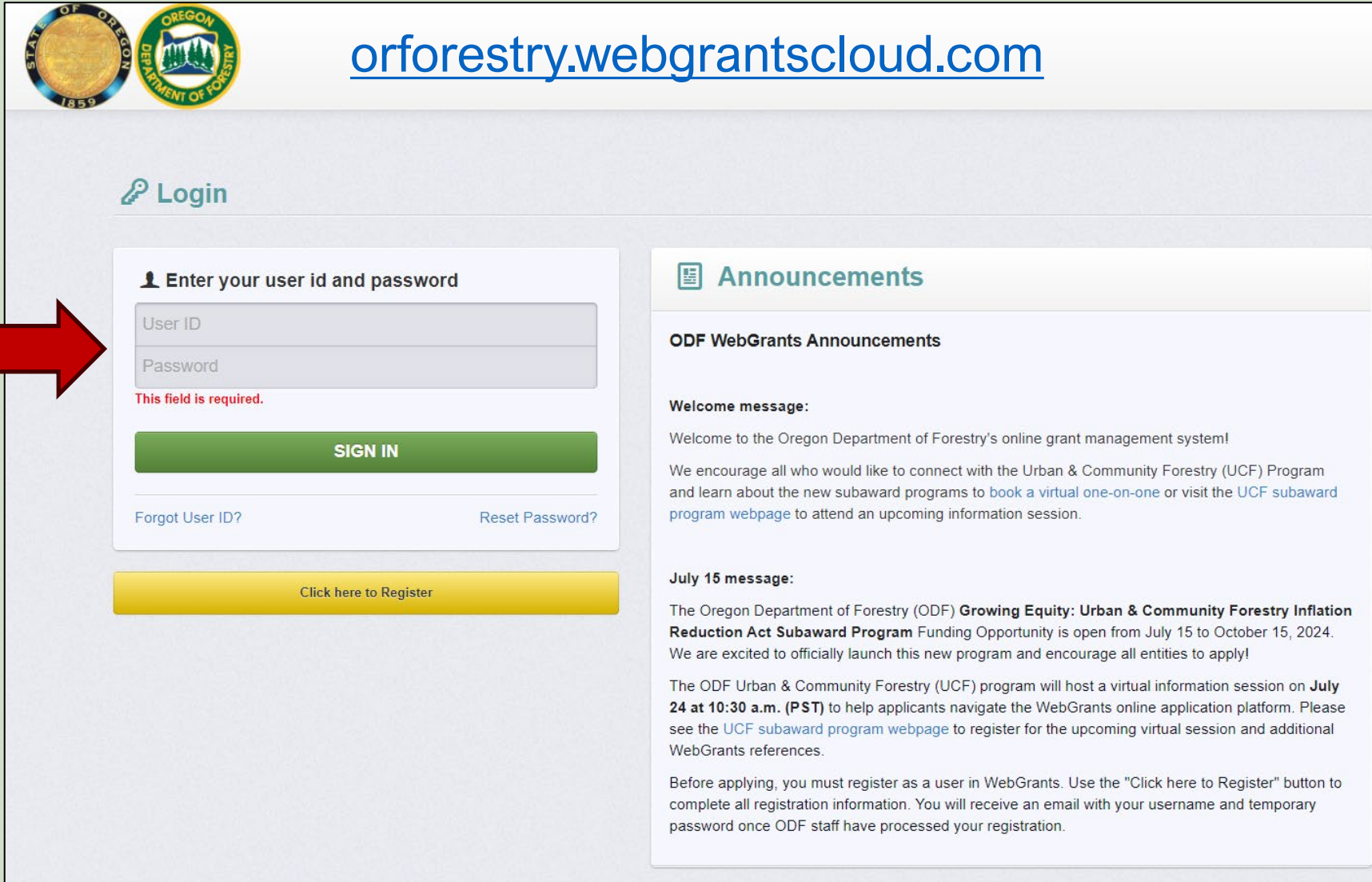
After you login for the first time, please reset your password by selecting "My Profile" then "Reset Password"

You may now log into the WebGrants system at the following location:

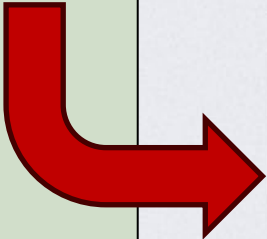
<https://orforestry.webgrantscloud.com>



Logging In to the UCF Grant Portal



The screenshot shows the login page for the UCF Grant Portal. At the top left, there are two circular logos: the State of Oregon seal and the Oregon Department of Forestry logo. To the right of the logos is the URL orforestry.webgrantscloud.com. Below the logos is a "Login" section with a key icon. The login form contains two input fields: "User ID" and "Password". A red error message "This field is required." is displayed below the "Password" field. A green "SIGN IN" button is located below the input fields. Below the "SIGN IN" button are two links: "Forgot User ID?" and "Reset Password?". At the bottom of the login form is a yellow button labeled "Click here to Register". To the right of the login form is an "Announcements" section with a document icon. The announcements section contains a "Welcome message:" and a "July 15 message:". The welcome message says "Welcome to the Oregon Department of Forestry's online grant management system! We encourage all who would like to connect with the Urban & Community Forestry (UCF) Program and learn about the new subaward programs to [book a virtual one-on-one](#) or visit the [UCF subaward program webpage](#) to attend an upcoming information session." The July 15 message says "The Oregon Department of Forestry (ODF) **Growing Equity: Urban & Community Forestry Inflation Reduction Act Subaward Program** Funding Opportunity is open from July 15 to October 15, 2024. We are excited to officially launch this new program and encourage all entities to apply! The ODF Urban & Community Forestry (UCF) program will host a virtual information session on **July 24 at 10:30 a.m. (PST)** to help applicants navigate the WebGrants online application platform. Please see the [UCF subaward program webpage](#) to register for the upcoming virtual session and additional WebGrants references. Before applying, you must register as a user in WebGrants. Use the "Click here to Register" button to complete all registration information. You will receive an email with your username and temporary password once ODF staff have processed your registration."





UCF Grant Application Tutorial



UCF Grant Portal: Home Screen





Evan Tester
External User
Grantee

Work Assignment

All currently assigned work

[Work Assignment](#) | [Calendar](#) | [Alerts](#) | [Document Repository](#)

[Dashboard](#) >

[Back](#) | [Print](#) | [Online Help](#) | [Log Out](#)

Approaching Deadlines - Next 30 Days

[View Overdue Approaching Deadlines](#)

This section displays the documents with due dates arriving in the next 30 days or overdue.

Due	Document	Sub-Type	ID	Status	Title	Program Area	Funding Opportunity
No data available in table							

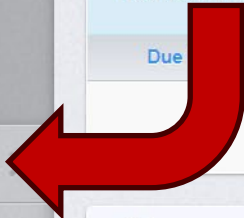
Recent Negotiations - Due Within 30 Days

This section displays the documents that you negotiated in the last 30 days.

Due Date	Document Type	Sub Type/Round	ID	Status	Title	Organization	Program Area	Funding Opportunity
No data available in table								

Recent Correspondence - Within the Last 30 Days

[Funding Opportunities](#) | [Applications](#) | [Grants](#) | [Reports](#) | [My Profile](#)



UCF Grant Portal: Posted Funding Opportunities



Funding Opportunities

List of all current Funding Opportunities

 Back

 Print

 Online Help

 Log Out

Currently Posted Funding Opportunities

All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date. Click on a funding opportunity to see the associated details and description, access any current applications you have created or start a new application. You can click the "Online Help" button in the toolbar at the top of the screen for additional information.

Search:

ID	Status	Agency	Program Area	Title	Posted Date	Final-Application Due Date
1010	Posted	Oregon Department of Forestry	Urban & Community Forestry Program	Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024	Jul 16, 2024 8:10 AM	Oct 15, 2024 11:59 PM

Showing 1 to 1 of 1 entries

UCF Grant Portal: Posted Funding Opportunities



Funding Opportunities

List of all current Funding Opportunities

[Back](#)

[Print](#)

[Online Help](#)

[Log Out](#)

Currently Posted Funding Opportunities

All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date. Click on a funding opportunity to see the associated details and description, access any current applications you have created or start a new application. You can click the "Online Help" button in the toolbar at the top of the screen for additional information.

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Showing 1 to 1 of 1 entries

UCF Grant Portal: Funding Opportunity Details



Funding Opportunity Details

[? Ask a Question](#)[Copy Existing Application](#)[Start New Application](#)

1010 - Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Funding Opportunity Details

Urban & Community Forestry Program

Final Application Deadline: Oct 15, 2024 11:59 PM

Status: Posted
Posted Date: Jul 16, 2024 8:10 AM
Award Amount Range: \$10,000.00 - \$750,000.00
Project Dates: -
Award Announcement Date:

Program Officer: Hilary Olivos-Rood
Phone: (971) 707-8946 x
Email: Hilary.OLIVOS-ROOD@odf.oregon.gov

Description

Description

Growing Equity: Urban & Community Forestry Inflation Reduction Act Subaward Program Funding Opportunity
Supported by Region 6 of the United States Forest Service (USFS) State, Private, and Tribal Forestry and the State of Oregon Department of Forestry (ODF)

SUMMARY INFORMATION

This Call for Proposals (CFP) is issued by ODF to identify and fund outstanding proposals that promote urban and community forest investment and tree equity in overburdened and underserved communities. Specifically, this subaward program will fund projects and programs in the areas of urban and community forest planning; tree propagation, planting, and maintenance; and forest-centered education, outreach, networking, workforce development, and storytelling. Eligible entities are invited to submit proposals that align with ODF's Urban & Community Forestry (UCF) Program's mission and subaward program priorities.

Proposal Submission Period: Proposals may be submitted, starting on July 15, 2024, to October 15, 2024 (11:59 p.m., PDT). We plan to announce a second Call for Proposals in 2025.

Funding Period: January 1, 2025 – September 1, 2028.

UCF Grant Portal: Funding Opportunity Details



SAM.gov Registration: In order to apply, the primary applicant must have an active registration in the system for award management (SAM.gov) and have a Unique Entity Identifier (UEI).

Geographic Eligibility: 100% of 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 (CJEST), the Environmental Protection Agency (EPA) IRA 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. The USFS and ODF UCF will have final approval on geographic eligibility for proposals using "other government-sponsored vulnerability tools". Proposals must include the tool(s) referenced to demonstrate the designation of the disadvantaged community your program/project will be serving. Please reach out to UCF Program if you are unsure whether your program/project proposal meets the geographic eligibility requirement.

Attachments

Attachments

Description	File Name	Type	Size	Upload Date
Call for Proposals	odf-ucf-all-entities-call-for-proposals.pdf	pdf	1 MB	07/11/2024 09:32 AM
Frequently asked questions	odf-ucf-ira-faq.pdf	pdf	404 KB	07/10/2024 05:08 PM
Subaward Glossary	odf-ucf-subaward-glossary.pdf	pdf	265 KB	07/11/2024 09:30 AM

Website Links

Website links

Description	Link
SAM.gov	https://sam.gov/content/home
Climate and Economic Justice Screening Tool (CJEST)	https://screeningtool.geoplatform.gov/en/#5.32/43.344/-120.159
Environmental Protection Agency (EPA) IRA Mapping Tool	https://epa.maps.arcgis.com/home/webmap/viewer.html?layers=f3be939070844eac8a14103ed6f9affd
Title 1-A school campuses	https://www.oregon.gov/ode/schools-and-districts/grants/esea/ia/pages/default.aspx
Booking site (to set up a meeting with an ODF UCF staff)	https://outlook.office365.com/book/UCFProgram@stateoforegon.onmicrosoft.com/
ODF Growing Equity subaward program webpage	https://www.oregon.gov/odf/forestbenefits/Pages/ucf-subaward-programs.aspx

UCF Grant Portal: Funding Opportunity Details



Funding Opportunity Details

[? Ask a Question](#) [Copy Existing Application](#) [Start New Application](#)

1010 - Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

[Funding Opportunity Details](#)

Urban & Community Forestry Program

Final Application Deadline: Oct 15, 2024 11:59 PM

Status:	Posted	Program Officer:	Hilary Olivos-Rood
Posted Date:	Jul 16, 2024 8:10 AM	Phone:	(971) 707-8946 x
Award Amount Range:	\$10,000.00 - \$750,000.00	Email:	Hilary.OLIVOS-ROOD@odf.oregon.gov
Project Dates:	-		
Award Amount:			

[? Ask a Question](#) [Copy Existing Application](#) [Start New Application](#)

Growing Equity: Urban & Community Forestry Inflation Reduction Act Subaward Program Funding Opportunity
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Funding Period: January 1, 2025 – September 1, 2028.

UCF Grant Portal: Application Creation Wizard



Application Creation Wizard - Step: 1

- The Application creation process is a short wizard.
- Step 1: Enter your Application title and select your Primary Contact. Click 'Save Form Information' to show the next field.
- Step 2: Select the Organization for which you will be submitting this Application. Click 'Save Form Information' to show the next field.
- Step 3: This is an optional step. Select any additional contacts with which you would like to share your Application. Click 'Save Form Information' to show the next field.

Application - General Information

Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application.

Select the organization, if you belong to more than one, for which you will be submitting this application.

Application Title*:

Primary Contact*:

Organization*:

Additional Contacts*:

Primary Contact Person's Accepted Modes of Communication:

If Other, Please List:

UCF Grant Portal: Application Wizard



Application Creation Wizard - Step: 2

- The Application creation process is a short wizard.
- Step 1: Enter your Application title and select your Primary Contact. Click 'Save Form Information' to show the next field.
- Step 2: Select the Organization for which you will be submitting this Application. Click 'Save Form Information' to show the next field.
- Step 3: This is an optional step. Select any additional contacts with which you would like to share your Application. Click 'Save Form Information' to show the next field.

Application - General Information

 Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application.

Select the organization, if you belong to more than one, for which you will be submitting this application.

Application ID: 1022

Program Area*: Urban & Community Forestry Program

Funding Opportunity*: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Application Stage*: Final Application

Application Status*: Editing

Application Title*:

Primary Contact*: Evan Tester

Organization*:

Additional Contacts*:



UCF Grant Portal: Application Wizard



Application Creation Wizard - Step: 3

- The Application creation process is a short wizard.
- Step 1: Enter your Application title and select your Primary Contact. Click 'Save Form Information' to show the next field.
- Step 2: Select the Organization for which you will be submitting this Application. Click 'Save Form Information' to show the next field.
- Step 3: This is an optional step. Select any additional contacts with which you would like to share your Application. Click 'Save Form Information' to show the next field.

Application - General Information

Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

Application ID: 1022

Program Area*: Urban & Community Forestry Program

Funding Opportunity*: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Application Stage*: Final Application

Application Status*: Editing

Application Title*:

Primary Contact*: Evan Tester

Organization*: BaseLine Tester Organization

Select any additional contacts within your organization that will also manage this grant. Include all contacts that will need access to claims and status reports if this project is awarded.

Additional Contacts:

Primary Contact Person's Accepted Modes of Communication:

- Al Tester
- Evan Tester
- Hilary Tester
- System Administrator
- Test Tester

If Other, Please List:



UCF Grant Portal: Application Details



Evan Tester
External User
Grantee

- Dashboard
- Funding Opportunities
- Applications**
- Grants
- Reports
- My Profile

Submitted Applications

List of all current submitted applications

[Back](#) [Print](#) [Online Help](#) [Log Out](#)

1022 - Test for Webinar

Status: **Editing**
Stage: Final Application
Application Due Date: Oct 15, 2024 11:59 PM
Program Area: Urban & Community Forestry Program
Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024
Organization: BaseLine Tester Organization
Requested Total:

See all application components below. Click on the component that you would like to edit or see in more detail. You can click the "Online Help" button in the toolbar at the top of the screen for a description of this section and all available actions.

[Application Preview](#) [Attachments](#) [Alert History](#) [Map](#)

Application Details

[Preview Application](#) [Ask a Question](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application Budget is lower than the allowable limit
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Jul 18, 2024 10:11 AM - Evan Tester
Eligibility Form	-	-
Program/Project Team Experience	-	-
Partner Organizations	-	-
Program/Project Narrative	-	-
Key Milestones	-	-
Budget	-	-

UCF Grant Portal: Application Details



UCF Grant Portal navigation menu and user profile. The menu includes: Dashboard, Funding Opportunities, Applications, Grants, Reports, and My Profile. The user profile shows: Evan Tester, External User, Grantee.

Mobile navigation menu for Evan Tester, External User, Grantee. The menu includes: Dashboard, Funding Opportunities, Applications, Grants, Reports, and My Profile.

Submitted Application details page for application 1022 - Test for Webinar. The page shows application status, tabs for Application Preview, Attachments, and Alert History, and a list of application components.

Application cannot be Submitted Currently

- Application Budget is lower than the allowable
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Jul 18, 2024 10:11 AM - Evan Tester
Eligibility Form	-	-
Program/Project Team Experience	-	-
Partner Organizations	-	-
Program/Project Narrative	-	-
Key Milestones	-	-
Budget	-	-

UCF Grant Portal: Online Help Button



The screenshot displays the UCF Grant Portal interface. On the left is a navigation sidebar with options: Dashboard, Funding Opportunities, Applications, Grants, Reports, and My Profile. The main content area is titled "Submitted Applications" and shows a list of applications. The application "1022 - Test for Webinar" is selected, showing details such as Status (Editing), State (Final Application), Date (Oct 15, 2024 11:59 PM), Program (Urban & Community Forestry Program), and Organization (BaseLine Tester Organization). A red box highlights the "Online Help" button in the top toolbar, and another red box highlights the "Online Help" button within the application details view, with a hand cursor pointing to it. Below the application details, there is a section for "Application Details" with a table of components and their completion status.

Submitted Applications
List of all current submitted applications

Back Print Online Help Log Out

1022 - Test for Webinar

Status: **Editing**

State: Final Application

Date: Oct 15, 2024 11:59 PM

Program: Urban & Community Forestry Program

Organization: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Organization: BaseLine Tester Organization

Requested Total:

See all application components below. Click on the component that you would like to edit or see in more detail. You can click the "Online Help" button in the toolbar at the top of the screen for a description of this section and all available actions.

Application Preview Attachments Alert History Map

Application Details

Preview Application Ask a Question Withdraw

Application cannot be Submitted Currently

- Application Budget is lower than the allowable limit
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Jul 18, 2024 10:11 AM - Evan Tester
Eligibility Form	-	-
Program/Project Team Experience	-	-
Partner Organizations	-	-
Program/Project Narrative	-	-
Key Milestones	-	-
Budget	-	-

UCF Grant Portal: Online Help Button



A screenshot of the UCF Grant Portal interface. The user is logged in as Evan Tester, an External User and Grantee. The main area shows "Submitted Applications" for a funding opportunity titled "1022 - Test for Webinar". The application status is "Editing". A red box highlights the "Online Help" button in the top navigation bar, and another red box highlights the "Online Help" button in the application details section, with a hand cursor pointing to it. The application details section shows a message: "Application cannot be Submitted Currently" with reasons: "Application Budget is lower than the allowable limit" and "Application components are not complete". A list of application components is visible below, including "General Information", "Eligibility Form", "Program/Project Team Experience", "Partner Organizations", "Program/Project Narrative", "Key Milestones", and "Budget".

A screenshot of the "Online Help" dialog box. The dialog has a title bar with a question mark icon and the text "Online Help". The main content area is titled "Application Details" and contains the following text:

This page lists all the applications components associated with this Funding Opportunity. The list has the following columns:

- Component
- Complete?
- Last Edited

Each of these columns is defined below:

Component
This is the title of the application component. Click into each component and enter all required information.

Complete
A checkmark appears in this column after you click the Mark as Complete button in each component. You cannot submit the application unless all components have a checkmark in this column.

Last Edited
This is the name and date of the last person who edited the data in the component.

Preview Application
This button will display a full preview of the entire application. You can also print a black and white version of the application from this page.

Ask a Question
You may submit any questions you may have about this application to the program administrators. You may or may not get a response. The administrator also has the option to post your question and answer to the FO preview for all applicants to see. It is also possible that the administrator may answer your question privately via email. You may not see this button if the administrator has chosen not to allow questions.

Withdraw
If your application is in Editing status you may withdraw the application. This will remove the application from your standard application list views.

Submit
The system will allow the submit of an application only if all the components have been marked complete and all required fields have been completed. Once you submit the application, all components become locked. The status of the application changes to Submitted. You will receive an email alert indicating the application was submitted.

At the bottom right of the dialog, there is a "Cancel" button.

UCF Grant Portal: Application Components



The screenshot displays the UCF Grant Portal interface. On the left is a navigation menu with options like Dashboard, Funding Opportunities, Applications, Grants, Reports, and My Profile. The main content area shows 'Submitted Applications' for user 'Evan Tester'. A specific application '1022 - Test for Webinar' is highlighted, with details such as Status: Editing, Stage: Final Application, and Application Due Date: Oct 15, 2024 11:59 PM. Below this, there are tabs for Application Preview, Attachments, Alert History, and Map. A message indicates the application cannot be submitted currently due to budget and component issues.

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Two red boxes highlight the component list on the left and the 'Complete?' column in the table. Red arrows point from these boxes to the corresponding application details in the main view.

UCF Grant Application Forms



General Information Form: Preview Mode



1022 - Test for Webinar

Status: **Editing**

Stage: Final Application

Application Due Date: Oct 15, 2024 11:59 PM

Program Area: Urban & Community Forestry Program

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Organization: BaseLine Tester Organization

Requested Total: \$267,333.00

PREVIEW MODE

App List | **Genera** | Eligib | Progra | Partne | Progra | Key Mi | Budget

This section includes high-level information about the application. To edit this form, click the green "Edit Form" button in the upper right-hand corner of the section. You can move to the next section by clicking the blue "Next" button at the bottom of the section, or you can move to any section by clicking one of the section tabs above.

General Information

Negotiated By:

Id*: 1022

Status: Editing

Title*: Test for Webinar

Organization*: BaseLine Tester Organization

Primary Contact*: Evan Tester

Primary Contact Person's Accepted Modes of Communication:

If Other, Please List:

Additional Contacts:

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Program Area: Urban & Community Forestry Program

Last Edited By: Evan Elderbrock - Jul 23, 2024 11:23 AM

[Edit Form](#)

[Next →](#)

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

General Information Form: Editing Mode



Application - General Information

Application ID*:

Program Area*:

Urban & Community Forestry Program

Funding Opportunity*:

1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Application Stage*:

Final Application

Application Status*:

Editing

Application Title*:

Primary Contact*:

Organization*:

Select any additional contacts within your organization that will also manage this grant. Include all contacts that will need access to claims and status reports if this project is awarded.

Additional Contacts:

Primary Contact Person's Accepted Modes of Communication:

- Email
- Phone
- Text
- Virtual meeting
- In person

If Other, Please List:



Save Form Information

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

**EDITING
MODE**

Form Navigation



1022 - Test for Webinar

Status: **Editing**

Stage: Final Application

Application Due Date: Oct 15, 2024 11:59 PM

Program Area: Urban & Community Forestry Program

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Organization: BaseLine Tester Organization

Requested Total: \$267,333.00

PREVIEW MODE

App List | **Genera** | Eligib | Progra | Partne | Progra | Key Mi | Budget

This section includes high-level information about the application. To edit this form, click the green "Edit Form" button in the upper right-hand corner of the section. You can move to the next section by clicking the blue "Next" button at the bottom of the section, or you can move to any section by clicking one of the section tabs above.

General Information

[Edit Form](#)

Negotiated By:

Id*: 1022

Status: Editing

Title*: Test for Webinar

Organization*: BaseLine Tester Organization

Primary Contact*: Evan Tester

Primary Contact Person's Accepted Modes of Communication:

If Other, Please List:

Additional Contacts:

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Program Area: Urban & Community Forestry Program

Last Edited By: Evan Elderbrock - Jul 23, 2024 11:23 AM

[Next →](#)

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Form Navigation



1022 - Test for Webinar

Status: **Editing**

Stage: Final Application

Application Due Date: Oct 15, 2024 11:59 PM

Program Area: Urban & Community Forestry Program

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Organization: BaseLine Tester Organization

Requested Total: \$267,333.00

PREVIEW MODE

App List | **Genera** | Eligib | Progra | Partne | Progra | Key MI | Budget

This section includes high-level information about the application. To edit this form, click the green "Edit Form" button in the upper right-hand corner of the section. You can move to the next section by clicking the blue "Next" button at the bottom of the section, or you can move to any section by clicking one of the section tabs above.

General Information

[Edit Form](#)

Negotiated By:

Id*: 1022

Status: Editing

Primary Contact Person

App List | **Genera** | Eligib | Progra | Partne | Progra | Key MI | Budget

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Program Area: Urban & Community Forestry Program

Last Edited By: Evan Elderbrock - Jul 23, 2024 11:23 AM

[Next](#) →

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Form Navigation



1022 - Test for Webinar

Status: **Editing**

Stage: Final Application

Application Due Date: Oct 15, 2024 11:59 PM

Program Area: Urban & Community Forestry Program

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Organization: BaseLine Tester Organization

Requested Total: \$267,333.00

PREVIEW MODE

App List | **Genera** | Eligib | Progra | Partne | Progra | Key Mi | Budget

This section includes high-level information about the application. To edit this form, click the green "Edit Form" button in the upper right-hand corner of the section. You can move to the next section by clicking the blue "Next" button at the bottom of the section, or you can move to any section by clicking one of the section tabs above.

General Information

[Edit Form](#)

Negotiated By:

Id*: 1022

Status: Editing

Title*: Test for Webinar

Organization*: BaseLine Tester Organization

Primary Contact*: Evan Tester

Primary Contact Person's Accepted Modes of Communication:

If Other, Please List:

Additional Contacts:

Funding Opportunity: 1010-Growing Equity: Urban & Community Forestry Inflation Reduction Act - 2024

Program Area: Urban & Community Forestry Program

Last Edited By: Evan Elderberry Jul 23, 2024 11:23 AM

Next →

Next →

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Eligibility Form: Preview Mode



Eligibility Questions

✓ Mark  Edit Form

****Note:** If the applicant answers "No" to any of the questions in this section, please reach out to discuss with the UCF Program staff (see contact information listed in the Call for Proposals).

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).

What type of entity is the primary applicant?*

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](#).

Will all proposed program/project activities take place on eligible lands?*

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).

Does the applicant have an active registration in the System for Award Management (SAM.gov)?*

Please provide the 12-character SAM.gov Unique Entity Identifier (UEI)*:

Please provide a PDF or screenshot of the status*:

To qualify for funding through this Federal subaward, the applicant must have a Federal tax ID number (FEIN).

Does the applicant have a Federal tax ID number (FEIN)?*

Please provide the Federal tax ID number (FEIN)*:

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Eligibility Form: Editing Mode



Eligibility Questions

Save Form

****Note:** If the applicant answers "No" to any of the questions in this section, please reach out to discuss with the UCF Program staff (see contact information listed in the Call for Proposals).

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).

What type of entity is the primary applicant?*

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](#).

Will all proposed program/project activities take place on eligible lands?*

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).

Does the applicant have an active registration in the System for Award Management (SAM.gov)?*

Please provide the 12-character SAM.gov Unique Entity Identifier (UEI)*:

Please provide a PDF or screenshot of the status*:

To qualify for funding through this Federal subaward, the applicant must have a Federal tax ID number (FEIN).

Does the applicant have a Federal tax ID number (FEIN)?*

Please provide the Federal tax ID number (FEIN)*:

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Eligibility Form: Editing Mode Cont'd



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 (CJEST), 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.

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

Which tools/resources were used to determine geographic eligibility?* Select all that apply.

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:

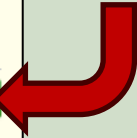
Justification:

3000 character(s) left

Attach a map (PDF or screenshot) of the program/project area that supports your selection(s) of tools/resources chosen in question above. Please use the [mapping tools](#) if CJEST, 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.

Map of the Program/Project Area *

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	



Eligibility Form



Eligibility Questions

✓ Mark as Complete

Edit Form

****Note:** If the applicant answers "No" to any of the questions in this section, please reach out to discuss with the UCF Program staff (see contact information listed in the Call for Proposals).

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).

What type of entity is the primary applicant?*

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.

Will all proposed program/project activities take place on eligible lands?*

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).

Does the applicant have an active registration in the System for Award Management (SAM.gov)?*

Please provide the 12-character SAM.gov Unique Entity Identifier (UEI)*:

Please provide a PDF or screenshot of the status*:

To qualify for funding through this Federal subaward, the applicant must have a Federal tax ID number (FEIN).

Does the applicant have a Federal tax ID number (FEIN)?*

Please provide the Federal tax ID number (FEIN)*:

Component	Complete?
General Information	✓
Eligibility Form	
Program/Project Team Experience	
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Project Team Experience Form



Program/Project Team Experience - Current Version

This section includes questions about relevant program/project team experience. To edit this form, click the green "Edit Form" button the upper right-hand corner of the section. When you are in editing mode, you can click on the green "Save Form" button to save all responses. Click the orange "Mark as Complete" button when you have completed the section.

Program/Project Team Experience Save Form

Describe your program/project team by providing the following information (note: the program/project team may include the program/project lead, financial lead, contractors/consultants, and any partner organizations).

Experience developing and/or implementing similar programs or projects*:

3000 character(s) left

Experience with interorganizational collaboration, community organization and/or relationship-building*:

3000 character(s) left

Please provide details about the size of award, scope of work, and monitoring/reporting requirements. In addition, please note any significant organizational changes to personnel or systems that impact grant management.

Experience with grant management (federal, state, and/or private)*:

3000 character(s) left

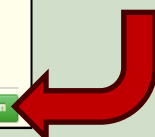
Please provide details about the type of audit and any pertinent findings from the audit report.

Experience with audits related to federal financial assistance (e.g., single audit)*:

3000 character(s) left

Save Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	



Project Team Experience Form



Program/Project Team Experience - Current Version

This section includes questions about relevant program/project team experience. To edit this form, click the green "Edit Form" button the upper right-hand corner of the section. When you are in editing mode, you can click on the green "Save Form" button to save all responses. Click the orange "Mark as Complete" button when you have completed the section.

Program/Project Team Experience Save Form

Describe your program/project team by providing the following information (note: the program/project team may include the program/project lead, financial lead, contractors/consultants, and any partner organizations).

Experience developing and/or implementing similar programs or projects*: 3000 character(s) left

Experience with interorganizational collaboration, community organization and/or relationship-building*: 3000 character(s) left

Please provide details about the size of award, scope of work, and monitoring/reporting requirements. In addition, please note any significant organizational changes to personnel or systems that impact grant management.

Experience with grant management (federal, state, and/or private)*: 3000 character(s) left

Please provide details about the type of audit and any pertinent findings from the audit report.

Experience with audits related to federal financial assistance (e.g., single audit)*: 3000 character(s) left

Save Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Partner Organizations Form



Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations

Are there any partner organizations involved in the project?*

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM

Partner Organizations List (if applicable) - Multi-List

List each Partner Organization and Letter of Support highlighting each partner organization's roles/responsibilities in the program/project (attached as separate documents).

Organization Name	Letter of Support
XYZ	x_____xkHvvZiB6m7Tq8-MIQXEhKA..x_____x_agx_d2b1ed18-3b7b-11ef-8a79-120185156f4d.pdf

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM

← Previous

Next →

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Partner Organizations Form



Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations Mark as Complete Edit Form

Are there any partner organizations involved in the project?*

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations Save Form

Are there any partner organizations involved in the project?*

Save Form

Partner Organizations Form



Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations ✓ Mark as Complete ✎ Edit Form

Are there any partner organizations involved in the project?*

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM ✎ Edit Form

Partner Organizations List (if applicable) - Multi-List ✓ Mark as Complete + Add Entry

List each Partner Organization and Letter of Support highlighting each partner organization's roles/responsibilities in the program/project (attached as separate documents).

Organization Name	Letter of Support
XYZ	x_____xkHvvZiB6m7Tq8-MIQXEhKA..x_____x_agz_d2b1ed18-3b7b-11ef-8a79-120185156f4d.pdf

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM + Add Entry

← Previous Next →

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

UCF Grant Portal: Partner Organizations



Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations Mark as Complete Edit Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	
Program/Project Narrative	
Key Milestones	
Budget	

Partner Organizations List (if applicable) Save Row

List each Partner Organization and Letter of Support highlighting each partner organization's roles/responsibilities in the program/project (attached as separate documents).

Organization Name*:

Letter of Support*: Change

Save Row

Partner Organizations Form



Partner Organizations - Current Version

This section provides an opportunity to list all partner organizations and upload their letters of support to highlight each partner organization's roles/responsibilities in the program/project. To add a partner organization and upload their letter of support, click the green "Add Entry" button in the upper or lower right-hand corner of the section.

Partner Organizations ✓ Mark as Complete ✎ Edit Form

Are there any partner organizations involved in the project?*

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM ✎ Edit Form

Partner Organizations List (if applicable) - Multi-List ✓ Mark as Complete + Add Entry

List each Partner Organization and Letter of Support highlighting each partner organization's roles/responsibilities in the program/project (attached as separate documents).

Organization Name	Letter of Support
XYZ	x_____xkHvvZiB6m7Tq8-MIQXEhKA..x_____x_agc_d2b1ed18-3b7b-11ef-8a79-120185156f4d.pdf

Last Edited By: Evan Tester - Jul 18, 2024 10:51 AM + Add Entry

← Previous Next →

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	
Key Milestones	
Budget	

Program/Project Narrative Form



App List General Eligib Progra Partne Progra Key Mi Budget

Program/Project Narrative - Current Version

This section includes questions about the program/project overview, goals, activities, timeline, risks, outcomes, and performance metrics. To edit this form, click any of the green "Edit Form" buttons. To save all responses, click any of the green "Save Form" buttons. When you have completed the section, click the orange "Mark as Complete" button.

Program/Project Description: ✓ Mark as Complete Edit Form

What is this program/project's title?*

Provide a description of the proposed program/project*:


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

Last Edited By: Evan Tester - Jul 18, 2024 10:57 AM Edit Form

Program/Project Goals ✓ Mark as Complete Edit Form

Please describe how this program/project will benefit community health/well-being, economic development, and connection to community or cultural practices?*

Please describe how this program/project will benefit natural ecosystems, environments, or wildlife?*

Last Edited By: Evan Tester -  Edit Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	
Key Milestones	
Budget	

Program/Project Description



Program/Project Narrative - Current Version

This section includes questions about the program/project overview, goals, activities, timeline, risks, outcomes, and performance metrics. To edit this form, click any of the green "Edit Form" buttons. To save all responses, click any of the green "Save Form" buttons. When you have completed the section, click the orange "Mark as Complete" button.

Program/Project Description: Save Form

What is this program/project's title?*:

Provide a description of the proposed program/project*:

5000 character(s) left

What are the specific challenges or issues this program/project seeks to address?*:

3000 character(s) left

Save Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	
Key Milestones	
Budget	

Program/Project Goals & Activities



Program/Project Goals

Please describe how this program/project will benefit community health/well-being, economic development, and connection to community or cultural practices*:

Please describe how this program/project will benefit natural ecosystems, environments, or wildlife*:

3000 character(s) left

3000 character(s) left

Save Form

Program/Project Alignment with ODF UCF Program Goals

Which of the following UCF Program goals will this program/project support*?:

None selected - Select all that apply.

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*:

5000 character(s) left

Save Form

Program/Project Activities

What address or addresses would you like associated with this project?

Address 1:

Address Line 1

Address Line 2

City State Zip Code

Address 2:

Address Line 1

Address Line 2

City State Zip Code

Provide a description of each site and the environment(s) or habitat(s) in which the proposed project will take place:

3000 character(s) left
(For example, is the site a community park, a public right-of-way, a school campus, a designated watershed, a coastal forest, etc.?)

What is the approximate size of the proposed project area(s)?

(Units can be in acres, square feet, square miles, or other measurements of area)

How is/are the site(s) currently being used by the community this project will serve, and how will the site(s) be used after the project is completed?:

3000 character(s) left

Note: If this project includes planting, make sure to describe how newly planted trees will be nurtured/maintained and monitored to increase their chances of establishment/survival.

Describe the work activities that will be undertaken and how they will be implemented*:

3000 character(s) left

Save Form

Program/Project Timeline, Risks, & Outcomes



Program/Project Timeline

Save Form

When do you anticipate the program/project work beginning?*:

When do you anticipate completing the work associated with the subaward funding?*:

Save Form

Program/Project Risks

Save Form

List and describe any barriers or challenges that may become obstacles to the completion of the proposed program/project*:

3000 character(s) left

Examples of dangers, harms, and risks include, but are not limited to

- 1) damage to infrastructure,
- 2) harm to people,
- 3) negative impacts to environment, wildlife, or cultural resources, or
- 4) risk to personal data or financial records.

Please describe how you intend to mitigate or prevent these risks.

What potential dangers, harms, or risks may develop as a consequence of the proposed program/project? *:

3000 character(s) left

Save Form

Program/Project Outcomes (i.e., performance metrics)

Save Form

How will the program/project outcomes directly benefit overburdened and underserved communities or populations?*

3000 character(s) left

An example of urban and community forestry support support after the life of the subaward is a project that establishes and maintains a small food forest of fruit and nut trees may increase access to fresh foods for low-income community members and their families for generations after the project is complete.

How will this program or project support if not advance urban and community forestry after the life of the subaward?*

3000 character(s) left

Please provide at least one outcome for each activity.

For example, if a goal of the project is to increase access to fresh fruits and nuts in a neighborhood with scarce food resources, you could say, "this project will plant and maintain a food forest of 25 fruit and nut trees."

How do the program/project activities support the program/project goals? *:

3000 character(s) left

Save Form

Program/Project Performance Metrics



Performance Metrics - Edit
Save Grid

Which of the following performance metrics apply to this program/project?
Provide an estimated quantity for each. (Enter zero (0) if the metric does not apply)

*If there are any additional program/project outcomes or performance metrics that will be tracked as a part of this program, please list and describe in the 'Additional Program/Project Outcomes or Performance Metrics' section below.

Performance Metric	Applies to This Program	Estimated Quantity
Number of management plans generated	<input type="checkbox"/>	<input type="text"/>
Number of trees planted	<input type="checkbox"/>	<input type="text"/>
Number of tree maintenance visits. <small>For example, each time a tree is watered, pruned, or monitored would count as one maintenance visit</small>	<input type="checkbox"/>	<input type="text"/>
Number of professional trainings and/or workshops offered	<input type="checkbox"/>	<input type="text"/>
Number of participants in educational, recreational, or community-building initiatives	<input type="checkbox"/>	<input type="text"/>
Number of degrees or certificates awarded	<input type="checkbox"/>	<input type="text"/>
Number of internships or apprenticeships completed	<input type="checkbox"/>	<input type="text"/>
Number of new jobs created	<input type="checkbox"/>	<input type="text"/>
<i>Total</i>		

Save Grid

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	
Budget	

Additional Program/Project Outcomes or Performance Metrics
Save Form

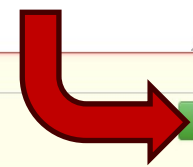
Are there any additional program/project outcomes or performance metrics that will be tracked as a part of this program/project?*

Yes

Please Describe:

3000 character(s) left

Save Form



Key Milestones Form



App List Genera Eligib Progra Partne Progra **Key Mi** Budget

Key Milestones - Current Version

Please describe key milestones of the program/project and include the anticipated dates when they will be completed. To add a milestone, click one of the green "Add Entry" buttons. When you have completed the section, click the orange "Mark as Complete" button.

Key Milestones - Multi-List [+ Add Entry](#)

Project milestones example: an updated urban forestry management plan focused on low-canopy neighborhoods will include:

- 1) completing an inventory of existing trees (by September 2025),
- 2) identifying specific tree planting sites (by December 2025), and
- 3) determining the target number of trees to be planted (by March 2026).

Milestone	Description	Anticipated Completion Date
No Data for Table		

[+ Add Entry](#)

[← Previous](#) [Next →](#)

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	
Budget	



Key Milestones Form



Key Milestones

Project milestones example: an updated urban forestry management plan focused on low-canopy neighborhoods will include:

- 1) completing an inventory of existing trees (by September 2025),
- 2) identifying specific tree planting sites (by December 2025), and
- 3) determining the target number of trees to be planted (by March 2026).

Milestone*:

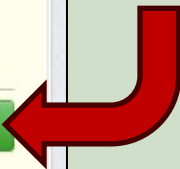
Description*:

3000 character(s) left

Anticipated Completion Date:

Save Row

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	



Budget Form: Instructions



Budget - Current Version

Here are the steps to complete the budget:

- 1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).
- 2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.
- 3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.
- 4) After you have completed all applicable budget categories and associated budget justifications, click the orange "Mark as Complete" button.

Indirect Costs [✓ Mark as Complete](#) [✎ Edit Form](#)

Use "de minimis" rate (10%) or an approved negotiated indirect cost rate agreement (NICRA). Include a copy of your NICRA as an attachment.

Indirect Rate (%)*: 0.00
Total: \$0.00

Last Edited By: Evan Tester - Jul 23, 2024 1:15 PM [✎ Edit Form](#)

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Form: Instructions



Budget - Current Version

Here are the steps to complete the budget:

- 1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).
- 2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.
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- 4)

Total: \$0.00

Last Edited By: Evan Tester - Jul 23, 2024 1:15 PM [Edit Form](#)

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).

Budget Form: Indirect Costs



Budget - Current Version

Here are the steps to complete the budget:

- 1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).
- 2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.
- 3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.
- 4) After you have completed all applicable budget categories and associated budget justifications, click the orange "Mark as Complete" button.

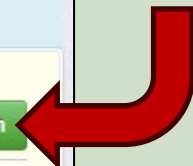
Indirect Costs ✓ Mark as Complete Edit Form

Use "de minimis" rate (10%) or an approved negotiated indirect cost rate agreement (NICRA). Include a copy of your NICRA as an attachment.

Indirect Rate (%)*: 0.00
Total: \$0.00

Last Edited By: Evan Tester - Jul 23, 2024 1:15 PM Edit Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	



Budget Form: Indirect Costs



Budget - Current Version

Here are the steps to complete the budget:

- 1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).
- 2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.
- 3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.
- 4) After you have completed all applicable budget categories and associated budget justifications, click the orange "Mark as Complete" button.

Indirect Costs

Save Form

Use "de minimis" rate (10%) or an approved negotiated indirect cost rate agreement (NICRA). Include a copy of your NICRA as an attachment.

Indirect Rate (%)*:

Total: \$24,000.00

Save Form

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Form: Budget Categories & Line Items



Budget - Current Version

Here are the steps to complete the budget:

- 1) Click the "Edit Form" button in the "Indirect Costs" section and enter the indirect cost rate (%), if applicable. Indirect costs will be automatically calculated based on the Modified Total Direct Costs (MTCD).
- 2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.
- 3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.
- 4) After...

Last Edited By: Evan Tester - Jul 23, 2024 1:15 PM [Edit Form](#)

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

2) If applicable, add budget line items for each budget category by clicking the "Add Entry" button in the associated budget category. Provide a brief description for each line item, and enter the unit type, unit cost, and number of units. Note: the "unit cost" and "number of units" fields are used to calculate the total costs for each line item.

Budget Categories



- Personnel
- Fringe Benefits
- Travel
- Supplies
- Contractual
- Other Costs (equipment rental)
- Other Costs (non-equipment rental)

Personnel - Multi-List Mark as Complete Add Entry

List each position separately.

Position	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Fringe Benefits - Multi-List Mark as Complete Add Entry

List each position's fringe benefits separately.

Name	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Travel - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Supplies - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Contractual - Multi-List Mark as Complete Add Entry

List each contract separately.

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Other Costs (Equipment Rental Only) - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Other Costs (Do Not Include Equipment Rental) - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewan Teaker - Jul 18, 2024 11:02 AM Add Entry

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Categories



MTDC:

- Personnel
- Fringe Benefits
- Travel
- Supplies
- Contractual
- Other Costs (equipment rental)
- Other Costs (non-equipment rental)

Personnel - Multi-List

List each position separately.

Position	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewen Teeter - Jul 18, 2024 11:02 AM

Fringe Benefits - Multi-List

List each position's fringe benefits separately.

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewen Teeter - Jul 18, 2024 11:02 AM

Travel - Multi-List

Item	Description
No Data for Table	

Supplies - Multi-List

Item	Description
No Data for Table	

Contractual - Multi-List

List each contract separately.

Item	Description
No Data for Table	

Other Costs (Equipment Rental Only) - Multi-List

Item	Description
No Data for Table	

Other Costs (Do Not Include Equipment Rental) - Multi-List

Item	Description	Unit Type (e.g. monthly, daily, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Ewen Teeter - Jul 18, 2024 11:02 AM

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Indirect Costs

Use "de minimis" rate (10%) or an approved negotiated indirect cost rate

Indirect Rate (%)*:

Total: \$24,000.00

Budget Line-Item Example



Personnel - Multi-List ✓ Mark as Complete + Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 18, 2024 11:02 AM + Add Entry

Fringe Benefits - Multi-List ✓ Mark as Complete + Add Entry

List each position's fringe benefits separately.

Name	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 18, 2024 11:02 AM + Add Entry

Travel - Multi-List ✓ Mark as Complete + Add Entry

Item	Description	Unit Type	Unit Cost	Number	Total
No Data for Table					

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Personnel - Multi-List ✓ Mark as Complete + Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 24, 2024 9:12 AM + Add Entry

Budget Line-Item Example



Personnel - Multi-List Mark as Complete Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
----------	-------------	--	-----------	--------------------	-------

Personnel Save Row

List each position separately.

Position*:

Description*:
403 character(s) left

**Unit Type
(e.g. months,
days, trips)*:**

Unit Cost*:

**Number
of Units*:**

Total:

Save Row

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	



Budget Line-Item Example



Personnel - Multi-List ✓ Mark as Complete + Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 18, 2024 11:02 AM + Add Entry

Personnel - Multi-List ✓ Mark as Complete + Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
Urban Forester	one urban forester will be hired to develop urban forest plan and complete urban forest inventory	years	\$60,000.00	3.00	\$180,000.00
					\$180,000.00

Last Edited By: Evan Tester - Jul 18, 2024 11:07 AM + Add Entry

No Data for Table

Last Edited By: Evan Tester - Jul 18, 2024 11:02 AM + Add Entry

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Line-Item Example



Personnel - Multi-List Mark as Complete Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, trips)	Unit Cost	Number of Units	Total
No Data for Table					

Personnel Delete Row Save Row

List each position separately.

Position*:

Description*:
403 character(s) left

**Unit Type
(e.g. months,
days, trips)*:**

Unit Cost*:

**Number
of Units*:**

Total: \$180,000.00

Save Row

No Data for Table

Last Edited By: Evan Tester - Jul 16, 2024 11:02 AM Add Entry

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Justification



Budget - Current Version

Here are the steps to complete the budget:

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- 3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.
- 4) After you have completed all applicable budget categories and associated budget justifications, click the orange "Mark as Complete" button.

Indirect Costs

Use "de minimis" rate (10%) of

Indirect Rate (%)*:

Total:

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

3) Before submitting the budget, complete a "Budget Justification" for each applicable budget category. Click the "Add Entry" button and select the budget category. For each line item in the budget category, provide a clear and concise justification description, and basis of the cost estimate (i.e., how the budget number was determined to be fair and reasonable. Note: You will need to upload your organization's Negotiated Indirect Cost Rate Agreement (NICRA) in the Indirect Cost budget justification, if applicable.

Budget Justification



Personnel - Multi-List Mark as Complete Add Entry

List each position separately.

Position	Description	Unit Type (e.g. monthly, days, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 19, 2024 11:02 AM Add Entry

Fringe Benefits - Multi-List Mark as Complete Add Entry

List each position's fringe benefits separately.

Name	Description	Unit Type (e.g. monthly, days, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 19, 2024 11:02 AM Add Entry

Travel - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, days, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Justification - Multi-List Mark as Complete Add Entry

Budget Category	Description	NICRA (if applicable)
No Data for Table		

Last Edited By: Evan Tester - Jul 23, 2024 Add Entry

Other Costs (Equipment Rental Only) - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, days, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 19, 2024 11:02 AM Add Entry

Other Costs (Do Not Include Equipment Rental) - Multi-List Mark as Complete Add Entry

Item	Description	Unit Type (e.g. monthly, days, trip)	Unit Cost	Number of Units	Total
No Data for Table					

Last Edited By: Evan Tester - Jul 19, 2024 11:02 AM Add Entry

Budget Justification - Multi-List Mark as Complete Add Entry

Budget Category	Description	NICRA (if applicable)
No Data for Table		

Last Edited By: Evan Tester - Jul 23, 2024 1:10 PM Add Entry



Budget Justification Example



Personnel - Multi-List

List each position separately.

Position	Description	Unit Type (e.g. months, days, travel)	Unit Cost	Number of Units	Total
----------	-------------	---	-----------	--------------------	-------

Budget Justification

Save Row

Budget Category*:

Description*:

3000 character(s) left

Save Row

Budget Justification - Multi-List

Budget Category	Description	NECDA (if applicable)
No Data for Table		

Last Edited By: Ewen Foster - Jul 23, 2024 1:10 PM

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Justification Example



Personnel - Multi-List Mark as Complete Add Entry

List each position separately.

Position	Description	Unit Type (e.g. months, days, travel)	Unit Cost	Number of Units	Total
----------	-------------	---	-----------	--------------------	-------

Budget Justification

Save Row

Budget Category*: Indirect Costs

Description*:

3000 character(s) left

NICRA (if applicable): Select file

Save Row

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary

 Mark as Complete

Personnel:	\$180,000.00
Fringe Benefits:	\$60,000.00
Travel:	\$0.00
Supplies:	\$0.00
Contractual:	\$0.00
Other Costs - Equipment Rental:	\$3,333.00
Other Costs - No Rental Equipment:	\$0.00
Total Direct Costs:	\$243,333.00
Modified Total Direct Costs (MTCD):	\$240,000.00
Indirect Costs:	\$24,000.00
Total Project Costs:	\$267,333.00

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary

✓ Mark as Complete

Personnel:	\$180,000.00
Fringe Benefits:	\$60,000.00
Travel:	\$0.00
Supplies:	\$0.00
Contractual:	\$0.00
Other Costs - Equipment Rental:	\$3,333.00
Other Costs - No Rental Equipment:	\$0.00
Total Direct Costs:	\$243,333.00

Modified Total Direct Costs (MTCD): \$240,000.00

Indirect Costs: \$24,000.00

Total Project Costs: \$267,333.00

Total Direct Costs = Sum of all budget categories

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary

✓ Mark as Complete

Personnel:	\$180,000.00
Fringe Benefits:	\$60,000.00
Travel:	\$0.00
Supplies:	\$0.00
Contractual:	\$0.00
Other Costs -	\$3,333.00
Equipment Rental:	
Other Costs - No	\$0.00
Rental Equipment:	

Total Direct Costs: \$243,333.00

Modified Total Direct Costs (MTCD): \$240,000.00

Indirect Costs: \$24,000.00

Total Project Costs: \$267,333.00

Modified Total Direct Costs =
Sum of all budget categories,
except equipment rentals

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary

✓ Mark as Complete

Personnel: \$180,000.00
Fringe Benefits: \$60,000.00
Travel: \$0.00
Supplies: \$0.00
Contractual: \$0.00
Other Costs - \$3,333.00
Equipment Rental:
Other Costs - No \$0.00

Indirect Rate (%)*: 10.00

Modified Total Direct Costs (MTCD): \$240,000.00
Indirect Costs: \$24,000.00

Total Project Costs: \$267,333.00

**Indirect Costs = Indirect Rate
* Modified Total Direct Costs**

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary

✓ Mark as Complete

Personnel: \$180,000.00
Fringe Benefits: \$60,000.00
Travel: \$0.00
Supplies: \$0.00
Contractual: \$0.00
Other Costs - Equipment Rental: \$3,333.00
Other Costs - No Rental Equipment: \$0.00

Total Direct Costs: \$243,333.00
Modified Total Direct Costs (MTCD): \$240,000.00
Indirect Costs: \$24,000.00
Total Project Costs: \$267,333.00

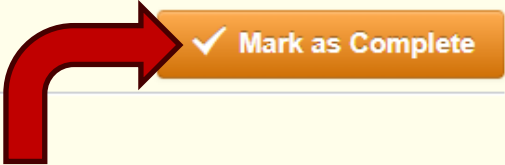
Total Project Costs = Indirect Costs + Total Direct Costs

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	

Budget Summary



Budget Summary



✓ Mark as Complete

Personnel:	\$180,000.00
Fringe Benefits:	\$60,000.00
Travel:	\$0.00
Supplies:	\$0.00
Contractual:	\$0.00
Other Costs -	\$3,333.00
Equipment Rental:	
Other Costs - No	\$0.00
Rental Equipment:	
Total Direct Costs:	\$243,333.00
Modified Total Direct	\$240,000.00
Costs (MTCD):	
Indirect Costs:	\$24,000.00
Total Project Costs:	\$267,333.00

Component	Complete?
General Information	✓
Eligibility Form	✓
Program/Project Team Experience	✓
Partner Organizations	✓
Program/Project Narrative	✓
Key Milestones	✓
Budget	✓

UCF Project Mapping Tool Tutorial



Program Updates



- ❑ **Updated call for proposals**
 - ❑ New descriptions of funding ranges
- ❑ **Pre-application eligibility form** (*for programs/projects that do not qualify based on CEJST, EPA IRA, or Title 1-A school campus*)
- ❑ **Follow-up meetings**
 - ❑ for those who have met with us already and would like to schedule a follow up, we hope to have you be able to work with the same person(s). Email the UCF.Program@odf.oregon.gov.
- ❑ **Updated FAQ** (*forthcoming*)

Subaward Program Resources



UCF subaward program webpage: <https://tinyurl.com/ODF-UCF-grants>

- ❖ [UCF Grant Application Portal](#)
- ❖ Application Portal [Registration Instructions](#) & [Application Instructions](#)
- ❖ [Bookings page \(to schedule a meeting with UCF Program staff\)](#)
- ❖ [Call for Proposals – All Entities](#)
- ❖ [Subaward Assistance Questionnaire](#)
- ❖ [UCF Project Mapping Tool](#)
- ❖ [Frequently Asked Questions](#)
- ❖ [Subaward Glossary of Terms](#)



[Bookings page \(to schedule a meeting with UCF Program staff\)](#)