

January, 2020



PGE Tucannon River Wind Farm Habitat Project Fund

Request for Proposal

The Portland General Electric Tucannon River Wind Farm Habitat Project Fund (Fund) was established in 2015 through a Memorandum of Agreement between Columbia County, Washington, the Washington Department of Fish and Wildlife (WDFW), the Blue Mountain Community Foundation (BMCF) and Portland General Electric (PGE).

The Fund is a grant program that supports individual and multi-partner habitat conservation, restoration, monitoring, management, and enhancement projects for the benefit of wildlife, natural habitats, and the residents of Columbia County, Washington. Projects must benefit both the public at large and wildlife.

Project can be on public or private land and must be located within Columbia County. Projects will support local, regional, and/or state-wide objectives for native habitat conservation and management to support local wildlife species.

SCHEDULE

January 28, 2020 – Online Application is Available – www.bluemountainfoundation.org

GRANT PROGRAM GUIDELINES

APPLICANTS

Eligible applicants for habitat fund grants may be public or private natural resource organizations, either nonprofit organizations that are tax exempt under Section 501(c)(3) of the Internal Revenue Code or a government unit or public agency. Natural resource organizations' principal missions are conservation, wildlife preservation and/or preservation, habitat improvement.

Projects are charitable in that they meet the criteria of Section 501(c)(3) of the Internal Revenue Code.

TYPES OF GRANTS

Habitat fund grants must support projects located in Columbia County. The types of projects that are eligible for grants will benefit wildlife, native habitat, and the residents of Columbia County. Projects should support stewardship of important wildlife areas including riparian, wetland, upland, grassland, shrub/steppe, and forest habitats.

CALL FOR PROPOSALS

The grant budget is estimated to be \$10,000 to \$15,000 although particularly impactful projects will be considered for larger sums. Requests for multi-year grants of up to 3 years will also be considered.

OTHER SUPPORT FOR THE PROPOSED PROJECT

Projects that have other committed funds and contributions from other sources including public or private sources, or in-kind services, may have an increased chance of receiving a grant award from the Fund. Documentation of other support is required. Volunteers' time may also be considered "Other Support" if for the implementation of the project itself.

NON-DISCRIMINATION

There are no restrictions on the granting of or use of grants with respect to race, color, creed, national origin, sex, sexual orientation, or religion.

GRANT EXCLUSIONS

The Fund does not consider requests for capital facility projects or for capital equipment items. Grant funds cannot be used to assist in the construction of buildings of any kind nor can they be used to purchase trucks, ATVs, snowmobiles, trailers, computers, etc. Grant funds may not be used for political or business lobbying organizations or campaigns, nor may they be used for fund-raising campaigns, dinners, banquets, etc. Please note that grant funds may only be used for the direct cost of a habitat project, indirect project overhead expenses are not eligible for reimbursement.

GRANT APPLICATION PROCESS

GRANT APPLICATION

The application is available only online at www.bluemountainfoundation.org from the Grants & Scholarships tab under Available Grant Opportunities. At a minimum, grant applications shall include the following required elements:

1. Proponent – Project’s name or agency, address, email, and telephone number
2. Type of Project – Description of proposed project
3. Date – Projected start date, time frame to complete project, and a milestone schedule
4. Funds – Amount of Funds requested. Provide a proposed use and breakdown of funds being requested for the project (labor, materials, contracting, permits, other fees and expenses) and how they will be spent
5. Other Support – A complete list of any other support received or committed for the project including their source and terms of these grants, contracts or gifts.
6. Total Project Cost – Funds being requested plus all other support equals total project cost
7. Purpose of the Project – Detail specific objectives and plan to meet those objectives
8. Project Benefits – How will the project benefit the wildlife, habitat, and residents of Columbia County
9. Description of Project Area – Provide a concise yet thorough description of the proposed project. Provide specific location (include map), current habitat conditions, and any site advantages or limitations
10. Deliverables – Schedule detailing any report requirements and timeframes
11. Additional Comments – Conclude with any information not included above which will assist in evaluating the proposed project.
12. Letter of Tax Exemption from the IRS or substantiation of governmental agency or unit

ADVICE TO APPLICANTS

Proposal reviewers will consider these and other factors when evaluating proposals:

1. What are the direct benefits to wildlife, habitat, and residents of Columbia County? Can they be quantified? Are the benefits short-term or long-term?
2. Is the project compatible with the county, state and federal land use and management plans for habitat and wildlife?
3. Does the project have government, public or private support or interest?
4. Who is directly responsible for the project?

5. Given the project scope, requested funding, expertise of the project sponsor and other relevant factors, what is the likeliness of project success?
6. If this is a research project, how will the results be applied? Will results lead to practical application on a multi-state or regional basis, or only to a specific population or location? Will the results be published?
7. If this is a restoration project, how will long-term management and monitoring be addressed ensuring a successful project? Will a final report be issued?
8. Is the project urgent? Does the project have a reasonable time frame for implementation and completion?
9. Does the project duplicate previous work? Was the previous project successful? Is it collaborative with similar projects or complementary to associated projects? Are matching contributions available from other individuals or organizations which will improve the reach and benefit of the project?
10. Is there an expectation for ongoing financial support? What funding mechanism is anticipated in the project plan?
11. How likely is successful implementation?
12. Is the timeframe proposed for the project reasonable, and is implementation likely to be effective?

NOTICE TO APPLICANTS

An on-site visit or an in-person presentation to the Committee may be scheduled. Please be aware that the approval process begins with the Committee and ends with the Board of Trustees of the Blue Mountain Community Foundation. Successful applicant(s) are asked to sign a commitment to complete the work with the funds provided as outlined in their proposals unless changed or amended by mutual agreement. All applicants will receive written notice of the decision regarding their application. Letters announcing grant awards will include the amount, purpose and grant term. Successful applicant(s) are required to submit a brief final report of the project and expenditure of grant funds at the end of the grant term (see below).

GRANT REPORTING REQUIREMENTS

After a grant has been awarded, the Fund may request interim progress reports during the period that grant funds are being utilized. In addition, a final report is required for all funded projects following their completion. The report should include:

1. Evidence of how the project met the original project scope and objectives; include baseline documentation; photos, written documentation, testimonials, etc.
2. Description of how grant funds were used

3. Any recommendations about the grant process and ideas for improvement on future projects

NOTICE OF CHANGES

It is a condition of each grant that the Blue Mountain Community Foundation be immediately notified in writing by the grant recipient if circumstances change regarding the grant, scope of project, purpose or leadership of the project or organization.

ADDITIONAL INFORMATION

After any report has been received and reviewed, the Committee reserves the right to request additional information of specific interest or concern. In some cases, an on-site visit may be requested during the grant term.

For More Information

Contact Liz McClure at the Blue Mountain Community Foundation at 509-529-4371 or email liz@bluemountainfoundation.org.

DEADLINE: February 28, 2020 by 5:00 pm