



## Colorado State Forest Service Financial Assistance Program

### Project Award Notification

<b>Project Name</b>	Hazard Mitigation and Planning Specialist
<b>Project Number</b>	10
<b>CSFS Account Number</b>	1929113
<b>CSFS Account Title</b>	HB22-1011 Wildfire Mitigation Incentives for Local Govt.
<b>Estimated Total Project Cost</b>	\$80,876.30
<b>Award Amount</b>	\$60,657.20
<b>Minimum Recipient Match Required</b>	\$20,219.10
<b>Award Beginning Date</b>	May 31, 2023
<b>Award End Date</b>	July 1, 2027
<b>Federal Funds</b>	No
<b>State Funds</b>	Yes
<b>Other Funds</b>	No

Based on the strength of the application submitted, **Hazard Mitigation and Planning Specialist**, the Colorado State Forest Service (CSFS) is providing funding in the amount up to but not exceeding **\$60,657.20** to accomplish the project described in the attached Scope of Work (Attachment A).

As the recipient, **Huerfano County**, will be reimbursed for allowable costs incurred in implementing the project up to the amount listed above once the following requirements are met:

- Complete work as described in *Attachment A (Scope of Work)* including following Best Management Practices for Forest Management Practices.
- Cost/Match Documentation:
  - Expenses incurred prior to the Award Beginning Date will not be reimbursed or used as match.
  - Provide documentation that project funds have been matched at a minimum of **\$20,219.10**
  - Documentation supporting costs and match must be submitted to CSFS via [csfs\\_grants@colostate.edu](mailto:csfs_grants@colostate.edu) for reimbursement. Original signatures are required on reimbursement requests. Documentation for all expenses (actual costs and values of items that are not out-of-pocket expenses) and match is required. Follow the guidelines in the enclosed "Guidance for Allowable/Unallowable Costs for Reimbursement and Match".
  - Only recipient costs that support accomplishing the Scope of Work as indicated on Attachment A of the Project Award Notification are eligible for reimbursement.
  - In-kind activities are unallowable as match for this grant program.
  - Project work that involves on the ground fuels mitigation will be inspected by the CSFS Field Office to certify the work meets the Scope of Work as described in Attachment A. Once all documentation is complete the CSFS Supervisory Forester will sign and date to certify the work meets the Scope of Work. The Program Specialist will certify all work related to capacity building projects.
- Closeout Reporting Info for Grant: **A final report will be required** which includes a narrative of accomplishments that includes the following, where applicable:
  1. Projects that included on the ground treatments

- o Number of acres treated
- o Cost/acre to treat
- o Use of any forest products generated
- 2. Projects that included public outreach and education efforts
  - o Number of individuals/homeowners/communities, etc. reached
  - o Description of efforts conducted
- 3. Number of jobs created
- 4. Digital photos of work being conducted, outreach/education efforts in action, before/after, etc.
- 5. Shapefile of project boundaries
- 6. Project start and end dates
- Record Retention/Data Sharing: At all times during and following this Award, including any extensions or renewals hereof, all records, information and data collected or developed during the performance of the Award, and any information provided to CSFS by award recipient or developed during the performance of the Award shall be retained by CSFS for academic and research purposes. Any publishing or information made available to the public will not include personal information of the award recipient. Upon request, award recipient may request the removal of award recipient's information or property information on any publishing or information available to the public, and, if feasible, CSFS shall remove such requested information.
- **Huerfano County** certifies that neither the award recipient nor any principals represented herein are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- Grant funds may not be used to purchase capital equipment, unless the equipment was approved and described in *Attachment A Scope of Work*. Tangible supplies under \$5,000 that contribute to the Scope of Work are allowable as identified in the grant application.

The grant recipient is responsible for completing the CSFS Reimbursement Paperwork Package and submitting proper documentation to CSFS via [csfs\\_grants@colostate.edu](mailto:csfs_grants@colostate.edu).

This funding may be extended at the discretion of CSFS Program Specialist. Requests for extensions must be made in writing **at least 90 days** before the award end date. Requests must be sent to the Program Specialist via [CSFS\\_ILG\\_Grant@colostate.edu](mailto:CSFS_ILG_Grant@colostate.edu) and include: why an extension is needed, new timeline for completion, and changes to the Scope of Work (deliverables) if applicable. Approvals will be given in writing to the award recipient.

As the award recipient I have read, understand, and agree to the conditions of participating in this financial assistance program.

**Award Recipient Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Award Recipient Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_