



Department of Environmental Conservation



GUIDELINES AND BID INSTRUCTIONS

New York State Department of Environmental Conservation

Regenerate NY Forestry Cost Share Program Round 5 **Amendment 1- 1/28/2026**

Supported by the USDA Forest Service Forest Landowner Support Initiative, Landowner Cost Share Payment Program and the Environmental Protection Fund for Climate Change Mitigation and Adaptation

NYS SFS Grants Management Bid Event ID Nos.:

- RNY2025SP – Small Projects
- RNY2025LP – Large Projects

Apply through the [SFS Vendor Portal](#)

<https://esupplier.sfs.ny.gov/psp/fscm/SUPPLIER/?cmd=login&languageCd=ENG>

Timetable of Key Events:

Phase 1 Bidding Period Begins	Friday, January 16 th , 2026
Information Webinar	Tuesday, February 3 rd , 2026
Phase 2 Grant Funds Unrestricted	Wednesday, March 11 th , 2026
Question & Answer Period Ends	Thursday, August 27 th , 2026
Bid Deadline	Monday, August 31 st , 2026 3 PM ET

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Amendment 1 provides additional information on submitting the financial workbook as an attachment to question #14 in SFS.

Budget Workbook Fix: Applicants may have issues uploading their excel budget workbook. The original copy of the excel workbook caused an error which when uploading to the SFS Management Sytem. Applicants can do one of two options to solve this issue:

- Applicants may download a new version of the budget worksheet from the dowload link on DEC's Regenerate NY webpage:
<https://dec.ny.gov/nature/forests-trees/private-forest-management/regenerate-new-york-grant-program>
 This version is an Excel Workbook with a .xlsx file type.
- Applicants may also change their original budget workbook from a macro-enabled excel workbook (.xlsm) to a standard excel (.xls). Excel will give a prompt asking if you are okay saving without macros; click yes.

Please note, the original copy of the excel workbook will remain on the SFS application page. If you download this version, please follow the second step listed above. If you have any issues, please reach out to the RegenNY@dec.ny.gov email.

1. Regenerate NY Supporting Landowners to Regenerate & Restore Forests

Are your woodlands challenged by invasive species? Has your forest been impacted by significant forest health insects or diseases? Are you looking to expand your forest in open areas of your property to manage for future forest benefits, including wood products, wildlife, or biodiversity? The Regenerate NY program is here for you!

The purpose of the Regenerate NY grant program is to provide financial assistance to private landowners and not-for-profits in establishing new and/or restoring existing forest woodlands. Approximately \$5,080,000 is available for Regenerate NY - Round 5. Funding for this grant opportunity is provided by the United States Department of Agriculture's Forest Service through the Inflation Reduction Act's Forest Landowner Support Initiative Landowner Cost Share Payment Program and the Environmental Protection Fund for Climate Change Mitigation and Adaptation.

The benefits of managing your forest are many. Our forests are our retreat and connection to nature. They provide us with a sustainable stream of income, which supports green jobs, can boost traditional agricultural systems through agroforestry practices. It's where we recreate, participate in the long tradition of hunting, or learn more about the environment around us. Forests give us clean air, clean water, support biodiversity and wildlife, and mitigate climate change.

But forests in New York State face challenges. Overabundant deer populations and invasive species inhibit natural regeneration of young trees in our woodlands. More frequent droughts through the summer and shortened winters with less snow further stress forested ecosystems.

Now is the time to take action and start engaging with your land. Tree planting can assist you in bringing back trees more adapted to warmer summers, abandoned fields, To create a successful future forest, controlling invasive species and excluding deer will give your tree seedlings the fighting chance they need to succeed.

This grant supports new/underserved landowners and projects which restore tree regeneration and forest resiliency. Projects in which landowners are active or veteran military personnel, new forest owners, having owned their property for less than 10 years, and federally recognized Indian Nations or Tribes will be prioritized. DEC will also prioritize projects that require significant planting to afforest or reforest a portion of land, or those that are significantly degraded because of a forest health outbreak.

This grant program supports tree planting, restoration, and other forest establishment practices as noted below:

1. Tree Planting to establish forests on non-forest areas and re-establish areas of forest disturbed by forest pests, disease, storms and timber harvesting as well as supplement existing natural regeneration in forests to help increase resilience and/or species diversity.
2. Regeneration Silviculture/Early Successional Habitat to support the re-establishment of forests through natural regeneration and provide young forest/early successional wildlife habitat by opening the forest canopy to increase sunlight and decrease plant competition.
3. Forest Health Resiliency Thinning is intended to reduce tree competition and promote residual tree resiliency, diversify the stand structure and age diversity, and recruit large trees and downed woody material.
4. Competing Vegetation Control to eliminate or reduce invasive vegetation competing with natural regeneration of forests.
5. Deer Exlosures to protect tree seedlings from deer using tree tubes, deer fences or a slash wall barrier.

Projects must treat 5 acres or more and use at least one of the practices listed above. All projects must be guided by a private forester or natural resource professional. If the proper light conditions to support planted trees or natural regeneration for the project do not yet exist, silvicultural operations may be necessary to create the necessary conditions.

More information for Bidders, including further details can be found in this Request for Applications (RFA).

New this year

- The maximum project award is increased to \$1,000,000
 - There are two opportunities available through this grant; Small Budget Projects (under \$50,000) and Large Budget Projects (\$50,000 - \$1,000,000)A maximum of \$1,000,000 is available for Small Budget Projects.
 - Applicants will apply for the specific opportunity in SFS based on their proposed project request.
- Project applications must include an annual work schedule associated with the practice workplan and a **detailed budget workbook**.
 - Applicants will need to complete a budget estimate prior to applying to select the correct opportunity. Budget templates can be downloaded either from the application or from the RNY website.
- Project payments will now follow a Performance Based Payment structure. The department will make milestone payments to the landowner once deliverables outlined in the workplan have been completed. See Section 8: Grant Program Payment for more details.
- A new practice, Forest Health Resiliency Thinning, has been added to the opportunity. See Section 2 (c): Forest Health Resiliency Thinning for more details.

- NYSDEC will cap awarded amounts in the Forest Health Resiliency Thinning practice at approximately \$1,000,000 until March 10th, 2026, after which the cap will be removed.
- Up to \$1,000,000 will be set aside for large scale afforestation and reforestation projects in support of the 25 Million Trees Initiative.
- Agency priorities: while Regenerate NY is for all eligible forest landowners, NYSDEC will prioritize specific forest practices and landowners. NYSDEC will reserve \$1,000,000 for underserved landowners until March 10th, 2026, after which it will be available to all bidders:
 - 1) Forest Practices:
 - a. Projects that target areas impacted by forest pests and diseases, not limited to hemlock wooly adelgid, emerald ash borer, and southern pine beetle,
 - 2) Underserved Landowners:
 - a. Forest landowners who have owned their lands for 10 years or less, and/or;
 - b. Landowners who are active members, reserve members or veterans who were released from service under conditions other than dishonorable, from the military.
 - c. Indian Nations or Tribes

a) Round 5 Funding

- Approximately \$5,080,000 in total is available for the Regenerate NY grant (Round 5).
- Funding for this opportunity is provided by the USFS LSR Landowner Support Grant and the Environmental Protection Fund for Climate Change Mitigation and Adaptation.
- Bidders should request the amount of funding they can show is appropriate and reasonable for their project.
- There will be two separate opportunities available for this round:
 - RNY Small Projects: Bidders with a project under \$50,000
 - RNY Large Projects: Bidders with a project between \$50,000 and \$1,000,000
- Minimum grant amount per bid is \$10,000; The Maximum grant amount per bid is \$1,000,000.
- There is a \$1,000,000 cap to funds allocated towards the Forest Health Resiliency Practice. If the total funds of the RNY 5 have not been exhausted by March 10th, then the cap will be lifted and Resiliency Thinning practices can continue to receive funds as detailed in Section 7, Method of Award.

- Up to \$1,000,000 will be set aside for large scale afforestation and reforestation projects in support of the 25 Million Trees Initiative.
- There is no limit to the number of bids a single landowner or organization wishes to submit. Bidders may only submit one project per bid.

b) Eligible Bidders

For the purposes of this grant program, the following entities are considered eligible bidders:

- Non industrial private landowners; defined as any individual, partnership, or for-profit entity that owns less than 2,500 acres of land,
- Land Trusts and Not-For-Profit Organizations and Associations, regardless of land area owned
- Indian Nations or Tribes recognized by the state or the United States with a reservation wholly or partly within the boundaries of New York State, or any combination thereof, regardless of land area owned
- Companies or organizations acting on behalf of non-industrial private landowners (listed above). Examples include:
 - Quasi-government agencies (e.g., SWCD, IDA, Water Authority)
 - Private forestry business
 - Natural resource business focused on tree planting
 - Not-for-profit (NFP) corporations (qualified under Section 501(c)(3) of the federal Internal Revenue Code)

Projects for this application must be within a rural portion of New York, as defined by the US Census Tract data. Landowners can determine if their project meets this requirement by looking at the Landscape Scale Restoration Project Eligibility Tool here: <https://storymaps.arcgis.com/collections/7e0ca1a95e134de094c71cb3646372d3?item=1> (Note: rural = outside the areas in red on the map)

Bidders must possess the knowledge, skills, and /or track record to successfully implement the project. **DEC highly encourages landowners to partner with Not-For-Profit's to help apply for this opportunity and manage the project.**

For this grant opportunity, a NFP is subject to New York State's Not-For-Profit Corporation Law, is qualified for tax-exempt status under Section 501(c)(3) of the Federal Internal Revenue Code, has an IRS 501(c)(3) determination letter to be incorporated in New York State and is current in their charities reporting requirements with the Office of the Attorney General.

Trusts

Bids that are submitted by Trusts having more than an individual landowner need to upload a Letter of Agreement in response to SFS bid “Event Question” 6 that provides who is the signatory for this bid and contract that includes brief project description, Scope of Work and Budget and state that all parties are agreed and able to move forward with a contract. A sample letter is provided in Appendix 6.

Partnership Scenarios

If a proposed project involves a partnership, there are various scenarios that are acceptable and can enhance project success. Potential partnership scenarios anticipated under this RFA are described below.

Landowner

Some landowners have the expertise and capacity to fully deliver the project by themselves. In this case, the landowner will be the Bidder and will submit the bid for grant funding. They will assume the responsibility for performing work consistent with this RFA and the State of New York Master Contract for Grants. All payments will be issued directly to the landowner who will be responsible for 10% match, all SFS contract administration activity, contract execution, project management/implementation, progress reporting and documentation of expenses.

Landowner (Bidder) with Assistance

In some cases, the landowner may want to submit the Bid but needs outside assistance with some of the responsibilities outlined above. In this case, the landowner will be the Bidder and will submit the bid for grant funding. All payments will be issued directly to the landowner who will be responsible for financial aspects of the project. The landowner is responsible for the 10% match, either in cash or in-kind services.

A landowner Bidder can receive assistance with SFS contract administration, contract execution, project management/implementation, progress reporting and documentation of expenses. This should be fully described in the project work plan.

- a. Subcontract: The landowner can hire an outside expert forestry professional, conservation non-profit, quasi-government organization, and/or grant administrator via contractual services to be included in the project budget as an expense, limited to within a standard of 30% of project costs as discussed further in section 4, Eligible and Ineligible Expenditures.
- b. In-Kind Services: Alternatively, the landowner may obtain assistance at no cost which can be included in the budget as in-kind match.

The outside entity providing assistance can be assigned a supportive role in SFS to develop necessary documentation and assist with the bid and/or contract, provided that the Landowner is the signatory and retains all approval/submittal roles.

If the landowner receives such assistance at no cost, a letter of commitment substantiating the collaboration from the partner, and if applicable, commitment of in-kind match, is required. This letter is to be uploaded in a single PDF in response to SFS bid “Event Question” 6, Proof of Private Land Ownership and/or Partnership.

Administrative Sponsor (Bidder) with Landowner

In some cases, a Landowner can complete the project but may not want to enroll in SFS and submit the Bid. An administrative sponsor is an organization that applies in SFS on behalf of a Landowner. Landowners may request the aid of an administrative sponsor for various reasons, for example, if they lack the staff or administrative resources required to manage this grant

The administrative sponsor accepts responsibility to serve as a fiscal conduit for a DEC-funded project, receiving and disbursing funds related to the grant, and administering the requirements throughout the DEC grant process, including reporting of grant activity. The eligible Landowner completes the project, including responsibility for performance of the grant work plan, commitment of match, and long-term maintenance.

The administrative sponsor must upload a letter of agreement. The letter of agreement must be between the qualifying, eligible Landowner and the party that will serve as the administrative sponsor.

The agreement must:

- state the Bidder will serve as the administrative sponsor,
- state that the administrative sponsor will assume the responsibility for submitting the project bid,
- briefly describe the performance of work by all parties consistent with this RFA, commitment of match and long-term maintenance by the Landowner, and
- state that the administrative sponsor will assume responsibility for the execution of a State of New York Master Contract for Grants.

Any bid including an administrative sponsor that does not include a required sponsor agreement will be disqualified in the eligibility pass/fail review. Any change in the nature of the agreement will require prior DEC Program Manager approval.

The organization the administrative sponsor is applying on behalf of must meet all eligibility requirements. Administrative sponsors must upload documentation in the bid on behalf of the eligible entity.

Project Sponsor (Bidder) with Landowner

In some cases, a Landowner may not have any expertise regarding forestry or grant administration and, it may be preferable for the grant Contract to be entered into by another eligible entity that can serve as the long-term project manager and grant administrator – to fully conduct a project on behalf of the landowner. The following scenarios are options for project sponsors that want to submit a Bid on behalf of a landowner.

- **Private Forestry Business Bidder**
- **Non-Profit / Quasi-government Agency Bidder**

In these cases, the project sponsor will be the Bidder and will submit the bid for grant funding. They will retain the responsibility for performing work consistent with this RFA and the State of New York Master Contract for Grants. All payments will be issued directly to the project sponsor who will be responsible for financial aspects of the project. The project sponsor will be responsible for SFS contract administration activity, contract execution, progress reporting and documentation of expenses.

To provide for project management / implementation; a project sponsor may retain this responsibility, or subcontract it to a private forestry business.

A project sponsor is responsible for 10% match unless otherwise agreed with the landowner and must have agreement with the landowner regarding the source of match prior to application.

A project sponsor is also responsible for ensuring long term maintenance of the project unless otherwise agreed with the landowner and must have agreement with the landowner delineating long term maintenance responsibilities prior to application

A letter of agreement between the landowner and the project sponsor is required. This letter is to be uploaded in a single PDF in response to SFS bid “Event Question” 6, Proof of Private Land Ownership and/or Partnership. A sample letter is provided in Appendix 6.

c) Proposed Project Timeframes

All projects must have defined objectives, tasks, timelines, and deliverables accounted for in performance measures that can be completed and inspected prior to December 15th, 2029. Approximate contract term is dependent on how quickly funds are awarded. The earliest anticipated contract start date is May 1, 2026. Costs outside of the contract period/term are ineligible. Project activity must fall within the Contract Term. Project expenditures prior to the Master Contract for Grants (MCG) start date and after the MCG end date are not eligible for funding. See Section 4, Eligible and Ineligible Expenditures for further information.

There will be no Time Extensions beyond the contract term end date. Bidders should not apply if they do not anticipate their project can be completed within the specified contract terms. All practices for projects must be completed prior to July 1st, 2029.

Additional project maintenance and monitoring required after practice completion will be undertaken by the awardee at their expense. See Section 2, Eligible Practices, Subsection, Monitoring and Maintenance, for further information.

d) Match Requirements

Match is the portion of project expenditures not paid for with grant funds. Regenerate NY has a 10% match requirement for all projects funded in Round 5.

Grant funds are available for up to 90% of the requested budget. Bidders must match at least 10% of the grant funding amount. (Match must be from non-state/non-federal funding sources). Match is the portion of project expenditures not paid for with grant funds and not otherwise covered by funding. Match can be from local and/or in-kind contributions. For example, a \$50,000 grant would require \$5,000 in match for a total project cost of \$55,000; with \$50,000 funded by the grant. Local sources can include funding from other non-state and/or non-federal grant sources or from project partners. In-kind contributions are non-cash donations provided by non-state and/or non-federal third parties which can include equipment, supplies, services, and other expendable property. Matching share contributions must support the objectives outlined in the work plan. Sales tax and project planning can be used as match.

Bidders will be required to provide the sources of all matching funds using the Match Worksheet in the SFS Grants Management System.

e) Post-Award Follow-up

DEC Program Staff may work with bidders after the bid application is submitted to collect additional information detailed in this Bid Document, under the Grant Opportunity General Information and Conditions section 6 (m) Federal Requirements, to determine whether each submitted project complies with federal requirements. This additional information will neither delay nor be considered in the eligibility review, however, it will impact the Department's ability to proceed to Contract with each bid selected for award. All grantees notified of the need for additional information prior to Contract will be provided with a uniform set of instructions on the same date and the standard deadline for Contract execution will not be waived.

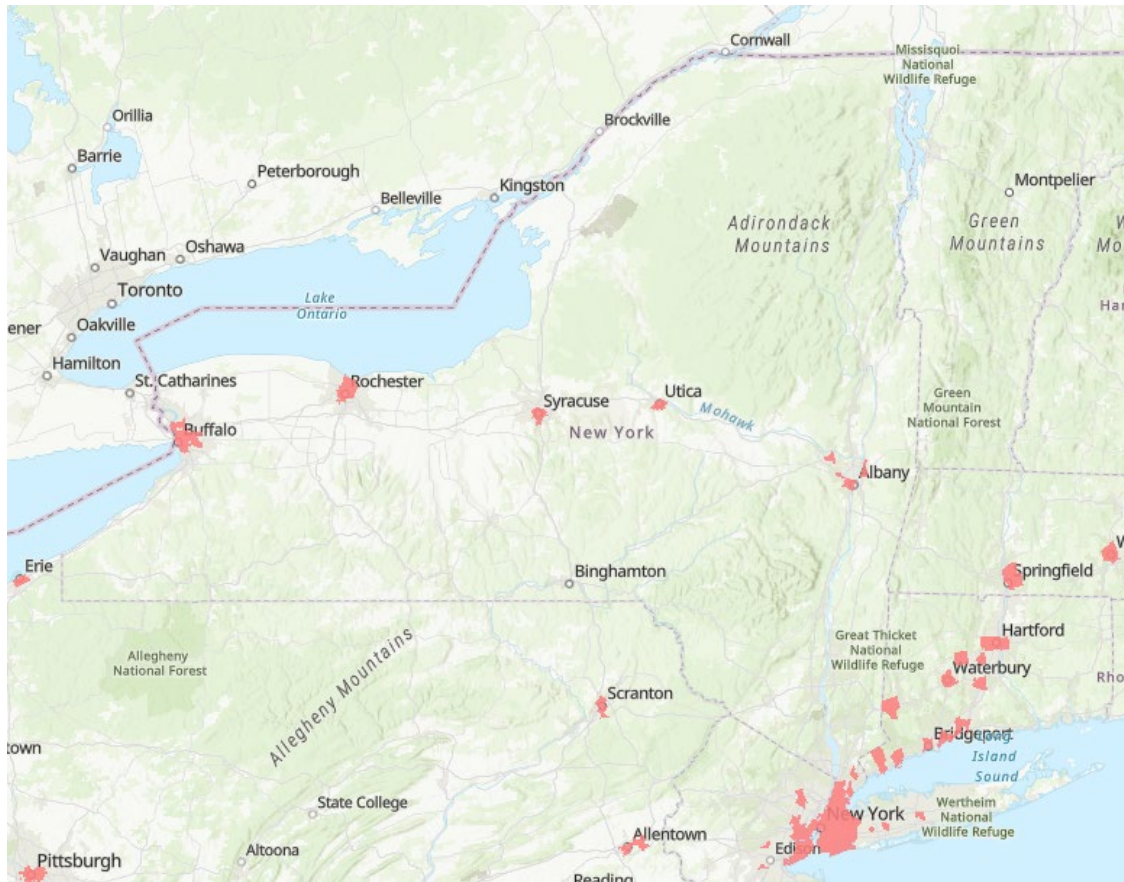
f) Eligible Project Locations

Eligible projects for grant funding must be located on one or more contiguous properties within the State of New York. A contiguous property is defined as a single tax parcel or multiple tax parcels that are connected by a single point and owned by the same owner. A bid must implement a project on 5 or more contiguous acres and include the necessary information required to meet all eligibility requirements. Bidders are required to upload a map of each project area in SFS Grants Management as part of SFS bid "Event Question" 10 - Project Location." Hand-drawn maps will not be accepted.

Ineligible Locations - Lands owned by the state, county, city or any other municipality or governmental entity are not eligible for this opportunity.

All projects eligible for Regenerate Round 5 must be located within a federally designated Rural area. Bidders may use this tool to identify whether their project is within a rural area – anywhere outside the areas in red.

<https://storymaps.arcgis.com/collections/7e0ca1a95e134de094c71cb3646372d3?item=1>



2. Eligible Practices

Regenerate NY projects must support tree regeneration, restoration, and other establishment support through:

- 1) Reforestation/Afforestation,
- 2) Regeneration Silviculture/Early Successional Habitat,
- 3) Forest Health Resilience Thinning
- 4) Competing Vegetation Control, and/or
- 5) Deer Exclusion practices

The requirements for implementation of these practices are reflected in the standards and specifications. Bidders should carefully review the practice information below, and the pass/fail eligibility criteria contained in this Bid Application to avoid disqualification.

Requirement: The Practice Template form must be completed with basic site information and practice-specific information.

The Practice Template form must be downloaded from the SFS bid “Event Comments and Attachments” link, completed by the Bidder, and uploaded to SFS bid “Event Question” 12 to be considered for funding.

Alignment with Natural Resources Conservation Service (NRCS) Environmental Quality Incentives Program (EQIP) Practices

Each practice has different requirements as reflected in standards and specifications. These specifications often align with the Natural Resource Conservation Services' Field Office Technical Guide (FOTG), for which applicable reference numbers are listed below.

- *314-Brush Management Practices*
- *315-Herbaceous Weed Control*
- *490-Site preparation*
- *612-Tree Planting*
- *647-Early Succession Habitat*
 - *Wildlife Openings*
 - *Low shade removal*
 - *Overstory removal*
- *342-Critical Area Planting*
- *391-Riparian Forest Buffer*
- *382-Fence*
- *666-Forest Stand Improvement*

To receive payment, the practice standard either needs to be installed to NRCS standards or meet the standards included below for each Regenerate NY Practice in this RFA. A DEC forester will sign off on either standard.

The Regenerate NY Program evaluates cost effectiveness based on the current year USDA Natural Resource Conservation Service Environmental Quality Incentive Program (NRCS EQIP) cost rates for New York, which can be found here: <https://www.nrcs.usda.gov/getting-assistance/payment-schedules>. These rates should serve as a guide for developing program costs, however real costs for practice implementation will be covered by this program as reasonable.

Note* NRCS EQIP Rates are only based on 75% of the full cost of practice installation, while the Regenerate NY payment rates are determined based on the entire project cost, including installation, labor and materials, excluding match requirements. Please carefully consider differences in project estimates; it is expected that bids for Regenerate NY projects will be above NRCS's EQIP rate by at least a 25% margin. Deviations from these costs will be accepted on a case-by-case basis where justification is provided, such as estimates and quotes.

The above codes can be used to find the correct practice sections within the NRCS EQIP cost rates document to find the relevant information (**hint: use control F function to quickly find each section**).

a) Tree Planting Practice: Afforestation, Reforestation and Supplemental Planting

The goal of this practice is to establish new forests in areas that are not currently forested or supplement inadequate natural regeneration in existing forests after a natural disturbance or treatment.

These practices **CANNOT** be used to establish or maintain orchards, ornamental plantings, nurseries or Christmas tree farms.

The bidder is required to complete the General Site Conditions and Afforestation/Reforestation Sections of the Project Template Form and upload it to SFS bid "Event Question" 12 to be eligible to receive an award.

Aligned NRCS EQIP Practices

Funding is allowed for projects by the following aligned NRCS EQIP Practices, or the standards and specifications outlined in the section below, as they apply to the project. For Tree Planting practices, compare the NRCS EQIP cost rates for the practices below to the costs for your project to evaluate cost effectiveness.

- 490-Site preparation
- 314-Brush Management Practices
- 612-Tree Planting
- 342-Critical Area Planting
- 391-Riparian Forest Buffer

Practice Cost Payments

Materials and tasks that are approved for payment for this practice include:

- Planning by a forester or natural resources professional
- Cost of tree planting contractor and/or forester/natural resources professional
- Purchase of bare root or containerized tree or shrub seedlings
- Groundcover to assist with weed control
- Labor hours to prepare the site and plant seedlings on the site
- Materials and labor for tree protection and survival (except for competing vegetation control (ex: weed mats and herbicide) costs which are covered in Practice 2 and deer fencing costs which are covered in Practice 4)
- Rental or leasing equipment directly related to site preparation and the planting and/or maintenance of tree seedlings
- Purchase of tools (under \$5,000 per unit)
- Other techniques as approved by DEC to assist or enhance tree planting success.

General Standards and Specifications

Site Evaluation

Evaluate the site to determine necessary site preparation, and if mulching, supplemental water or other treatments (e.g., tree protection devices, shade cards, brush mats, etc.) are needed to assure adequate survival and establishment. Based on the site conditions, select site-adapted plant materials, planting methods, and planting seasons to minimize the need for supplemental water and/or nutrients and maximize the tree survival rates.

Tree Species

In general, native trees species should be used for planting projects, however naturalized, non-invasive, non-native trees will be evaluated on a case-by-case basis based on landowner goals or as an appropriate substitution upon DEC Approval. Species should be regionally suitable, and/or selected for the desired future forest type. Species may also be based on plant stock availability, planting season, and/or other factors.

Tree species must conform with the current forest type or desired future forest type. Several factors should be considered when selecting trees for planting including:

- Native forest type of project location
- Site factors such as soil type, drainage and aspect
- Hardiness zone
- Ability to perform future maintenance, such as thinning and pruning
- Landowner goals
- Growth rates
- Appropriate species for restoring critical and unique forested habitats.

Plantings must consist of trees. Project tree stock specifications must be included in estimates. To ensure planting success, DEC may require bidders to use different planting stock based on site, project timelines, stock availability and other unforeseen situations.

Select viable, high-quality, and adapted plant materials. Select planting stock that conforms to established seed transfer protocols within the State and complies with minimum standards accepted by the American National Standards Institute (ANSI). Do not plant any species on the Federal or State invasive species or noxious weed lists. New York State Department of Agriculture and Markets' list of prohibited and regulated invasive plants can be found at <https://agriculture.ny.gov/plant-industry/invasive-species>. The United States Department of Agriculture's National Invasive Species Information Center has both federal and regional prohibited species lists which can be found at <https://www.invasivespeciesinfo.gov/subject/lists>.

Site Preparation

Depending on site factors, there will likely be a need for some site preparation. Site factors that may indicate a need for site preparation include:

- Compacted soils (such as if the field was previously used for agriculture), which likely indicate a need for tilling,

- Steep slope or erodible soils (silt or clay), which likely indicate the need for erosion control, and/or
- Presence of vegetation cover on the site (>30% cover), will require mechanical control (ex: mowing), vegetation exclusion (ex: weed mats, gravel mulch), and/or herbicide control prior to planting (refer to section 2 (d) of this document for the competing vegetation control practice)

If the proper light conditions to support planted trees or natural regeneration for the project do not yet exist, silvicultural operations may be necessary to create the necessary conditions.

Planting Guidance

A guide for tree planting can be found at:

https://www.dec.ny.gov/docs/lands_forests_pdf/tftplantmaint.pdf

Choose appropriate planting dates and handling methods to increase rates of survival. Typically, plantings have the most success if completed in the fall prior to frost or the early spring following thaw. Select planting techniques and timing appropriate for soil and site conditions.

For projects establishing new forest areas or re-establishing forests after a harvest, natural disturbance, or dieback:

- The target planting density if using bare root seedlings is 500 trees per acre
 - Bareroot seedlings should be between 5"-14" in height with a maximum 3-3 age (3 years in seed beds and 3 years in transplant beds)
 - Plantings using bare root stock should target sizes at or below 1" caliper
- The target planting density if using containerized seedlings is 100 trees per acre and may use a maximum container size of 5-gallons.
- Projects may be allowed to alter the target trees per acre depending on the species planted or the forest type being replanted, site conditions, type of tree stock. For example, special or rare ecological habitats may require fewer trees per acre than a softwood plantation.
- Depending on the landowners' goal planting stock (bare root or containerized) a higher or lower number of trees per acre may be planted upon approval by DEC.

For projects that are planting trees to supplement existing natural regeneration in a forest, fewer trees may be required per acre based on the current natural regeneration. The Bidder will provide the number of trees or trees per acre required to adequately supplement existing regeneration based on site factors, current forest type, and light conditions. These conditions are crucial for overall project success and will be used in the evaluation process.

Any tree stock purchased outside New York State must be USDA approved. Select only viable, high-quality, and adapted plant materials. Select planting stock that conforms to established seed transfer protocols within the State and complies with minimum standards accepted by the American National Standards Institute (ANSI).

Supplemental water may need to be provided to plantings. Watering systems can be included as part of payment or match costs. Erosion and water quality must be controlled and maintained during site preparation activities and project operations.

Tree Protection

Tree protection is required for all hardwood plantings and for softwood plantings with a high browse preference by deer (e.g., cedar). Tree protection may include fencing or tree shelters and be tall enough to protect seedlings until they can escape browse pressure. For protecting plantings of 9 acres or more it may be more cost effective to use fencing than tree shelters on a per acre basis. For planting projects that require installation of a deer fence, projects apply for and follow the Guidelines and Standards for the Deer Exclusion Practice (section 2e of this document).

In addition, protect tree, seeded areas, and naturally regenerated areas, from unacceptable adverse impacts of pests, wildlife, livestock, human disturbance, and/or fire. Protect from pests, as necessary, by applying integrated pest management techniques for pest prevention, avoidance, monitoring, and suppression. Projects may include planting groundcover to limit competing vegetation with trees.

Required Survival Rates

Total seedling survival for bare root stock must be **65% or greater** during the contract period to receive full funding for this practice.

Total seedling survival for containerized stock must be **75% or greater** during the contract period to receive full funding for this practice.

Monitoring & Maintenance

As part of this bid, the landowner will include a long-term monitoring and maintenance section in the workplan. Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan to evaluate success. The site should be frequently inspected within the first several years of practice establishment to determine tree survival and address threats to establishment (i.e., insects, disease, browsing, competing vegetation, etc.).

The landowner is expected to perform the actions necessary at the project site to achieve at least a 65% survival rate for bare root seedlings and 75% survival rate for containerized seedlings for the duration of the contract period, with the long-term goal of establishing planted trees within 10 years. Maintenance activities after the project is completed and beyond the contract term must be conducted at the landowner's expense.

Monitoring records should be maintained by the landowner throughout the lifespan of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC and

partners may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

Additional long-term maintenance can be expected for:

- Sites that have existing vegetation cover and/or presence of invasive species where long-term mechanical control (ex: mowing), vegetation exclusion (ex: weed mats, gravel mulch), and/or herbicide control may be necessary to exclude competing vegetation from the site.
- Sites that have a high population of mice and voles (mostly recent agricultural lands)
- Silty or compacted soils, which are more prone to frost-heaving.

Steep slopes, south or southwest-facing aspects, high elevation, and in sites with high wind that may increase tree stock water loss.

b) Regeneration Silviculture/Early Successional Habitat

The goal of this practice is to create short term early successional habitat from degraded and unproductive forests, transition stands to a composition that is suitable for future climate resilience and create conditions which are favorable for natural and artificial tree regeneration. The objective of the project must be to perform silvicultural treatments or wildlife habitat creation that open the forest canopy to allow for sufficient light to reach the ground to stimulate the growth and establishment of desirable tree regeneration.

If the proper light conditions to support planted trees or natural regeneration for the project do not yet exist, silvicultural operations may be necessary to create the necessary conditions.

This practice targets:

- Low quality stands or poorly growing stands with a high percentage of cull trees and/or unacceptable growing stock (UGS) that could be removed to facilitate natural regeneration, but little or no markets for the wood exists.
- Forest stands that have a closed canopy, that have stagnated in the stem exclusion stage or have limited understory regeneration.
- Forest stands where most of the canopy trees have a live crown ratio of 30% or less.

These stands will also have a sufficient likelihood of regenerating to improve growing stock species composition within the next 10 years, if this practice is applied correctly.

This practice will not apply to timber stand improvement thinning in pole timber sized stands for the purposes of residual stand volume growth. Stand prescriptions must detail desired outcome and purpose of treatments.

For this practice, the Bidder is required to complete the General Site Conditions and Forest Stand Restoration Sections of the Project Template Form and upload it to SFS bid "Event Question" 12.

For Restoration Silviculture practices, compare the NRCS EQIP cost rates for 647-Early Successional Habitat to the costs for your project to evaluate cost effectiveness.

Practice Cost Payment

Payment is allowed for projects by the following aligned NRCS EQIP Practices for 647-Early Successional Habitat or the standards and specifications outlined in the section below, as they apply to the project. Materials and tasks that are approved for payment for this practice include:

- Planning by a forester or natural resource professional
- Forester or logging contractor work
- Equipment use and labor for marking and cutting according to treatment prescription to restore degraded stands.
- Site preparation work.
- Rental or lease of equipment
- Purchase of tools (under \$5,000 per unit)

Costs associated with road development, best management practices, and maintenance are not covered under this grant, but can be counted towards match amounts.

General Standards and Specifications

The following treatment or combination of silvicultural treatments are eligible under this practice:

- Even-aged regeneration treatments using
 - Shelterwood systems
 - Seed tree systems
 - Overstory removal
 - Clear-cuts (including patch and strip cutting)
- Uneven-aged regeneration treatments using
 - Group selection
- Forestry techniques documented to create resilient forest and wildlife habitat or establish regeneration in peer reviewed literature
- Bidders can also follow the NRCS Standard for *647-Early Successional Habitat*, IF the intent is to allow the area to grow into forest.
 - *Wildlife openings*
 - *Low shade removal*
 - *Overstory removal*

Prescriptions are to be developed by a forester using the project template. Additional forms can be accepted as supplemental information, but the template form must be correct and complete. Work plans should use available guidelines for species and species groups to determine spacing, density, size-class distribution, number of trees, and amount of understory species to be retained. Stocking will be described in terms of

basal area per acre, trees per acre, between-tree spacing, or by any other appropriate and professionally accepted density or stocking protocol.

In addition, Work Plans should describe:

- the current and desired future condition of each stand that will be treated. Include the species, cover type, and size-class distribution.
- the extent or size and orientation of treatment area(s)
- trees and understory species identified and to be retained to achieve all planned purposes.
- if creating early successional habitat, state wildlife species targeted and intention to allow habitat to follow natural succession to become forest.

Best Management Practices must be incorporated into the work plan for installation and maintenance, maintained to the standards put forth in the [New York State Voluntary Best Management Practice for Water Quality Guide-BMP Field Guide](#).

The bidder may need to conduct mitigation on invasive and native vegetation competing with tree regeneration if 30% or more of the stand is covered. If so, this work should be described, and the Competing Vegetation Control practice should also be applied for as part of this bid.

Monitoring and Maintenance

As part of this bid, the landowner will include a long-term monitoring and maintenance section in the workplan. Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan to evaluate and ensure success to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no additional funding, if additional practices are needed to properly secure tree regeneration. The site should be frequently inspected within the first several years of practice establishment to determine tree survival and address threats to establishment (i.e., insects, disease, browsing, competing vegetation, etc.).

Monitoring records should be maintained by the landowner throughout the lifespan of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC and partners may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

c) Forest Health Resiliency Thinning

Following the last century of farmland conversion, large scale planting projects, and broad natural regeneration, many forests across New York have reached a mature monocultural condition with low size class diversity, stagnant growth, declining forest health, and loss of large structures and down woody recruitment. With increase competition for site resources and cool, shaded, humid understories, pest and pathogen

outbreaks have become more prevalent across the landscape. Conversely, poor harvesting practices and significant forest health outbreaks have left swaths of woodlands in an understocked state, with trees of poor vigor, undesirable species, and abundant invasive species.

This practice is intended to target forest stands susceptible to widespread forest health outbreaks, stands that's have been significantly impacted by a previous outbreak, and stands that are composed of an undesirable overstory limiting regeneration of climate resilient species.

This practice targets:

- Overstocked forest stands with high inter-tree competition (relative density)
- Low species diversity
- Limited size class diversity
- Stands with offsite species or potentially offsite under future climate scenarios
- Forest stands that are dead, displaying substantial dieback of the canopy, or otherwise failing tree species due to poor harvesting practices or a natural disturbance
- Limited presence of standing (snags) or down woody material
- High potential of forest health outbreak, either due to overabundance of susceptible tree species, current presence of insect or disease, or prevalence of forest health disturbance within the nearby vicinity.

Aligned NRCS EQIP Practices: 666 – Forest Stand Improvement

Payment is allowed for projects by the following aligned NRCS EQIP Practices, or the standards and specifications outlined in the section below, as they apply to the project.

- Maintain or improve forest carbon stocks
- Maintain or improve forest health and productivity
- Maintain or improve forest structure and composition
- Maintain or improve wildlife, fish, and pollinator habitat
- Manage natural precipitation more efficiently
- Reduce forest pest pressure
- Reduce prevalence of invasive species

Materials and tasks that are approved for payment for this practice include:

- Planning by a forester or natural resource professional
- Forester or logging contractor work
- Equipment use and labor for marking and cutting according to treatment prescription.
- Site preparation work.
- Rental or lease of equipment
- Purchase of tools (under \$5,000 per unit)

Best Management Practices must be incorporated into the work plan for installation and maintenance, maintained to the standards put forth in the [New York State Voluntary Best Management Practice for Water Quality Guide-BMP Field Guide](#).

Costs associated with road development, best management practices, and maintenance are not covered under this grant, but can be counted towards match amounts.

The bidder may need to conduct mitigation on invasive and native vegetation competing with tree regeneration if 30% or more of the stand is covered. If so, this work should be described, and the Competing Vegetation Control practice should also be applied for as part of this bid.

General Standards and Specifications

Bidders should describe the overstory condition and use species, site, and cover type specific stocking guides when setting stand specific targets. Stands should be above the “A-line”, which are considered overstocked. Other metrics should be included to demonstrate structural characteristics of the stand, such as trees per acres, basal area, quadratic mean diameter, and other pertinent descriptions.

In general, this practice will not apply to timber stand improvement thinning in sapling or pole timber sized stands for the purposes of residual stand volume growth. Stand prescriptions must detail desired outcome and purpose of treatments.

Applications should describe the tree species composition, whether there are any current forest health issues present in the stand, and how their management plans will make the future condition more resilient to potential future pests or pathogens.

Bidders may use tools such as the Forest Degradation Calculator to support the need for Forest Health Resiliency Thinning funding.

<https://mthompsonunh.shinyapps.io/degradationCalculation/>

Funding Cap:

Forest Health Resiliency Thinning practices will be capped at a total of \$1,000,000 of the overall funding pool for this round of Regenerate NY. Projects will be funded until the total pool for this practice has been exhausted. If there are subsequent projects on the list that have other practices included in their bid, those practices may be awarded separately.

Monitoring and Maintenance

As part of this bid, the landowner will include a long-term monitoring and maintenance section in the workplan. Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan to evaluate and ensure success to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no additional funding, if additional practices are needed to properly secure tree regeneration. The site should be frequently inspected within the first several years of practice establishment to determine tree survival and address threats to establishment (i.e., insects, disease, browsing, competing vegetation, etc.).

Monitoring records should be maintained by the landowner throughout the lifespan of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC and partners may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

d) Competing Vegetation Control

The goal of this practice is to eradicate or limit the spread of native or exotic invasive plant species in forested environments which interfere with the establishment of planted trees or natural regeneration. The landowner objective must be to control competing vegetation during the contract period using the most effective methods possible. Herbicides are an effective method to restore areas overrun with competing vegetation within a short timeframe and can be completed in conjunction with mechanical method. The intention of this practices is to eradicate or reduce the issue to a manageable level for a landowner in a short period of time, so native trees and plants can start to re occupy the site. This practice may need to be combined with other practices to create the necessary conditions to encourage natural regeneration and forest establishment. In many instances when competing vegetation is greater than 30% cover in a stand, competing vegetation controls treatments may be required when other practices are being implemented.

Funding can support mechanical removal or chemical control using herbicide registered in New York for targeted species. This practice is not for orchard, ornamental, nursery or Christmas tree purposes.

Bidders are required to complete an Herbicide Application Plan and the General Site Conditions and Competing Vegetation Control sections of the Project Template Form and upload these in response to SFS bid "Event Question" numbers 12 and 16 to be considered for funding.

Aligned NRCS EQIP Practices

Payment is allowed for projects by the following aligned NRCS EQIP Practices, or the standards and specifications outlined in the section below, as they apply to the project. For Competing Vegetation Control practices, compare the NRCS EQIP cost rates for the practices below to the costs for your project to evaluate cost effectiveness.

- 314 Brush Management Practices
 - Biological Management
 - Blanket Treatment
 - Chemical-Ground Applied
 - Chemical-Individual Plant
 - Intense Individual Plant Treatment
 - Mechanical hand tools and Chemical Treatment
 - Hand Tool, Woody Vegetation
 - Mechanical Light Equipment

- Mechanical Medium 2-to-4-inch DBH
- 315 Herbaceous Weed Control
 - Biological Management High Density
 - Biological Management Low Density
 - Blanket Treatment
 - Chemical-Spot Treatment
 - Forest herbaceous Chemical Ground
 - Chemical Individual Plant
 - Intense Individual Plant Treatment
 - Mechanical hand tools and Chemical Treatment
 - Hand Tools, Herbaceous Vegetation
 - Mechanical

Practice Cost Payment

Materials and tasks that are approved for this practice include:

- Planning by a forester or natural resource professional
- Equipment use and labor, such as forestry mower
- Rental and lease of equipment
- Herbicide
- Herbicide equipment under \$5,000
- Travel
- Time
- Purchase of tools (under \$5,000 per unit)

General Standards and Specifications

Projects under this practice shall enhance the regeneration of a forest stand by eradicating or reducing the spread of native or exotic plant species in forested environments which interfere with natural and naturalized forest regeneration.

To qualify for this practice the interfering vegetation must make up a least 30% of the understory through a visual estimate. Each project will be evaluated on the current light conditions and the desired tree species to be regenerated. Depending on the site, competing vegetation control may need to be paired with a silvicultural treatment and deer protection to be successful.

Work plans should describe the extent or size and orientation of treatment area(s) and clearly state the goals and objectives. Work Plans should include:

- Description of the current and desired future condition of each stand that will be treated.
- The species, cover type, and size-class distribution of the stand

- Maps and narratives detailing/ identifying areas to be treated, pattern of treatment (if applicable), and areas that will not be treated.

Stocking will be described in terms of crop trees per acre, basal area per acre, trees per acre, between-tree spacing, or by any other appropriate and professionally accepted density or stocking protocol. For mechanical treatments, Work Plans should describe the type of equipment, techniques or procedures to be followed and timing of treatment to achieve best results. For chemical treatments, an Herbicide Application Plan is required and needs to be uploaded to SFS bid "Event Question" 16. Competing Vegetation Management (CVM) treatments shall be applied using approved materials and procedures in compliance with all local, state, and federal laws and ordinances.

Chemical Treatments

If herbicides are to be used as part of this practice, an Herbicide Application Plan (HAP) will be submitted as an upload in response to SFS bid "Event Question" 16 . A template for the Herbicide Application Plan is provided at the SFS bid “Event Comments and Attachments” link and can be found in Appendix 3. The plan can be developed by the forester or a contracted applicator working for the landowner.

Herbicide Application Plans should include:

- Acceptable chemical treatment references for containment and management or control of target species.
- Evaluation and interpretation of herbicide risks associated with selected treatment(s).
- Acceptable dates or plant growth stage at application to best effect control and reduce reinvasion.
- Any mitigation, timing considerations or other factors that must be considered to ensure the safest, most effective application of herbicide.

Application of herbicides must be done according to the label (labels attached) and manufacturer’s safety instructions and in compliance with State regulations. Chemicals must be legally registered in NYS as an herbicide to be used as such under this grant opportunity. If the Grantee desires to contract for the herbicide application as part of this grant, the Grantee’s Contractor must be a registered pesticide business that is currently registered with the NYS DEC and employs a certified applicator in the appropriate category (i.e.: Category 2). A pesticide applicator who is a holder of a N.Y.S. Commercial Applicator Permit (Category 2) must be present during the spraying operation.

The entirety of the designated area must be treated uniformly and after the herbicide application, at least 80% or more of the target vegetation stems must be dead. The effectiveness of the herbicide application will be evaluated by the DEC after June 15th during the following growing season using six-foot radius sample plots. Fern and woody species will be evaluated separately for effectiveness of the herbicide application.

Monitoring and Maintenance

As part of this bid, the landowner will include a long-term monitoring and maintenance section in the workplan. The applicant should evaluate post-treatment regrowth of target species to determine success of control. Length of evaluation periods will depend on the woody species being monitored, proximity of propagules (seeds, branches, and roots) to the site, transport mode of seeds (wind or animals) and methods and materials used. The site should be frequently inspected within the first several years of practice establishment to determine tree survival and address threats to establishment (i.e., insects, disease, browsing, competing vegetation, etc.).

Following initial application, some regrowth of competing vegetation may be expected. To improve effectiveness, spot treatment of regrowth of individual plants or areas needing re-treatment should be done to successfully complete the practice. Review and update the plan periodically in order to incorporate new Integrated Pest Management technology and avoid the development of plant resistance to herbicide chemicals, where applicable.

Monitoring records should be maintained by the landowner throughout the lifespan of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC and partners may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success.

e) Deer Exclosure

The goal of this practice is to protect recently planted tree seedlings and planned natural regeneration from herbivory by white-tailed deer by preventing access to tree seedlings and saplings. The deer exclosures practice includes the use of tree tubes, deer fencing, and/or slash wall fences as effective methods for protecting tree seedlings from deer.

This practice aligns with NRCS EQIP Practice 382-Fence. Payment is allowed for projects by this aligned NRCS EQIP Practice or the standards and specifications outlined in the section below, as they apply to the project. For Deer Exclosure practices, compare the NRCS EQIP cost rates for this practice to the costs for your project to evaluate cost effectiveness. Slash Wall cost estimates may be determined using local sources.

For this practice, the bidder is required to complete the General Site Conditions and Deer Fencing of the Project Template Form and upload it to SFS bid "Event Question" 12.

Practice Cost Payment

Materials and tasks that are approved for payment for this practice include:

- Planning by a forester or natural resource professional
- Equipment use and labor for fence installation.
- Hiring a fence company
- Rental or lease of equipment
- Fence, posts, and associated supplies

- Travel
- Time
- Purchase of tools (under \$5,000)

General Standards and Specifications

Work Plans should describe:

- The extent or size and orientation of treatment area(s)
- The materials, type and design of installed fence will meet the management objectives and site challenges.
- Provide a map outlining the location of the project

Based on objectives, fences may be permanent, portable, or temporary. Fences and associated ingress/egress features, such as gates, shall be positioned to facilitate management requirements. The fence design and installation should have the life expectancy appropriate for management objectives and shall follow all federal, state and local laws and regulations. Fences shall be designed, located, and installed to meet appropriate local wildlife and land management needs and requirements. To establish forest regeneration, the life expectancy of the fence should be at least 10 years.

Fencing and gates for the purposes of property protection, aesthetics, or any other purposes other than for the protection of tree seedling from deer herbivory are not eligible for support through this funding opportunity. Natural slash fences may qualify for funding provided they meet the following specifications:

- Fences must be designed to specific height and width to exclude deer access.
- A gate allowing for the monitoring of the site must also be installed.
- Deer inside the perimeter of the fence must be excluded.

Landowners should use the Cornell Extensions publication titled *Slash Walls: Concepts and Applications for the Control of Deer Impacts to Forest Vegetation*, found [here](#), on slash wall development for guidance on specific slash wall parameters. Projects including slash walls should include information regarding the estimated volume of source material for the wall and specifications on the planned wall dimensions. Cornell's recommendations for slash walls are material piled up 10' high with a width of 20', with minimal space or openings inside of the material.

Monitoring and Maintenance

As part of this bid, the landowner will include a long-term monitoring and maintenance section in the workplan. Once implemented to the specifications listed above, the landowner will monitor this practice throughout its lifespan to evaluate success. Maintenance of installed fences is often labor intensive, so a implementation of a maintenance plan will be key to success. Plan to check regularly for wildlife encroachments and damaged areas, and regular inspection of fences should be part of an ongoing maintenance program to ensure continuing proper function of the fence.

A schedule for regular inspections and inspections after storms and other disturbance events will monitor for the following needs:

- o Repair or replacement of loose or broken material, gates and other forms of ingress/egress
- o Removal of trees/limbs
- o Replacement of water gaps as necessary
- o Repair of eroded areas as necessary
- o Repair or replacement of markers or other safety and control features as required.

After the project is completed, the landowner is expected to monitor this practice to reach the long-term goal of establishing tree regeneration within 10 years. This may include additional costs to the landowner with no additional funding if additional practices are needed to properly secure tree regeneration.

Monitoring records should be maintained by the landowner throughout the lifespan of the practice and available upon request by DEC. These records should provide the necessary information needed to enable the DEC to evaluate the site. DEC and partners may also conduct on site monitoring throughout the lifespan of the project to evaluate project and program success. A monitoring plan will be developed that identifies deliverables and the changes in the plant community that will be achieved.

3. Bid Event Questions and Eligibility Review

Applications will be evaluated using the pass/fail based questions below. Applications will be reviewed in the order they are received in the SFS, based on the earliest submittal date recorded in the SFS. Questions that require upload attachments such as Sexual Harassment Prevention Certification, Executive Order No. 16, Attachment G and others are mandatory at time of submission, failure to do so will result in automatic disqualification. Please see the SFS bid “Event Comments and Attachments” link for downloading Project Templates and other forms.

Event Questions:

1. **Project Type:** Please identify all eligible practices the project will implement for the 2025 Regenerate NY Forestry Cost Share Grant Program:
 - Afforestation/Reforestation
 - Regeneration Silviculture/Early Successional Habitat
 - Forest Health Resiliency Thinning
 - Competing Vegetation Control
 - Deer Exclosure Fencing
2. **Project Description:** Concisely summarize the work proposed and the project goals. Describe the main tasks and objectives of the project and a general description of the location. Include justifications for why practices are necessary for the stand.

3. **Interfering Vegetation Threshold:** Please summarize the information provided in the practice template regarding the percent ground cover of interfering vegetation.
4. **Regeneration Protection:** Please describe what methods will be implemented to protect natural or artificial regeneration from deer browse. If you are not including any deer protection or exclosures, then please describe why this is not being considered.
5. **Priority Project or Ownership:** If this project or the landowner meets one of the priority goals of the department, please indicate which priority is met below. If this project does not meet one of this priority goals, please just write “not applicable”. (Please note: projects that do not meet one of these categories are still eligible for Regenerate NY funding).
 - a. Significantly degraded forest because of a forest health outbreak
 - b. Planting Project
 - c. First time forest owner (less than 10 years)
 - d. Active or veteran military member
 - e. State or Federally recognized Tribe or Indian Nation
 - f. Not applicable
6. **Proof of Private Land Ownership and/or Partnership:**
 - a. If the Bidder is a landowner, provide a copy of the tax bill or provide the tax map parcel ID or deed as proof of ownership.
 - b. If the Bidder is an Indian Nation or Tribe, provide a title document maintained by the federal Bureau of Indian Affairs (BIA) Land Title and Records Office (LTRO) or other official document demonstrating tribal control of the land.
 - c. If the Bidder is not the landowner, provide a letter of agreement from the landowner supporting implementation of the project on this property, and stating whether or not they are responsible for committing 10% match and/or providing long term maintenance.
 - d. If the Bidder is the landowner and is partnering with any other organization at no cost, to receive assistance with their project, provide a letter of commitment substantiating the collaboration from the partner and, if applicable, commitment of in-kind match.
 - e. If the Bidder or landowner is a multi-party trust, provide a letter of agreement.
7. **Project Size:** Does this application apply for a project that includes a total 5 acres or more using eligible practices? How many acres are covered in this project?
8. **Project maintenance:** Does the Bidder attest that they will maintain the project for at least 10-years following implementation?
9. **Other Funding:** Is the proposed project already receiving funds from another New York State or federal assistance program for the same activities as those being proposed in this bid?
10. **Project Location, Map and Photos:** Upload a map clearly identifying the project area on private land (no hand-drawn maps). Please upload PDF in SFS bid “Event Question” 10.

- 11. Rural Location Requirement:** Is this project located in a rural area as defined by the US Census Tract? Bidders can use this tool to determine eligibility: <https://storymaps.arcgis.com/collections/7e0ca1a95e134de094c71cb3646372d3?item=1>
- 12. Practice Template:** Upload a completed practice template for the project as a PDF in response to SFS bid Event Question 12 (See SFS bid “Event Comments and Attachments” link for form).
- 13. Project Timeline and Workplan:** Include an annual timeline with the workplan and budget.
- 14. Financial Workbook:** See the financial workbook in the SFS bid “Event Comments and Attachments” link. Download/Save the document and complete. Inserted amounts will then populate to a following sheet in the workbook. This data must be added to the Budget Properties section of your Bid. Upload the completed financial workbook Excel file at this SFS bid Event Question 14.
- 15. Cost Estimates:** Upload Informal estimates for project items such as trees (seedlings, bare root and container stock), fencing, supplies, contractual services, etc are required. Please upload documents as a single PDF’s in response to this bid Event Question 15, Cost Estimates.
- One estimate must be provided for any equipment between \$2500 - \$5000. Two estimates are required for equipment and supplies over \$5000.
 - Estimates should be on letterhead, in email format, or as a website screen capture.
 - Estimates for supplies should include a unit price, size/caliper and shipping costs
 - If the consulting forester or other party will order, pick up, inspect, and deliver supplies or other goods to the project site, an estimate from the nursery or other vendor, and a separate estimate from the consulting forester for inspection, delivery and installation (or other specific duties they will perform) should be uploaded
 - Estimates for contractors performing herbicide application, tree marking, clearing, equipment rental, tree planting, or other services should include the contractor’s own direct costs.
 - Goods and services may be purchased at different sources from where estimates were obtained for this application after award; the application estimates do not bind the Bidder to purchase from the same company or source.
- 16. Herbicide Plan:** Are herbicides being applied? If Yes, upload an Herbicide Application Plan as a PDF in response to SFS bid “Event Question” 16 (See SFS bid “Event Comments and Attachments” link or RFA Appendix 3 for form)
- 17. Use of a Forester, Certified Arborist and Natural Resource Professionals.** Will the project be overseen, guided, administered, or completed by a forester, certified arborist or natural resource professionals?
- a. A forester can be utilized for all practices. A forester means an individual who has earned an associate’s or higher degree in a

program recognized by the Society of American Foresters, or who possesses qualifications for the practice of forestry essentially equivalent to those possessed by a graduate of a school of forestry in a degree program recognized by the Society of American Foresters. Foresters who are currently on DEC's Cooperating Forester List and/or who are qualified to write 480a plans and submit prescriptions are prequalified and do not need to upload additional qualifications. Please provide name of the forester in the dialog box below. **For foresters not on the DEC Cooperating Forester List or who do not work with 480a, please upload a CV document into a single .pdf.** The Cooperating Forester List can be found at:
https://www.dec.ny.gov/docs/lands_forests_pdf/cooplist.pdf.

- b. A certified arborist or other natural resource professional can be used for establishing new forest areas. Qualified persons will need to have knowledge or experience in tree species selection and planting techniques for bare root and containerized stock. A certified arborist can be found at <https://nysarborists.com/for-everyone/find-an-arborist>. **For other natural resource professionals, a Curriculum Vitae (CV) is required** and should include relevant education and project experience to successfully guide, administer or complete a project to establish new forest areas. If using a certified arborist, please submit name and the International Society of Arboriculture Certification Number in the text box. For other natural resource professionals, please upload a CV document in a single .pdf.

- 18. Field Evaluation:** Do you agree to give DEC field staff access to the project location for project review and monitoring?
- 19. Sexual Harassment Prevention Certification:** Has the applicant signed and the Sexual Harassment Prevention Certification form or a signed statement with their bid detailing the reasons why the certification cannot be made? Upload either the form or statement in response to SFS bid "Event Question" 19. (See SFS bid "Event Comments and Attachments" link for form)
- 20. Executive Order No. 16.** Sign and upload the Executive Order No. 16. in response to SFS bid "Event Question" 20. (See SFS bid "Event Comments and Attachments" link for form)
- 21. Attachment G.** Complete, sign and upload the form entitled "Gender Based Violence and the Workplace Certification form" in response to SFS bid "Event Question" 21. (See SFS bid "Event Comments and Attachments" link for form)

Eligibility Criteria:

1. **Project Type:** Did the application address an eligible practice? *Pass/Fail*

2. **Project Description:** Did the applicant concisely summarize the project, describe the need for individual practices, and give project goals in text box?
Pass/Fail
3. **Interfering Vegetation Threshold:** Does that applicant include an evaluation of the presence of invasive species or interfering vegetation in the practice template? If the vegetation cover is over 30%, does the landowner include a Competing Vegetation Control practice? *Pass/Fail*
4. **Regeneration Protection:** Does the landowner describe what methods will be implemented to protect natural or artificial regeneration from deer browse or why they are not including this practice in their project? *Pass/Fail*
5. **Priority Project or Ownership:** Does the applicant include whether this is a priority project? *Pass/Fail*
6. **Proof of Private Land Ownership and/or Partnership:** Did the Bidder provide the following?
 - a. If the Bidder is a landowner, did they provide a copy of their tax bill or provide their tax map parcel ID or deed as proof of ownership?
 - b. If the Bidder is an Indian Nation or Tribe, did they provide a title document maintained by the federal Bureau of Indian Affairs (BIA) Land Title and Records Office (LTRO) or other official document demonstrating tribal control of the land.
 - c. If the Bidder is not the landowner, did they provide a letter of agreement from the landowner supporting implementation of the project on this property, and stating whether or not they are responsible for committing 10% match and/or providing long term maintenance?
 - d. If the Bidder is the landowner and is partnering with any other organization at no cost, to receive assistance with their project, did they provide a letter of commitment substantiating the collaboration from the partner and, if applicable, commitment of in-kind match?
 - e. If the Bidder or landowner is a multi-party trust, has a letter of agreement been provided? *Pass/Fail*
7. **Project Size:** Is the bidder applying for a project that includes a total 5 acres or more using eligible practices? *Pass/Fail*
8. **Project maintenance:** Does the Bidder attest that they will maintain the project for at least 10-years following implementation? *Pass/Fail*
9. **Other Funding:** Is the proposed project already receiving funds from another New York State or federal assistance program for the same activities as those being proposed in this bid? *Pass/Fail*
10. **Project Location, Map and Photos:** Did the Bidder upload a map clearly identifying the project area on private land (no hand-drawn maps)? Did the applicant upload photos of the proposed project area in a PDF? *Pass/Fail*
11. **Rural Location Requirement:** This project is located in a rural area as defined by the US Census Tract. *Pass/Fail*
12. **Practice Template:** Did the Bidder upload a completed practice template for the project as a PDF? *Pass/Fail*

13. **Project Timeline and Workplan:** Did the application include an annual timeline with the workplan and budget? Can the project applied for be completed prior to the contract end date? *Pass/Fail*
14. **Financial Workbook:** Did the Bidder upload a completed financial workbook Excel file? *Pass/Fail*
15. **Cost Estimates:** Did the Bidder upload informal estimates for project items such as trees (seedlings, bare root and container stock), fencing, supplies, contractual services, etc.? *Pass/Fail*
- One estimate must be provided for any equipment between \$2500 - \$5000. Two estimates are required for equipment and supplies over \$5000.
 - Estimates should be on letterhead, in email format, or as a website screen capture.
 - Estimates for supplies should include a unit price, size/caliper and shipping costs
 - If the consulting forester or other party will order, pick up, inspect, and deliver supplies or other goods to the project site, an estimate from the nursery or other vendor, and a separate estimate from the consulting forester for inspection, delivery and installation (or other specific duties they will perform) should be uploaded
 - Estimates for contractors performing herbicide application, tree marking, clearing, equipment rental, tree planting, or other services should include the contractor's own direct costs.
 - Goods and services may be purchased at different sources from where estimates were obtained for this application after award; the application estimates do not bind the Bidder to purchase from the same company or source.
16. **Herbicide Plan:** Are herbicides being applied? If Yes, has the Bidder uploaded a Herbicide Application Plan as a PDF (see Appendix 3 for form)? *Pass/Fail*
17. **Use of a Forester, Certified Arborist and Natural Resource Professionals.** Will the project be overseen, guided, administered, or completed by a forester, certified arborist or natural resource professionals? *Pass/Fail*
- A forester can be utilized for all practices. A forester means an individual who has earned an associate's or higher degree in a program recognized by the Society of American Foresters, or who possesses qualifications for the practice of forestry essentially equivalent to those possessed by a graduate of a school of forestry in a degree program recognized by the Society of American Foresters. Foresters who are currently on DEC's Cooperating Forester List and/or who are qualified to write 480a plans and submit prescriptions are prequalified and do not need to upload additional qualifications. Has the Bidder provided the name of the forester in the dialog box below. **For foresters not on the DEC Cooperating Forester List or who do not work with 480a, please upload a CV document into a single .pdf.** The Cooperating Forester List can be found at: https://www.dec.ny.gov/docs/lands_forests_pdf/cooplist.pdf, OR;

- A certified arborist or other natural resource professional can be used for establishing new forest areas. Qualified persons will need to have knowledge or experience in tree species selection and planting techniques for bare root and containerized stock. A certified arborist can be found at <https://nysarborists.com/for-everyone/find-an-arborist>. **For other natural resource professionals, a Curriculum Vitae (CV) is required** and should include relevant education and project experience to successfully guide, administer or complete a project to establish new forest areas. If using a certified arborist, please submit name and the International Society of Arboriculture Certification Number in the text box. For other natural resource professionals, has the Bidder uploaded a CV document in a single .pdf?

18. **Field Evaluation:** Does the Bidder agree to give DEC field staff access to the project location for project review and monitoring? *Pass/Fail*

19. **Sexual Harassment Prevention Certification:** Has the Bidder signed and uploaded the Sexual Harassment Prevention Certification form or uploaded a signed statement with their bid detailing the reasons why the certification cannot be made? If the Bidder has no employees, did they certify the second section? *Pass/Fail*

20. **Executive Order No. 16:** Has the Bidder signed and uploaded the Executive Order No. 16? *Pass/Fail*

21. **Attachment G:** Has Bidder signed and uploaded the Gender Based Violence and Workplace Certification form with their bid? *Pass/Fail*

Eligibility Review Process

DEC staff will follow the guidelines below to determine eligibility to the greatest extent practicable.

Step 1: All bid event questions have been responded to and uploads provided. If there are any apparent errors or questionable entries, DEC staff will contact the bidder requesting clarification, at which time the bidder will have two business days to respond with corrections or explanations. Failure to do so will result in an ineligible bid.

Step 2: Forester has reviewed the practice templates, work plan and expenditure workbook. If there are any items that are inconsistent with this RFA, DEC staff will notify the bidder, at which time the bidder will have ten business days to negotiate corrections. Failure to do so will result in an ineligible bid.

Step 3: Field inspection has occurred to verify the bid. If there are any items that are inconsistent with this RFA, DEC staff will notify the bidder, at which time the bidder will have ten business days to negotiate corrections. Failure to do so will result in an ineligible bid.

4. Eligible and Ineligible Expenditures

a) Budget Costs Eligible for Payment

- **Personal Services:** Salaries directly devoted to the project implementation are eligible for payment. Landowner, company, and/or organization salaries should be listed in this category. Itemize salaries according to job title and roles/responsibilities on the project. Bidders will be required to document time worked, tasks, pay ratio and payment. Landowners of the property where project activity will be located may charge an amount equivalent to the general NYS hourly volunteer rate calculated and reported by the organization, Independent Sector. The current (2024) rate is \$38.48 as reported by Independent Sector – (<https://independentsector.org/resource/value-of-volunteer-time/>). This rate should be checked periodically to ensure accuracy. **Grant administration and project management:** Bidders should anticipate some landowner effort and/or administrative staff time related to grant contract administration and reporting. Personal services for grant administration and project management are eligible but the total (personal services plus contractual) is limited as detailed below .
- **Fringe:** fringe benefit costs are limited to 15% of direct staff salaries devoted to the project. (Fringe benefits may include social security, workers compensation, unemployment insurance, health insurance and any other benefits.)
- **Contractual:** Costs for services rendered to the project under a written agreement with the grantee, such as consultant forester, hired equipment operator, etc. Expenses related to the preparation of the planting & maintenance plan are allowed post award and post contract date.
 - **Grant administration and project management:** Contractual expenses for grant administration and project management are eligible but the total (personal services plus contractual) is limited as detailed below.
- **Equipment under \$10,000:** Costs for equipment purchase or rentals are eligible but are subject to DEC approval or substitution prior to grant award. Purchase of heavy equipment such as tractors, skidders, bulldozers, etc. will not be approved for payment except in extraordinary circumstances. Rentals are the preferred substitute. Two estimates are required to apply for equipment costs over \$5,000, up to \$9,999; one estimate is required for costs between \$2,500-\$4,999. Once under Contract, Department pre-approval is required before any equipment item from \$5,000 to \$9,999 is purchased, in case other equipment options come available.
- **(Other) Materials and Supplies:** Costs for materials and supplies directly related to the work plan. As an example, tree stock (seedlings, bare root and container) tree shelter, fencing, fertilizer, tools, water tanks and hoses and follow up spraying would be eligible costs. Two estimates are required for costs over \$5,000; one estimate is required for costs between \$2,500-\$4,999.
- **Grant administration and project management limitations:**

- DEC reserves the right to remove from grant awards any grant administration costs that exceed 15% of the total project and/or any project management costs that exceed 15% of the total project cost. Such costs will be limited, except in cases where the Bidder has demonstrated cost effectiveness of additional expenditures, which must include:
 - justification of need for grant administration and/or project management costs that exceed 15% of the total cost.
 - likely adverse consequences to project if grant administration and/or project management costs that exceed 15% of the total cost are not provided;
 - documentation of similar project expenses; and
 - likelihood that the project will be successfully completed if funding is provided.

b) Costs NOT Eligible for Payment

- ***Donated labor, equipment usage, and/or other items:*** Costs that are not paid by the grantee, such as volunteer labor, are not eligible for payment.
- ***Sales Tax:*** NYS cannot pay for sales tax for goods and services. A voucher will be given to grantees for use with purchases.
- ***Indirect/Overhead:*** Costs including accounting fees, insurance, interest, legal fees, rent, water, repairs, telephone bills, space/property, utilities; contingencies, and grant bid preparation.
- ***Salary not devoted to the project:*** such as employee leave hours including vacation, sick, personal etc. are not project related expenses and therefore not eligible.
- ***Outside contract term:*** Costs incurred prior to an award or prior to a contract start date or after the contract end date, such as practice planning and practice specification prior to the Contract Term date. A contract term start, and end date will be determined by DEC at the time of an official award. The Contract Term Start Date is generally the date the Award letter is sent to the Bidder. The Contract Execution Date is the date the Bidder signs the contract, usually 30-90 days after the Award letter is sent.
- ***Other state or federal funding:*** Costs paid from other state or federal funding sources are not eligible for payment.
- ***Travel:*** staff and/or contractor travel to and from the project from home location.
- ***Equipment:*** Under the Federal terms & conditions, equipment having a fair market value of \$10,000 or more and a useful life of one year or more is not eligible.
- ***Other:*** Funds cannot be used for planting and maintenance of individual street or park trees or trail planning, design and construction.
- ***Federal Requirements:*** Grant funds cannot be used to support the following activities:

- Construction and capital improvements, including but not limited to facilities, infrastructure, roads, buildings, culverts, dams, ponds, and major earthwork projects.
- Land acquisition projects, *including conservation easements*.
- Lobbying, litigation, or political advocacy.
- Incorporation fees; brokers' fees; or fees to promoters, organizers, management consultants, attorneys, accountants, or investment counselors in connection with the establishment or reorganization of an organization.
- Basic research, which is defined in 2 CFR § 422.1 as, "systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications towards processes or products in mind." Basic research includes applied research, which 2 CFR § 1108.45 defines as, "efforts that in technology, such as new materials, devices, methods and processes." Technical transfer, education, and outreach activities associated with applying research may be included in the proposal.

5. Bid Submission

Bids must be submitted through the NYS SFS Grants Management System via <https://esupplier.sfs.ny.gov/psp/fscm/SUPPLIER/?cmd=login&languageCd=ENG&> . Using **Google Chrome** to access the SFS Grants Management System (GM) is recommended. Using other browsers may cause errors.

SFS Grants Management advises that uploads should be in un-editable PDF format, Word document or Excel workbook. For forms such as Practice Templates, Save the uneditable form to your local machine, select Print, then select Adobe PDF or Microsoft PDF as your printer. Save the file after conversion and then upload the saved document to the question. The Financial Workbook should be uploaded as an Excel file.

If you do not have access to the SFS Vendor Portal and if your organization is already established within the SFS Vendor portal, an SFS Delegated Administrator has been authorized within your organization to provision user login credentials, unlock accounts, or reset passwords. Please reach out to your SFS Delegated Administrator directly. If you do not have this information, please email the SFS GM help desk directly at HelpDesk@sfs.ny.gov.

Also, if you do not have a login and if you are new to the SFS Vendor portal and would like to establish an account for the purposes of doing business with the State of New York, contact the SFS Help Desk at 518-457-7717, 855-233-8363 or HelpDesk@sfs.ny.gov for more information.

The NYS SFS Grants Management system offers a Vendor User Manual, training videos and webinars for bidders requiring assistance. Please log in to SFS and click the tile SFS Coach for training manuals.

Paper bids will NOT be accepted. Bidders are strongly encouraged to submit their bids prior to the bid deadline. Late bids will not be accepted. Please note staff with a Bid Response Initiator role can begin a bid, but only staff with the Bid Response Submitter role can submit the bid response.

Bidder Registration

All Bidders must be Registered with SFS Grants Management to apply.

<https://grantsmanagement.ny.gov/register-your-organization-sfs>

Bidder Prequalification

In addition to registration, not-for-profits must also be Prequalified at the time and date that the application is due. If you are not Prequalified at that time and date, your application will not be considered.

PLEASE DO NOT DELAY IN BEGINNING AND COMPLETING THE PREQUALIFICATION PROCESS. Immediately visit the grants management prequalification page at <https://grantsmanagement.ny.gov/get-prequalified> to get started.

THE STATE RESERVES 5 DAYS TO REVIEW SUBMITTED PREQUALIFICATION APPLICATIONS. Prequalification applications submitted to the state for review less than 5 days prior to the Regenerate NY Round 5 application due date may not be considered.

ADDITIONAL TIME FOR EDITS AND CORRECTIONS SHOULD BE ANTICIPATED FOR FIRST TIME REGISTRANTS.

BIDDERS SHOULD NOT ASSUME THAT THEIR PREQUALIFICATION INFORMATION WILL BE REVIEWED IF THEY DO NOT ADHERE TO THIS TIMEFRAME.

Pursuant to the New York State Division of Budget Bulletin H-1032 Revised, effective July 16, 2014, New York State has instituted key reform initiatives to the grant contract. Information on these initiatives can be found on the Grants Management Website.

All Not-for-profit organizations must be Prequalified in the SFS Grants Management System at the time and date that the bid is due. Bids from non-prequalified entities will be rejected. The system will not allow you to submit your bid.

The SFS Handbook: SFS Training for Vendors guide is available on SFS Coach and includes guidance for prequalification. Additional training is available on SFS Coach.

Uploads and Attachments - ALL Bidders must download the required forms such as Sexual Harassment Prevention Certification, Executive Order 16, and Attachment G Gender Based Violence and the Workplace, from the SFS bid “Event Comments and Attachments” link, complete and save the form, then upload the completed form in response to the related bid “Event Question”.

6. Grant Opportunity and General Information and Conditions

a) Grant Bid Requirements and Conditions

Please be sure to include with your bid, information on the following requirements, if applicable to your project:

Bid must meet the following minimum requirements to be eligible:

Attestation requirements

1. Practice must align with those offered through this grant opportunity – Tree Planting; Regenerative Silviculture; Forest Health Resiliency Thinning/Early Successional Habitat; Competing Vegetation Control; and/or Deer Exclosure.
2. Project must take place on 5 or more acres eligible forest land and target regeneration of a forest.
3. All projects included in the bid must be able to be completed by December 15th, 2029.
4. Identification of any rare, threatened or endangered species on the property and provide mitigation strategies in the project description and/or project template if impacted by the project using the Department’s Environmental Resource Mapper <https://gisservices.dec.ny.gov/gis/erm/>.
5. Confirm that the proposed project is not already receiving funds from another New York State or federal assistance program for the same project.
6. Confirm that a [Forester, Certified Arborist and Natural Resource Professional](#) will assist with project oversight, guidance, administration and/or implementation.

Submissions required for upload to SFS Grant Management

1. Individuals and bidding organizations that own the land the project will occur on must provide a copy of their tax bill or tax map parcel ID or deed. Companies or organizations acting on behalf of individuals or unincorporated organizations or groups who own private lands must provide a letter of agreement from the landowner supporting implementation of the project. Partners supporting the landowner and multi-party trusts must also provide a letter of agreement.

2. Provide a map clearly identifying the project area on private land (no hand-drawn maps).
3. Bidder must upload a completed practice template, with the correct fields completed for the intended practices.
4. Bidder must upload the completed Financial Workbook in Excel format.
5. Provide documentable cost estimates for project costs such as contractor letterhead, emails or screenshots.
6. If herbicides will be applied, upload an Herbicide Application Plan (Appendix 3).
7. Provide a CV for the forester or natural resource professional if they are not listed on DEC's Cooperating Forester List.
8. Provide a completed Sexual Harassment Prevention Certification form.
9. Provide a completed Executive Order No. 16 form.
10. Provide a completed Attachment G – Gender Based Violence and the Workplace Certification form.

b) Tax Implications

Funding received through a grant award may count as taxable income. Bidders / landowners are encouraged to contact their tax professional regarding any potential implications for income, property, or any other possible taxes associated with the acceptance of this grant, completion of work, and funding by New York State. Regarding sales tax, NYS cannot pay for sales tax for goods and services. A voucher will be issued to grantees for purchasing and renting project necessary goods and services.

c) Performance Based Budget

Grantees will receive payments based on successful performance of annual deliverables. Immediate submittal of receipts will not be needed to receive payment; this is not a reimbursement grant. Estimates for all work will be needed and will be used to establish the value of each performance deliverable in the Performance-based Budget. Receipts will be submitted with the annual reports.

Financial Workbook – An Excel workbook has been provided to assist bidders with the budget. Please download/save a copy of the required Financial Workbook from the Event Comments and Attachments, Comments tab and fill it outside the system for upload when complete.

Part 1: Financial Worksheet – The first part of the workbook is the Financial Worksheet which must be filled in with estimated costs for eligible expenditures. Complete all applicable fields with estimated amounts for each forestry practice budget item for each contract year.

- An example, with amounts entered for a “sample project”, has been included as the third sheet in the Excel workbook.
- A sample PDF image of the Financial Worksheet is provided in Appendix 4 of this RFA.

Part 2: Performance Based Budget Instructions – The first page of the workbook will provide instructions on completing the budget estimate and how to enter the information into your SFS submission. Bidders should include cost estimates for their projects in the second sheet “Budget Estimates”. The worksheet is broken down into the five (5) practice types and the year in which you plan on completing the work. These estimates and timeline should match the timeline included in your narrative. The second sheet, SFS Budget Properties, will automatically populate with information provided from the estimates. Bidders should input the amount of match they are contributing per year in the orange cells. Bidders will then enter the information from the Application Total and the Application Match into the SFS Budget Properties section in their application.

SFS Entries

- Performance Based Budget – Enter values from SFS Budget Properties section of the workbook into the Budget Properties section of your Bid in **SFS** using the instructions included in workbook part 2.
- Workbook Upload – After completing the Financial Worksheet fully, it is required to upload the excel file to SFS bid “Event Question” #14 Financial Workbook.
- Estimates/Quotes Upload – Written estimates that are the basis for your budget should be uploaded under SFS bid “Event Question” #15 Cost Estimates. Any narrative that helps explain the costs and their valuation should be provided in response to this event question.

Budget Categories

1. **Practice Plan and Interim Payment #1:** Issued once MCG is executed and preliminary review package is approved. Bidders selected to receive an award must submit the **Preliminary Review Package** within one (1) month of DEC approval of the funding agreement to move to the next payment phase. **The following should be included in the preliminary review package, which incorporate feedback from DEC:**
 - Final practice template, which incorporates feedback from DEC
 - Final map of the project area and practices
 - Final workplan and performance measures for the project
 - Final budget for the project

Award is based on the cost of practice planning plus estimated work related to the practices outlined in the workplan during CY 2026.

2. **Interim Payment # 2:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures (receipts, invoices with cancelled checks or bank statements, payroll, etc.). Award is based on the estimated work related to the practices outlined in the workplan during CY 2027.
3. **Interim Payment # 3:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures. Award is based on the estimated work related to the practices outlined in the workplan during CY2028.
4. **Interim Payment # 3:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures. Award is based on the estimated work related to the practices outlined in the workplan during CY2029.
5. **Final Payment:** Issued after final documentation of expenditures has been submitted, the project is inspected for success, and DEC has reviewed and approved the completion of performance measures related to **Establishment and Maintenance work** which, depending on the project, may include:
 - Follow-up treatments for control of competing vegetation (e.g. herbicide application, mowing, other mechanical control)
 - All practices must be completed prior to July 1st, 2029. This allows DEC enough time to inspect prior to the completion of the contract and process payments.

Budget categories and one deliverable Type/Description per category have been pre-filled in SFS. Bidders should use the pre-filled categories and deliverable type/descriptions to enter their amounts for Grant Funds and, if applicable, match.

A project's reasonableness of costs is a factor in the evaluation of the bid. Bidders may be contacted to adjust their project costs prior to the establishment of a contract. The budget narrative does not need to be filled within the Budget Properties section of your Bid. However, responses and narrative regarding the breakdown of costs included in the Financial Worksheet for each budget item should be provided in response to bid Event Question 15. Eligible and ineligible costs are identified in section 4 of this RFA and should be reviewed prior to entry in the Financial Worksheet.

d) Work Plan

Bidders must complete a work plan in the SFS GM that provides a clear overview of the project. Bids must include proposed project objectives, tasks associated with meeting

each objective, and the performance measures associated with each task (performance measures can include desired project outcomes or deliverables). The work plan must include anticipated time frames in meeting project objectives, tasks and deliverables. Include measures such as location of practice by stands(s), extent of treatments or tasks (acres, feet, # of trees, etc.), the person/company performing specific tasks and practices. Please provide the timeframe for tasks and practices that are scheduled for completion in the project by season and/ or year. Describe supplies and equipment being used to complete project. Include details about the procurement of trees, supplies and equipment. Include all deliverables (project and financial) in the Objectives, Tasks and Performance Measures and these will be the basis for ongoing Progress Reports.

e) Debriefing Request

In accordance with section 163 of the NY State Finance Law, DEC must, upon request, provide a debriefing to any unsuccessful offeror that responded to the Program Overview, regarding the reasons that the proposal or bid submitted by the unsuccessful offeror was not selected for an award. An unsuccessful offeror wanting a debriefing must request a debriefing in writing, within fifteen calendar days of receipt of the notice that their proposal did not result in an award to, Regenerate NY, DEC Albany: regenerateNY@dec.ny.gov.

Debriefings requested after fifteen calendar days may be denied.

f) Protest Procedure

DEC does not have a formal protest procedure; therefore, a bidder may file an initial protest with OSC's Bureau of Contracts (BOC) after the Department has made a contract award. The protest must be in writing and filed with BOC within ten business days of notice of the contract award or if a debriefing has been requested by the interested party, within five business days of the debriefing (whichever is later). If the interested party is not provided with notice of the contract award, the interested party may file a protest with BOC at any time after the contract award and prior to the Comptroller's final action on the contract.

Formal protests concerning a pending contract award must be received within five (5) business days after the protesting party knows or should have known of the facts that constitute the basis of the formal protest.

The protest must be filed with:

Bureau Director
at bidprotests@osc.ny.gov or
Bureau of Contracts
New York State Office of the State Comptroller
110 State Street, 11th Floor.
Albany, NY 12236

g) Department of Environmental Conservation Oversight

The Department of Environmental Conservation reserves the right to:

- Award additional and available funding for eligible projects consistent with this grant opportunity.
- Provide partial awards for one or more projects upon bid application review; including the right to reject one or more costs within a bid and/or one or more projects submitted within a multi-project bid based on the proposed work plan and ineligible project-related costs, at the Department's discretion.
- Substitute tree material itemized in bid applications with equivalent tree material acquired, grown or otherwise obtained by the Department.
- Award an agreement for any or all parts of the Bid Document in accordance with the method of award or withdraw of the Bid Document at any time at the Department's sole discretion.
- Award only one bid for funding in the event there are multiple bid submissions for a single project or for pieces of a single project.
- Award to the next eligible bid in the event bidder fails to negotiate a grant contract with the Department within 60 days of a grant award.
- Monitor the progress of all grant awards and withdraw grant funding if the bidder fails to make significant and timely progress on the project or fails to receive the necessary permissions and permits for the project.
- Refuse to fund projects that are determined to be inconsistent with NYS's Smart Growth Public Infrastructure Policy Act.
- Refuse to fund projects that are determined to be inconsistent with the Climate Change Leadership and Community Protection Act or its' implementing regulations.
- Reject any or all bids in response to the Bid Document at the agency's sole discretion.
- Reach out to Bidders for clarification on bids received.

h) Sexual Harassment Prevention Certification

State Finance Law §139-I requires all bidders of grant funding to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training (that meets the Department of Labor's model policy and training standards) to all its employees.

Where applying for grant funding is required pursuant to statute, rule or regulation, every bid submitted to the state or any public department or agency of the state must contain the following statement: "By submission of this bid, each bidder and each person signing on behalf of the bidder certifies, and in the case of a partnering bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its

employees. Such policy shall, at a minimum, meet the requirements of section two hundred one g of the labor law.”

Bids that do not contain the certification will not be considered for award; provided however, that if the Bidder cannot make the certification, the Bidder may provide a signed statement with their bid detailing the reasons why the certification cannot be made. After review and consideration of such statement, the Department may reject the bid or may decide there are sufficient reasons to accept the bid without such certification.

ALL Bidders must download the form from the SFS bid “Event Comments and Attachments” link, complete and save the Sexual Harassment Prevention Certificate form, prior to uploading the completed form as an attachment to SFS bid Event Question 19. The certification form must be signed by an authorized staff of the contractor, and dated after the application start date.

i) Executive Order 16

Executive Order No. 16 provides that “all Affected State Entities are directed to refrain from entering into any new contract or renewing any existing contract with an entity conducting business operations in Russia.” The complete text of Executive Order No. 16 can be found at <https://www.governor.ny.gov/executive-order/no-16-prohibiting-state-agencies-and-authorities-contracting-businesses-conducting>. The Executive Order remains in effect while sanctions against Russia imposed by the federal government are in effect. Accordingly, vendors who may be excluded from award because of current business operations in Russia are nevertheless encouraged to respond to solicitations to preserve their contracting opportunities in case the sanctions are lifted during a solicitation or even after award in the case of some solicitations. As defined in Executive Order No. 16, an “entity conducting business operations in Russia” means an institution or company, wherever located, conducting any commercial activity in Russia or transacting business with the Russian Government or with commercial entities headquartered in Russia or with their principal place of business in Russia in the form of contracting, sales, purchasing, investment, or any business partnership. Vendors responding to this solicitation are required to complete and submit the form entitled “Certification Under Executive Order No. 16 Prohibiting State Agencies and Authorities from Contracting with Businesses Conducting Business in Russia”.

ALL Bidders must download the form from the SFS bid “Event Comments and Attachments” link, complete and save the Executive Order No. 16 Certification form and upload to SFS bid “Event Question” 20. The certification form must be signed by an authorized staff of the contractor, and dated after the application start date.

j. Gender-Based Violence and the Workplace Certification

State Finance Law §139-m requires bidders on state procurements to certify that they have a written policy addressing gender-based violence and the workplace and have provided such policy to all of its employees, directors and board members. Such policy shall, at a minimum, meet the requirements of subdivision 11 of section five hundred seventy-five of the executive law.

Where competitive bidding is required pursuant to statute, rule or regulation, for work or services performed or to be performed or goods sold or to be sold, every bid made to the state or any public department or agency of the state must contain the following statement:

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing gender-based violence and the workplace and has provided such policy to all of its employees, directors and board members. Such policy shall, at a minimum, meet the requirements of subdivision 11 of section five hundred seventy-five of the executive law.”

Bids that do not contain the certification will not be considered for award; provided however, that if the bidder cannot make the certification, the bidder shall provide a signed statement with their bid detailing the reasons why the certification cannot be made. After review and consideration of such statement, the Department may reject the bid or may decide that there are sufficient reasons to accept the bid without such certification.

Bidders are required to sign and submit the Gender-Based Violence and the Workplace Certification form, (Attachment G) If the bidder cannot make the certification then a signed statement must be submitted with the bid detailing the reasons why the certification cannot be made. The certification form must be signed by an authorized staff of the contractor, and dated after the application start date.

k) SEQRA and Permits

The bidder is responsible for assuring that any SEQR determinations, permits, approvals, lands, easements, and rights-of way that may be required to carry out the activities of the project are obtained, if necessary.

l) Letters of Permission

If applicable to your project. The bidder must own the property, or obtain an applicable access agreement, for the proposed project site.

- If the property is owned by the bidder– a copy of the current deed, or recent tax bills or ability to provide tax map parcel id number.
- If the property is not owned by the bidder– a formal written agreement between the bidder and landowner which allows the bidder access to the property, and represent the landowner, to accomplish the proposed project.

m) Federal Requirements

Any landowners receiving a payment through participation in a project awarded under this opportunity are considered contractors for purpose of the federal Notice of Funding Opportunity No. 25-DG-11132544-032: USDA Forest Service Forest Landowner Support

Initiative, Landowner Cost Share Payment Program and must meet the following requirements:

1. The bidder agrees to comply with **Attachment A-3 Federal Terms and Conditions**. For more information on the Federal Attachment A-3 Terms and conditions, please visit DEC's webpage <https://dec.ny.gov/nature/forests-trees/private-forest-management/regenerate-new-york-grant-program>

Appendix 10 - Bidder Advisory is also included with this bid document. It is a list intended to summarize and highlight requirements in the Federal Terms & Conditions that carry through to the Contractor. However, no separate advisory, summary, or list shall take precedence over the complete terms and conditions incorporated via Attachment A-3.

2. The following may be required for submittal after award, but before contract execution and project implementation: Submittal of additional information about the project and landowner including, but not limited to demographic information, motivation for the project, and previous funding and experience.
3. The following forms will be required to be submitted before grant contract execution:
 - a. AD-1048 Certification regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion,
 - b. USDA Part 418, Appendix A, Certification Regarding Lobbying, (over \$100,000),
 - c. USDA Part 418, Appendix B, Disclosure Form to Report Lobbying; (over \$100,000),
 - d. MWBE Good Faith Policy Statement, required for Federally funded contracts over \$10,000.
4. Prior to grant contract execution, the Department will ensure that no contract award is made to parties (either an individual bidder or a bidder organization's principals) listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

n) Long-Term Support and Benefits

Eligibility Review: Proposed projects must include long-term support and promote future benefits to pass eligibility review in the evaluation of their bid. Projects should demonstrate long-term sustainability, durability, monitoring, and maintenance. Uploading supporting documentation is optional, but encouraged, to substantiate these claims.

The bidder must demonstrate how the proposed plan/project will ultimately be implemented or adopted after completion. For SFS bid “Event Question” 8, identify and describe how implementation/adoption will be attained. Training to help people utilize the proposed plans, designs or guidance may be included and is encouraged where applicable.

Landowner Commitment: The Bidder must maintain the project for at least 10-years following project approval and final sign off. In the event that land ownership must change for an unforeseen, unavoidable circumstance within this 10-year period, the landowner is expected to comply with the following requirements:

- a. The Grantee and/or landowner agrees to notify the Department prior to entering into any Real Property Sales Agreement or any other contract for landowner to otherwise quit ownership.
- b. The landowner may transfer maintenance responsibilities via contract assignment agreement. The assignment agreement must receive prior approval by the Division of Lands and Forests, be signed by an agency-authorized signatory, approved by the Attorney General's office, and sent to the Comptroller’s Bureau of Contracts for OSC approval, if the contract was originally approved by OSC.
- c. Should the new landowner not agree to adopt maintenance responsibilities, this must be documented in writing and submitted to the Department.

7. Method of Award

Eligible applications will be awarded in date and time order as received in SFS Grants Management. Prior to award, applications will be reviewed for eligibility criteria and the applicant will be contacted by Regenerate NY program staff, and a field visit will be organized to view the property and project area, in order to complete the eligibility review. If successful, the applicant will receive an Award letter by email.

Ineligible Projects - Bidders whose bids are determined to be **ineligible** will be notified in writing via email regarding why the project failed eligibility review. As long as time and money remain available, the applicant can submit a revised bid which will have a new date and time received.

Concurrent Bid Tracking - Applications will be stamped with date and time in SFS under both opportunities (Large and Small Budget Projects) continuously.

Limit on Small Budget Projects Opportunity - The total amount of bids received under both opportunities will be maintained. While Small Budget Projects are limited to \$1 million, there is no cap on Large Budget Projects. If at any time the total of eligible bids received for Large + Small Budget Projects exceeds available funding, both

opportunities will be closed. Total Large Budget Projects may exceed \$4,080,000 if small budget projects do not reach the \$1 million cap.

Priority Projects - In addition, \$500,000 within each opportunity, will be set aside for award to priority projects as defined in this RFA. If the amount of funding requested by all bidders exceeds \$4,080,000, awards over this threshold to bidders other than priority projects, will be suspended until March 10th, 2026. After that date, these funds will no longer be reserved and projects not identified as priority projects will be allowed to apply for the remainder of the funds.

Limit on Forest Health Resiliency Practice Type - As projects are awarded, a tally of funding awarded under the Forest Health Resiliency Thinning practice will be maintained. The last project to be awarded funds for this practice will be the one that raises the tally to equal or greater than \$1 million. It will be fully awarded, not reduced. Any following bids that include Forest Health Resiliency Thinning project expenses will be subject to removal of this practice or may be held until March 10th, 2026. Projects that go over the initial cap of funding allocation will be notified in writing that the current practice is not currently eligible for funding. Bidders must then notify DEC within two business days of how they intend to proceed with the application. After March 10th, 2026, this limit will be removed.

Funds Dedicated to Planting Practice - Up to \$1,000,000 from the EPF Climate Change Mitigate and Adaption Program will be set aside only for large scale reforestation and afforestation “planting” projects and its associated practice expenses. Monies associated with this practice will draw from this pool until the funds have been exhausted. If the \$1,000,000 is exhausted before the remainder of the federal dollars have been spent, then additional “planting” projects will be applied to the federal funding. These funds will be available through both award phases.

Award Phases – The award process will be conducted under two separate phases. Phase 1 will conclude on March 10th, 2026. Funding set aside for priority projects will no longer be set aside and the forest health resiliency thinning limit will be removed after the conclusion of Phase 1. All eligible bids received by this date will be assembled in a procurement package to be routed for review by the Office of the State Comptroller and establishment of grant contracts for work beginning in May 2026.

Phase 2: If all available funds have not been awarded in Phase 1, bids will continue to be accepted until August 31, 2026, or until all available funds are exhausted. In Phase 2, bids received but non-awarded due to the priority project set-aside or the Forest Health Resiliency Thinning limit will be returned to the top of the queue in the order they were received.

Tree Material – DEC may substitute tree material itemized in bid applications with equivalent tree material acquired, grown or otherwise obtained by DEC. Substitutions will be made prior to contract award. To the greatest extent practicable, substitutions will

only be applied to bids that include the largest quantity of trees and bidders that mutually agree to the substitution. In such instances, DEC may arrange to provide such tree material in lieu of the grantee's purchase of such material, consistent with the grant work plan. For example:

- Trees may be obtained by the grantee but may be selected for funding by a third party under a separate agreement with DEC. In this case, the grant contract will not cover the cost of trees and the grantee will be reimbursed by the third party for the purchase of trees, however, the grant contract will continue to govern the installation of the trees and all other aspects of the project.
- Trees may be obtained by DEC under a direct contract with a private tree nursery.
- Trees may be grown by the NY State Tree Nursery

Tree material provided by DEC shall be subject to inspection and approval by the Grantee upon delivery, after which the Grantee shall assume full responsibility for tree planting, care, condition, and survival in accordance with RFA requirements for tree seedling survival.

Tie Breaker – In case of a tie on SFS submission date and time, award will be made to the eligible bidder who meets funding priority, then projects with the larger acreage applied for regeneration purposes

Please do not wait until the final days of the application term to submit bids/applications.

8. Grant Program Payment

Once all applicable State agencies approve the Master Contract for Grants (MCG), State funds will be disbursed on the basis of satisfactory performance of contract requirements resulting in earned payments.

Project costs eligible for payment and project match must be incurred between the MCG term start and end dates. Costs incurred prior to the MCG term start date or after the MCG term end date will not be considered eligible for structured payment advances or match. Copies of supporting cost documentation (paid invoices, receipts, cancelled checks, etc.) must be audited and approved by the DEC annually and at the end of the project for the annual and final withholding to be approved.

Grantees submit the Fillable Payment Request annually, as detailed below in order to receive performance-based payments. All inspections for the annual work period must be completed prior to submission of the annual payment request. **The annual due date for payment request will be December 15th.** Inspections may occur at any time throughout the year, dependent on practice tasks and season. Multiple regional DEC Forester inspections for tree planting and competing vegetation control are likely to be required for final approval. A period of up to 30 days is needed to schedule a regional DEC forester.

Payment Structure

6. **Contract Approval and Interim Payment #1:** Issued once MCG is executed and preliminary review package is approved. Bidders selected to receive an award must submit the **Preliminary Review Package** within one (1) month of DEC approval of the funding agreement to move to the next payment phase. **The following should be included in the preliminary review package, which incorporate feedback from DEC:**
 - Final practice template, which incorporates feedback from DEC
 - Final map of the project area and practices
 - Final workplan and performance measures for the project
 - Final budget for the projectAward is based on the cost of practice planning plus estimated work related to the practices outlined in the workplan during CY 2026.
7. **Interim Payment # 2:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures (receipts, invoices with cancelled checks or bank statements, payroll, etc.). Award is based on the estimated work related to the practices outlined in the workplan during CY 2027.
8. **Interim Payment # 3:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures. Award is based on the estimated work related to the practices outlined in the workplan during CY2028.
9. **Interim Payment # 4:** Issued after DEC has reviewed and approved the annual progress report and documentation of expenditures. Award is based on the estimated work related to the practices outlined in the workplan during CY2029.
10. **Final Payment:** Issued after final documentation of expenditures has been submitted, the project is inspected for success, and DEC has reviewed and approved the completion of performance measures related to **Establishment and Maintenance work** which, depending on the project, may include:
 - Follow-up treatments for control of competing vegetation (e.g. herbicide application, mowing, other mechanical control)
 - All practices must be completed prior to July 1st, 2029. This allows DEC enough time to inspect prior to the completion of the contract and process payments.

Status of the completion of work during each annual work period will be evaluated from the progress report and inspections from DEC Foresters. If work has not been completed or was not done to satisfactory conditions, that had been awarded during the previous Interim Payment cycle, DEC reserves the right to withhold future funds until the project activities have been brought in-line with the workplan schedule.

15% of the annual interim payment will be withheld until the completion of the associated deliverables. These funds will be dispensed upon review of the annual report, including documentation of expenditures. 10% of the total cost of the project will be withheld until final project sign-off. The remainder of the project cost will be balanced with the final payment following inspection from a DEC Forester and submission of supporting documents.

9. Grant Program Reporting

Semi-Annual Progress Reports must be submitted in SFS GM in narrative form, no later than 30 days from the end of the period. The reports will summarize how the project progressed toward meeting project objectives and deliverables during the respective period.

- The first progress report will be due six months after the Contract Term Start Date and will incorporate all activity from the MCG term date through the close of the first six months. Details of plans for the following six months can also be included.
- Projects already receiving funds from another NYS or Federal assistance grant program are not eligible to receive funding for the same project activities identified in this Bid Document.
- Annual Expenditure Reports, detailed by object of expense as defined in the bidder's Financial Workbook, must be submitted by December 15th. These reports must be submitted within the Fillable Payment Request PDF package which is provided by DEC.
- A DEC inspection will be required to confirm all work was completed in accordance with the approved project work plan.

A final report must be submitted in SFS GM and approved by DEC prior to the release of the final grant payment to the Grantee. The Contractor must submit the final report no later than 60 days after the end of the contract term. The final report should detail all aspects of the program and summarize how the use of grant funds was utilized in achieving the goals set forth in the approved MCG or C Work Plan.

Tree Tracker

Grant recipients who are planting trees must report the total number of trees planted as a result of their funded project utilizing the 25 Million Trees Initiative's online Tree Tracker tool, which can be found at <https://survey123.arcgis.com/share/486772938dfd43d1bacd35250afc06f1>. Recipients will be expected to enter the total number of trees planted, the location of planted trees, the start/end dates of the planting efforts associated with their project, the species of trees planted, the size of the trees planted (seedlings, saplings, young trees, or mature trees) and where plant material was sourced from (a nursery, etc).

10. What to Expect If You Receive an Award

a. Notification of Award

Bidders selected to receive a grant award will be notified by email and in an official Department award letter. SFS Grants Management will also provide you with an award status.

IMPORTANT NOTE: By accepting an award, the bidder agrees to abide by all Master Contract for Grants (MCG) terms and conditions. Any changes to the terms and conditions will not be accepted and may affect bidder's award.

b. State of New York Master Contract for Grants (MCG)

Bidders selected to receive a grant award will be required to execute an MCG within 60 - 90 days from the time of their award notification. Failure to submit timely required MCG documents could cause a bidder to lose their grant award. Bidders should review and be prepared to comply with all MCG terms and conditions should grant funding be awarded.

- MCG Grants Face Page
- MCG Standard Terms and Conditions (NYS standard terms and conditions)
- Appendix A – Statewide Terms and Conditions
- Attachment A-1 Agency Specific Terms and Conditions
- Attachment A-2 Program Specific Terms and Conditions
- Attachment A-3 Federal Terms and Conditions
- Attachment B-1 Performance Based Budget (project expense categories and detail)
- Attachment C Work Plan (project objectives, tasks and performance measures)
- Attachment D Payment and Reporting Schedule (claims for performance-based payments and grant reporting provisions)

IMPORTANT NOTE: Project related costs must be incurred within the term of the MCG to be considered eligible for funding. Contract payments will not be approved or processed by the DEC until a MCG is fully approved by the DEC, and as applicable the Attorney General and the State Comptroller. All contracts must be approved by the contract start date of which will be determined at the time of an official award.

Bidders (referred to as “Contractor” following award of Grant Contract) Should Be Prepared to Comply with the Following MCG Requirements:

I. Insurance Requirements

Contractor will be required to carry appropriate insurance as specified in the MGC or LOA, Attachment A-1 Agency Specific Terms and Conditions, and agree that each project consultant, project contractor and project subcontractor secures and delivers to the contractor appropriate policies of insurance issued by an insurance company

licensed to do business in the State of New York. Policies must name the contractor as an additional insured, with appropriate limits, covering contractor's public liability and property damage insurance, contractor's contingency liability insurance, "all-risk" insurance and workers compensation/disability benefits coverage for the project.

II. Permit Requirements (if applicable)

Contractors agree to obtain all required permits, including but not limited to, local, state and federal permits prior to the commencement of any project related work. The Contractor agrees that all work performed in relation to the project by the Contractor or its agents, representatives, or contractors will comply with all relevant federal, state and local laws, rules, regulations and standards, zoning and building codes, ordinances, operating certificates for facilities, or licenses for an activity.

III. State Environmental Quality Review (SEQR) Documentation

With respect to the project, the Contractor certifies that it has complied and shall continue to comply with all requirements of the State Environmental Quality Review Act (SEQRA). The Contractor agrees to provide all environmental documents as may be required by DEC. The Contractor has notified, and shall continue to notify, DEC of all actions proposed for complying with the environmental review requirements imposed by SEQRA.

c. Vendor Responsibility Questionnaire

Not-For-Profit contractors and/or subcontractors are subject to a vendor responsibility review by the State to ensure public dollars are being spent appropriately with responsible contractors. A vendor responsibility review may include a contractor and/or subcontractor to present evidence of its continuing legal authority to do business in NYS, integrity, experience, ability, prior performance, and organizational and financial capacity. To enroll in and use the NYS VendRep System, see the VendRep System instructions, or log in at <https://onlineservices.osc.state.ny.us>.

d. Iran Divestment Act

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. By entering into a Contract, the Contractor certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additional detail on the Iran Divestment Act can be found in the MCG, Attachment A-1 Program Specific Terms and Conditions.

e. Minority and Women Business Enterprise (MWBE) and Equal Employment Opportunity (EEO) Requirements

The Department is required to implement the provisions of New York State Executive Law Article 15-A and 5 NYCRR Parts 142-144 (MWBE Regulations) for all State

contracts with a value (1) in excess of \$25,000 for labor, services, equipment, materials, or any combination of the foregoing or (2) in excess of \$100,000 for real property renovations and construction.

Bidders subject to executing a future NYS Master Contract for Grants (MCG) agree, in addition to any other nondiscrimination provision of the MCG and at no additional cost to the Department, to fully comply and cooperate with the Department in the implementation of New York State Executive Law Article 15-A. These requirements include Equal Employment Opportunities (EEO) for minority group members and women and contracting opportunities for certified Minority and Women Owned Business Enterprises (MWBEs). Contractor's demonstration of Good Faith Efforts (GFEs) pursuant to 5 NYCRR §142.8 shall be a part of these requirements. These provisions shall be deemed supplementary to, and not in lieu of, the nondiscrimination provisions required by New York State Executive Law Article 15 (the "Human Rights Law") or other applicable federal, state or local laws.

Failure to comply with MWBE and EEO requirements may result in a Department finding of non-responsiveness, non-responsibility and/or a breach of contract, leading to the withholding of funds or such other actions, liquidated damages, or enforcement proceedings.

Please refer to the NYS MCG - Article IV (J) and Attachment A-1 Program Specific Terms and Conditions - Article X, to review MWBE and EEO requirements.

- The local government is responsible for designating someone to serve as their Affirmative Action representative. The governing body should make this designation through official means.
- A list of certified MWBE enterprises can be obtained via the internet from the NYS Department of Economic Development at <https://ny.newnycontracts.com/FrontEnd/searchcertifieddirectory.asp>

MWBE reporting for Department of Environmental Conservation contracts must now be completed using the New York State Contract System (NYSCS). <https://ny.newnycontracts.com/>.

All contracts of \$25,000 or more will be assessed for MWBE goals. Contracts which meet the established MWBE-EEO thresholds require the Contractor to submit the Utilization Plan prior to the execution of the contract and Monthly Compliance Audits in the NYSCS after the contract is executed. To submit the required MWBE Utilization Plan, log-in to NYSCS and access the Utilization Plans section displayed on the user dashboard. Plans requiring action will be displayed in red.

All contractors shall complete an Equal Employment Opportunity (EEO) Policy Statement and Staffing Plan form and submit it prior to the execution of the contract.

For more information regarding MWBE compliance and reporting guidelines, and to download required forms, please visit <https://www.dec.ny.gov/about/61016.html#MWBE>.

The following MWBE "Fair Share" goals are established as follows:

- Minority and Women Owned Business Enterprise (MWBE) Overall Participation Goals:
 - Construction/Engineering – up to 0%
 - Commodities – up to 0%
 - Services/Technologies –up to 0%

DEC MWBE Compliance Unit
 NYS Department of Environmental Conservation
 Bureau of Contract and Grant Development/MWBE Program
 625 Broadway, 10th Floor.
 Albany, New York 12233-5028
 Mwbe@dec.ny.gov
 Phone: (518) 402-9240
 Fax: (518) 402-9023

f. Service-Disabled Veteran-Owned Business (SDVOB) Participation Requirements

The Department is required to implement the provisions of New York State Veteran’s Law Article 3. The contractor must make Good Faith Efforts to subcontract a goal of 0% of the contract amount to New York State Certified Service-Disabled Veteran-Owned Businesses (SDVOBs), for purposes of providing meaningful participation by SDVOBs.

The contractor is required to complete and submit a SDVOB Utilization Plan detailing how the contractor intends to meet the SDVOB goal. In addition, the contractor must complete and submit quarterly compliance reports detailing the amount spent on SDVOBs in the previous quarter. In addition, all forms and guidance can be located at; [Division of Service-Disabled Veterans' Business Development Compliance and Reporting | Office of General Services \(ny.gov\)](#). Please contact the Department’s SDVOB compliance staff with any questions at:

DEC SDVOB Compliance Unit
 NYS Department of Environmental Conservation
 Bureau of Contract and Grant Development/SDVOB Program
 625 Broadway, 10th Floor.
 Albany, New York 12233-5028
SDVOB@dec.ny.gov
 Phone: (518) 402-9240

g. Procurement of Contractors/Subcontractors

Not-for-profit corporations must follow procurement policies that ensure prudent and economical use of public money. Failure to comply with these requirements could jeopardize full payment of your approved eligible project costs.

h. Americans With Disabilities Act

In the event the monies defined herein are to be used for the development of facilities, outdoor recreation areas, transportation or written or spoken communication with the public, the Contractor shall comply with all requirements for providing access for individuals with disabilities as established by Article 4A of the New York State Public Buildings Law, Americans with Disabilities Act, and relevant sections of the New York State Uniform Fire Prevention and Building Code. Standards for certain Recreation Facilities are found in the 2010 ADA Standards for Accessible Design while others are found in the Architectural Barriers Act Accessibility Guidelines for Outdoor Recreation Areas <https://www.access-board.gov/guidelines-and-standards>.

i. Diesel Emissions Reduction Act 2006

In 2007, New York State passed legislation establishing the Diesel Emissions Reduction Act 2006 (DERA). This Act amended the Environmental Conservation Law (ECL) by adding Section 19-0323 which requires the use of best available retrofit technology (BART) and ultra-low sulfur diesel fuel (ULSD) for heavy duty vehicles owned or operated by, including on behalf of, state agencies and state or regional public authorities. The Department has promulgated regulations (6 NYCRR Part 248) to provide guidance on provisions of the law. The regulations may be found on the Department's website at <http://www.dec.ny.gov/regs/2492.html>.

If applicable, the contractor must comply with the specifications and provisions of ECL Section 19-0323 and 6 NYCRR Part 248, which require the use of BART and ULSD, unless specifically waived by the Department. Qualifications for a waiver under this law are the responsibility of the Contractor.

11. Inquiries, Designated Contact Information, and Webinar Registration

For general information on completing this bid and for clarification of bid requirements, contractual terms and procedures, contact:

**DEC Regenerate NY Program Coordinator,
Private Lands Services
Contact Information: RegenNY@dec.ny.gov**

Include “**2026 Regenerate NY**” in the subject line of the email. Questions regarding this grant opportunity will be accepted by the Department until Thursday, August 27, 2026. All questions, and answers, will be uploaded in the Grants Management System bid event for all bidders to view.

For technical information regarding the Grants Management Bid Event, direct questions to:

NYS SFS Grants Management

Email: helpdesk@sfs.ny.gov

Phone: 855-233-8363 toll-free | 518-457-7717

Include “**2026 Regenerate NY**” in the subject line of the email. Questions regarding this grant opportunity will be accepted by the Department until Thursday, August 27, 2026. All questions, and answers, will be uploaded in the Grants Management System bid event for all bidders to view.

Webinar Information:

Webinar topic: Regenerate NY Forestry Cost Share Program Round 5

Date and time: Tuesday, February 3, 2026 10:00 AM | (UTC-05:00) Eastern Time (US & Canada)

Register link: <https://meetny.gov.webex.com/weblink/register/r01f46a93d30098e81e470a46b0cc3d04>

Webinar number: 2821 156 7580

Webinar password: welcome1 (93526631 when dialing from a phone or video system)

Join by phone: +1-415-527-5035 United States Toll

Access code: 2821 156 7580

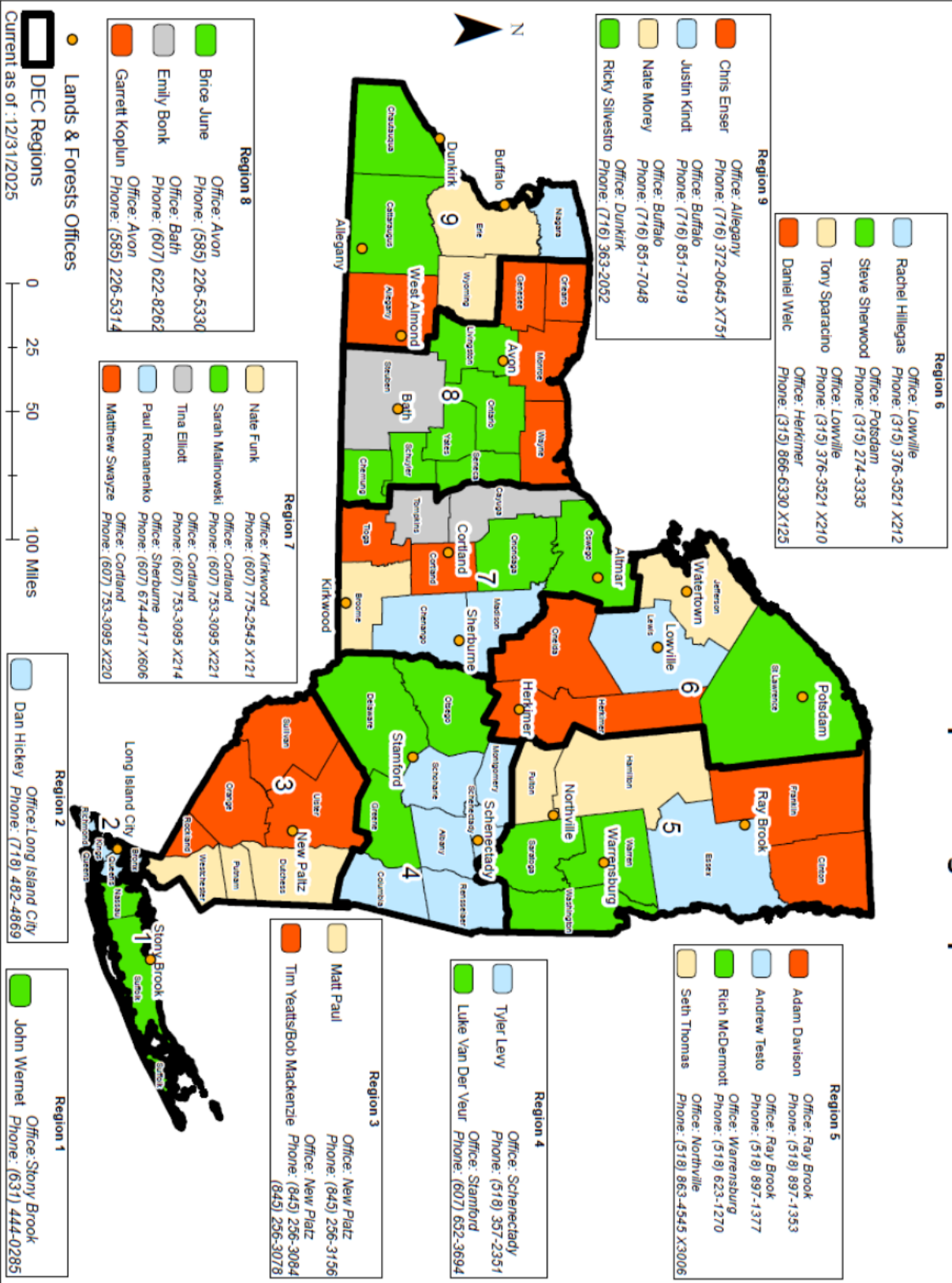
APPENDIX 1 – NYS DEC Service Foresters

The following people can provide professional guidance and provide work plan assistance in a geographic area.

<https://dec.ny.gov/nature/forests-trees/private-forest-management/dec-stewardships-forester-coverage>

Forester	Email	Phone	Office
Region 1			
John Wernet	john.wernet@dec.ny.gov	(631) 444-0285	Stony Brook
Region 2			
Dan Hickey	Daniel.hickey@dec.ny.gov	(718) 482-4869	Long Island City
Region 3			
Bob Mackenzie	robert.mackenzie@dec.ny.gov	(845) 256-3078	New Paltz
Matt Paul	matthew.paul@dec.ny.gov	(845) 256-3156	New Paltz
Timothy Yeatts	timothy.yeatts@dec.ny.gov	(845) 256-3084	New Paltz
Region 4			
Tyler Levy	tyler.levy@dec.ny.gov	(518) 357-2351	Schenectady
Luke Van Der Veur	luke.vanderveur2@dec.ny.gov	(607) 652-3694	Stamford
Region 5			
Seth Thomas	seth.thomas@dec.ny.gov	(518) 863-4545 X3005	Northville
Rich McDermott	rich.mcdermott@dec.ny.gov	(518) 623-1270	Warrensburg
Adam Davison	adam.davison@dec.ny.gov	(518) 897-1353	Ray Brook
Andrew Testo	andrew.testo@dec.ny.gov	(518) 897-1377	Ray Brook
Region 6			
Dan Welc	dan.welc@dec.ny.gov	(315) 866-6330 X125	Herkimer
Tony Sparacino	tony.sparacino@dec.ny.gov	(315) 376-3521 X210	Lowville
Rachel Hillegas	rachel.hillegas@dec.ny.gov	(315) 376-3521 X212	Lowville
Steve Sherwood	steve.sherwood@dec.ny.gov	(315) 274-3335	Potsdam
Region 7			
Tina Elliott	christine.elliott@dec.ny.gov	(607) 218-3800	Cortland
Matt Swayze	matthew.swayze@dec.ny.gov	(607) 753-3095 X220	Cortland
Sarah Malinowski	Sarah.malinowski@dec.ny.gov	(607) 753-3095 X221	
Nate Funk	nathan.funk@dec.ny.gov	(607) 775-2545 X121	Kirkwood
Paul Romanenko	paul.romanenko@dec.ny.gov	(607) 674-4017 X606	Sherburne
Region 8			
Gary Koplun	garrett.koplun@dec.ny.gov	(585) 226-5314	Avon
Brice June	Brice.june@dec.ny.gov	(585) 226-5330	Avon
Emily Bonk	Emily.bonk@dec.ny.gov	(607) 776-2165	Bath
Region 9			
Chris Enser	chrisenser@dec.ny.gov	(716) 372-0645 X751	Allegany
Ricky Silvestro	richard.silvestro@dec.ny.gov	(716) 372-0645 X754	Allegany
Justin Kindt	justin.kindt@dec.ny.gov	(716) 851-7019	Buffalo

NYS DEC Forest Stewardship Coverage Map



APPENDIX 2 – Bid Submission Checklist

Be sure to upload the following items with your bid to avoid disqualification:

- Tax map parcel ID or tax bill or deed
- Letter of agreements (for bids where the bidder is not the landowner, partnerships, and trusts))
- Map and photos clearly identifying the project area
- Completed project template
- Completed financial workbook
- Cost estimates for project costs, such as contractor letterhead, emailed quotes or screenshots
- Herbicide Plan (if being applied)
- CV of forester or natural resource professional (if not on DEC's Cooperating Forester List and/or who are qualified to write 480a plans and submit prescriptions)
- Sexual Harassment Prevention Certification
- Executive Order No. 16
- Attachment G Gender Based Violence and the Workplace Certification

The following will be completed within the SFS system as part of the application process

- Bid attestations and answers to eligibility questions
- Work Plan
- Performance-based budget

The following will be required for submittal after award, but before project implementation

- Insurance – requirements will be supplied
- MWBE/SDVOB Policy Statement and EEO Staffing Plan – forms will be supplied
- AD-1048 Certification regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - form will be supplied
- Federal Lobbying Certification and Disclosure (over \$100,000) – forms will be supplied

APPENDIX 3 – Herbicide Application Plan Template

NYS Pesticide Applicator Certification #: (1 letter and 7 digit code)

Project Description:

Required/Recommended Herbicides & Required Timing of Application:

The target vegetation will be treated by the Landowner/Contractor with the specified herbicides according to the schedule in the table below:

Target Vegetation	Application Method	Product Used	EPA Registration No.	Allowable Application Dates

Comparable herbicide products using the same active ingredients as those specified above and approved for forestry use as described below may also be used. The Landowner/Contractor may choose the most suitable application method, subject to DEC review and concurrence. Additional or alternative herbicides or application methods must be documented in the Pesticide Application Record of Concurrence discussed above.

Safety Procedures/Personnel

Application of herbicides must be done according to the label (labels attached) and manufacturer's safety instructions and in compliance with State regulations. If the Landowner desires to hire a contractor to complete the herbicide application, the Contractor shall be a registered pesticide business that is currently registered with the NYS DEC and employs a certified applicator/technician in the appropriate category (i.e., Category 2). A pesticide applicator/technician who is a holder of a N.Y.S. Commercial Applicator Permit (Category 2) must be present during the spraying operation.

Application of herbicide outside of the time periods described above is not recommended; however, the DEC may consider exceptions on a case-by-case basis. Spraying outside of the above date ranges shall not occur without prior approval of the DEC. The Contractor shall assume all risk for working outside of the above date ranges. Other modifications to this control plan shall not be made without prior approval of the DEC.

Proposed Application Method:

The contractor shall also notify the DEC after application is complete.

Application methods may include foliar, cut stump, and cut frill or stem injection, commonly known as "hack and squirt".

Foliar herbicide applications will be applied by the Contractor using backpack sprayers according to the product label and manufacturer's safety instructions. Foliar applications shall be applied to the target vegetation uniformly throughout the area on a spray-to-wet basis but not to the point of runoff.

Hack and squirt or cut-stump applications of herbicide must include a suitable dye in the herbicide mixture to ensure that the treated areas are readily visible.

All of the designated area must be treated uniformly and after the herbicide application, at least 80% or more of the target vegetation stems must be dead. The effectiveness of the herbicide application will be evaluated by the DEC after June 15th during the following growing season through the use of six-foot radius sample plots. Fern and woody species will be evaluated separately for effectiveness of the herbicide application. If the goal is not obtained after the first treatment, an additional herbicide application will be required. A contract extension will be required if the herbicide evaluation time period extends beyond the term of the contract. The Contractor will be required to file an extension to the contract if there is not sufficient time remaining in the original contract to properly evaluate the effectiveness of the application and to conduct any secondary herbicide application. Failure to do so may result in the forfeiture of all or part of the performance bond.

Weather/Treatment Conditions:

To ensure the effectiveness of foliar applications, herbicide spraying shall only take place when the foliage is dry. Herbicide spraying shall not take place when rainfall is expected within 12 hours before or after application, during times when the temperature is below 68 degrees Fahrenheit, or when winds are gusty or exceed 10 miles per hour. The herbicide spraying shall be done in a manner, such that drifted herbicide does not impact adjacent private land.

No herbicide application may take place when the Palmer Drought Index drops below negative two (-2). The Palmer Drought Index map is available on the internet at:

https://www.cpc.ncep.noaa.gov/products/monitoring_and_data/drought.shtml. Scroll down to and select: Palmer Drought Severity Index Graphic (current). The DEC may allow or prohibit spraying if local conditions differ from the Palmer Drought Severity Index.

Need a Contractor with a NYS Commercial Pesticide Certified Applicator or Technician?

<https://www.dec.ny.gov/nyspad/?0>

APPENDIX 4 – Financial Worksheet and Performance Based Budget Example

RNY Financial Workbook - Regenerate New York

Landowner Name: Natural Resource Professional	RNY Landowner		Name of Bidder (if different)		
	RNY Forester				
Practice Acres				Cash	In-kind
Reforestation/Afforestation		90	Landowner Match (10%)	50.00%	50.00%
Regeneration Silviculture		10			
Forest Health Resiliency Thinning					
Competitive Vegetation Control		90			
Deer Enclosure		45			
Total Acres		235			
Practice Development and Planning					
			\$ Cost Estimate	Units	
Practice Plan	Salary		\$ -	1	
	Fringe		\$ -	1	
	Travel		\$ -	1	
	Contractual		\$ 1,500.00	1	

Practice 1: Reforestation & Afforestation			
		\$ Cost Estimate	Units
Year 1	Salary	\$ -	
	Fringe	\$ -	
	Travel	\$ 500.00	
	Equipment Rental	\$ 20,000.00	
	Materials & Supplies	\$ 70,000.00	
	Seedlings	\$ -	
	Planting tools/equipment (under	\$ -	
	Tree tubes	\$ 25,000.00	
	Equipment Fuel	\$ 5,000.00	
	Other (describe)	\$ -	
	Contractual Services	\$ 15,000.00	
	Tree Planting	\$ 15,000.00	
	Site Preparation	\$ -	
	Project Management/CF	\$ 2,000.00	
	Other (describe)	\$ -	
Annual total		\$ 137,500.00	
Year 2	Salary	\$ -	
	Fringe	\$ -	
	Travel	\$ -	
	Equipment Rental	\$ 7,500.00	
	Materials & Supplies	\$ 5,000.00	
	Seedlings	\$ 5,000.00	
	Planting tools/equipment (under	\$ -	
	Tree tubes	\$ -	
	Equipment Fuel	\$ -	
	Other (describe)	\$ -	
	Contractual Services	\$ 2,000.00	
	Tree Planting	\$ 2,000.00	
	Site Preparation	\$ -	
	Project Management/CF	\$ 2,000.00	
	Other (describe)	\$ -	
Annual total		\$ 16,500.00	
Year 3	Salary	\$ -	
	Fringe	\$ -	
	Travel	\$ -	
	Equipment Rental	\$ -	
	Materials & Supplies	\$ -	
	Seedlings	\$ -	
	Planting tools/equipment (under	\$ -	
	Tree tubes	\$ -	
	Equipment Fuel	\$ -	
	Other (describe)	\$ -	
	Contractual Services	\$ -	
	Tree Planting	\$ -	
	Site Preparation	\$ -	
	Project Management/CF	\$ -	
	Other (describe)	\$ -	
Annual total		\$ -	

	Performance Based Payment Rates								
	CY2026 + Practice Plan		CY2027		CY2028		CY2029		Project Practice Total
	Project Estimate	Landowner Match	Project Estimate	Landowner Match	Project Estimate	Landowner Match	Project Estimate	Landowner Match	
Practice Plan Development	\$ 1,500.00								\$ -
Practice 1: Afforestation/Reforestation	\$ 137,500.00		\$ 16,500.00		\$ -		\$ -		\$ 154,000.00
Practice 2: Regeneration Silviculture	\$ 15,000.00		\$ -		\$ -		\$ -		\$ 15,000.00
Practice 3: Forest Health Resiliency Thinning	\$ -		\$ -		\$ -		\$ -		\$ -
Practice 4: Competing Vegetation Control	\$ 10,000.00		\$ 23,500.00		\$ 1,000.00		\$ -		\$ 34,500.00
Practice 5: Deer Enclosure	\$ -		\$ 5,000.00		\$ -		\$ -		\$ 5,000.00
Application Budget Total (DEC + Match)	\$ 164,000.00		\$ 45,000.00		\$ 1,000.00		\$ -		\$ 210,000.00
Applicant Match	\$ 16,400.00		\$ 4,500.00		\$ 100.00		\$ -		\$ 21,000.00
DEC Funded Contract Amount (90%)	\$ 147,600.00		\$ 40,500.00		\$ 900.00		\$ -		\$ 189,000.00
10% Project Withholding	\$ 14,760.00		\$ 4,050.00		\$ 90.00		\$ -		\$ 18,900.00
15% Annual Withholding	\$ 22,140.00		\$ 6,075.00		\$ 135.00		\$ -		
Annual Initial Payment	\$ 110,700.00		\$ 30,375.00		\$ 675.00		\$ -		

APPENDIX 5 – Sample Work Plan, Timeline, and Objectives Worksheet

PROJECT NAME: Ontario Competing Vegetation, Tree Planting, and Deer Exclosure Project

CONTRACTOR SFS PAYEE NAME: John Smith

CONTRACT PERIOD: From: 12/01/2024
To: 11/30/2027

Provide a high-level overview of the project, including the overall goal, timeline, and desired outcomes. Include information such as location, target population, overall number of persons to be served, service delivery method and hours of operation.

This project will work to establish forests on 10 acres of open lands located in Ontario County. The project area consists of land that was previously used for pasture but has sat idle for the past 10 years. Over time, the project area has developed patches of competing vegetation that cover approximately 40% of the site, including herbaceous species like goldenrod and shrub species including multiflora rose and autumn olive. The soils of the site do not show signs of compaction, are not sloped, and are not highly erodible (loamy-sand), which will help minimize required site preparation prior to planting. To address the competing vegetation present at the site, an herbicide plan will be followed and has been attached to this grant application. This includes spraying and maintaining a 3 meter buffer around each planted tree with herbicide.

For this project, we plan to follow all of the planting recommendations included in the grant program, including tree species, planting 500 trees per acre, and associated tree planting and tree quality standards. In addition, a deer exclosure fence will be set up around the perimeter of the stand to protect natural regeneration. Specifically, practices are broken out as specific tasks below:

- 1) Competing Vegetation Control: Herbicide treatment for all stands utilizing backpack sprayer and associated supplies (repeated annually for 3 years, as required based on site conditions).
- 2) Deer Exclosure/Fencing: Use 8' tall polypropylene fencing with a guy wire at the top and approximately 0.5' apron with material to weigh it down at the bottom, covering 10 acre site.
- 3) Planting: Plant 500 hardwood stems/ac on 10 acre site. Species to plant in addition to natural regeneration will include northern red oak, white oak, black walnut, butternut, black cherry, black oak, chestnut oak, hickory spp., tulip poplar, scarlet oak, sugar maple, and white pine.

Budget – Costs for tree planting and deer installation by the landowner, with the technical advice of a tree planting professional are \$26,150. Cost for mechanical invasive/interfering species on 10 acres over a continuous 3-year period is \$9,830.00. Costs for tree planting and mechanical control equipment is \$3,420. Deer fence installation supplies will cost approximately \$24,450, including material and labor. Total costs associated with the project are \$63,850 (NOTE: this is just an example for what a high-level project overview looks like; budget costs and other details in this example may not be accurately representative).

APPENDIX 5 – Sample Work Plan, Timeline, & Objective Worksheet cont.

Objective

1 Prepare the site for tree planting and plant trees to establish forest

- 1.1 Competing Vegetation Control - Hire mechanical treatment contractor. Contractor is hired. Performance Measures:
- 1.1.1 Year 1 - Initial treatment multiflora rose/other invasives/herbaceous - 10 acres of invasives/herbaceous species is treated.
 - 1.1.2 Year 2 - Subsequent treatment multiflora rose/other invasives/herbaceous - 10 acres of invasives/herbaceous species is treated.
 - 1.1.3 Year 3 - Final treatment multiflora rose/other invasives/herbaceous - 10 acres of invasives/herbaceous species is treated. Assess for effectiveness and potential future chemical treatment.

- 1.2 Install deer exclosure - Hire fence contractor. Contractor is hired. Performance Measures:
- 1.2.1 Install deer exclosure - Install fence (8' tall), using posts in open field area
 - 1.2.2 Monitor fence 2-3 times a year - Monitor to ensure that no deer are getting inside. Fix breaks/tears.

- 1.3 Reforestation - Plant tree seedlings. Hire a contractor. Performance Measures:
- 1.3.1 Year 1: Plant tree seedlings - Plant tree seedlings over 10 acres. Achieve 65% survival rate.

Long term maintenance - Ensure seedling survival via monitoring, watering, etc. over 10 years. Performance Measures:

- 1.3.2 Long term maintenance - Ensure seedling survival via monitoring, watering, etc. Replant if survival is below 65%.

- 1.4 DEC Inspections - DEC Forester will inspect and approve after most major work/practice is completed and ready for payment. Performance Measure:
- 1.5 DEC Forester will inspect and approve after most major work/practice is completed and ready for payment

APPENDIX 5 - Sample Work Plan, Timeline, & Objective Worksheet cont.

ORGANIZATIONAL CAPACITY

Describe the staffing, qualifications and ongoing staff development/training activities, and relevant experience of the provider organization to support the project.

The owner will hire a consulting forester to delineate and carry out the treatment of the project area. In addition, the consulting forester is a registered pesticide business that is currently registered with the NYS DEC and employs a certified applicator in Category 2 (CXXXXXX). Additional staff will be provided by consulting arborist including pesticide technicians and other forest management technicians.

Landowner will supply in-kind labor including but not limited to the following: support with tree planting and tree tube installation and installing fencing and gates.

APPENDIX 6 – Sample Letter of Agreement – Trusts

Name of Bidder Landowners or Trust: _____

Trust Email: _____

Name of Project: _____

Project address and Tax Parcel id # _____

Bids that are submitted by Trusts having more than an individual landowner need to write a Letter of Agreement and provide who is the signatory for this bid and contract that includes brief project description Scope of Work and Budget and state that all parties are agreed and able to move forward with a contract. The Letter of Agreement should be signed and dated by all parties and uploaded to SFS bid "Event Question" 6.

Name of Bidder submitting this bid to DEC in SFS Grants Management: _____

Name of Contract Signatory if the bid is awarded: _____

Type a brief description of the Scope of Work (list the practices being applied for in the bid) and basic budget details (amount to be spent on Contractual, Equipment, Other {supplies, trees etc}). Use a second page if needed.

We, the undersigned, are members of (Trust Name) (include a second page if more than six (6) trustees).

We are collectively agreed upon, and in full support of, the practices described, the contractor's estimate of work to be provided and the Work Plan procedures for completing the work.

As such, all Trust members are in agreement that the project may be implemented if awarded by ELF.

Trust member name, email and signature _____

Trust member name, email and signature _____

Trust member name, email and signature _____

Trust member name, email and signature _____

Trust member name, email and signature _____

Trust member name, email and signature _____

APPENDIX 6 – Sample Letter of Agreement - Landowner

Bids that are submitted by a Company or Organization on behalf of a landowner, such as Consulting Forester, Soil and Water Conservation District, or Cornell Co-operative Extension, must complete a landowner letter of agreement

Name of Landowner: _____

Landowner Email: _____

Name of Project: _____

(Landowner Name) is in full support of the above referenced project. I/We understand that (Name of Company or Organization Bidder) is applying to the New York State Department of Environmental Conservation on my/our behalf for a project under the 2025 Regenerate NY Round 5 Grant Program.

Project activities to be performed are located at (Address of project property and tax parcel IDs), a site located within the operating area or territorial jurisdiction of (Company or Organization Bidder).

As such, (Landowner Name) hereby gives approval/endorsement for (Name of Company or Organization Bidder), and any consultants working on behalf of their efforts related to the above referenced project, access to (property address) for project plan development purposes; all that area described by Tax Map# (Tax Map #). The Company or Organization Bidder has informed me of the implementation work that will occur as well as the long-term maintenance responsibilities and monitoring requirements related to this grant. In the event that this project is awarded grant funding, I agree to make a good faith effort to enter into any legal agreement that may be necessary to support the Company or Organization Bidder's successful completion of the project.

(Please check bullet with an X or check mark)

- A. Requirement: landowner agrees to allow access for company or organization bidder and their contractor(s) to perform work on the land.
- B. Landowner agrees to support the project and the long-term maintenance goals and agrees not to conduct any activity for a period of 10 years that would impair the project in any way.
- C. Who will be responsible for long term maintenance. Check one of the following:
 - i. Company or Organization bidder agrees to perform long term maintenance. Landowner agrees to provide access to company or organization bidder for long term maintenance.
 - ii. Landowner agrees to perform long term maintenance
- D. Who will be responsible for the 10% match requirement. Check one of the following:
 - i. Company or Organization bidder agrees to provide the full 10% match.
 - ii. Landowner agrees to provide the full 10% match.
 - iii. Company/Organization bidder and Landowner will share match responsibility as follows: _____
- E. Landowner agrees to provide access to NYS DEC and partners to inspect activity and to monitor project effectiveness for a period of up to 10 years.
- F. Company or Organization bidder will be responsible for semi-annual progress reports and possible interim questions from program staff and regional DEC foresters. Landowner agrees to provide accurate and up to date information to the company or organization bidder, where applicable, and photos as needed for reporting.

Signed (Landowner Name) _____ Dated _____

Signed (Bidder representative) _____ Dated _____

Bidder – Print Name _____

APPENDIX 7 – Certification for Sexual Harassment Prevention

Attachment S - Sexual Harassment Prevention Certification Form

By submission of this bid, each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a partnering bid each party thereto certifies as to its own organization, under penalty of perjury, that the Bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Company Name: _____

Signature: _____

Print Name and Title: _____

Date: _____

If the above certification cannot be made, the Bidder must submit a signed statement below detailing the reasons why the certification cannot be made.

Company Name: _____

Signature: _____

Print Name and Title: _____

Date: _____

APPENDIX 8 – Executive Order 16 Certification

Certification Under Executive Order No. 16 Prohibiting State Agencies and Authorities from Contracting with Businesses Conducting Business in Russia

Executive Order No. 16 provides that “all Affected State Entities are directed to refrain from entering into any new contract or renewing any existing contract with an entity conducting business operations in Russia.” The complete text of Executive Order No. 16 can be found [here](#).

The Executive Order remains in effect while sanctions imposed by the federal government are in effect. Accordingly, vendors who may be excluded from award because of current business operations in Russia are nevertheless encouraged to respond to solicitations to preserve their contracting opportunities in case the sanctions are lifted during a solicitation or even after award in the case of some solicitations.

As defined in Executive Order No. 16, an “entity conducting business operations in Russia” means an institution or company, wherever located, conducting any commercial activity in Russia or transacting business with the Russian Government or with commercial entities headquartered in Russia or with their principal place of business in Russia in the form of contracting, sales, purchasing, investment, or any business partnership.

Is Vendor an entity conducting business operations in Russia, as defined above? Please answer by checking one of the following boxes:

- 1. No, Vendor does not conduct business operations in Russia within the meaning of Executive Order No. 16.
- 2. a. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16 but has taken steps to wind down business operations in Russia or is in the process of winding down business operations in Russia. (Please provide a detailed description of the wind down process and a schedule for completion.)
- 2.b. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16 but only to the extent necessary to provide vital health and safety services within Russia or to comply with federal law, regulations, executive orders, or directives. (Please provide a detailed description of the services being provided or the relevant laws, regulations, etc.)
- 3. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16.

The undersigned certifies under penalties of perjury that they are knowledgeable about the Vendor’s business and operations and that the answer provided herein is true to the best of their knowledge and belief.

Vendor Name: (legal entity) _____

By: (signature) _____

Name: _____

Date: _____

APPENDIX 9 – Gender-Based Violence and the Workplace Certification Form

Bid Attachment G - Gender-Based Violence and the Workplace Certification Form

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing gender-based violence and the workplace and has provided such policy to all of its employees, directors and board members. Such policy shall, at a minimum, meet the requirements of subdivision 11 of section five hundred seventy-five of the executive law. The certification form must be signed by an authorized staff of the contractor, and dated after the application start date.

Company Name:

Signature:

Print Name and Title:

Date:

If the above certification cannot be made, the bidder must submit a signed statement below detailing the reasons why the certification cannot be made.

Company Name:

Signature:

Print Name and Title:

Date:

APPENDIX 10 – Bidder Advisory of Federal Terms & Conditions

Federal Funding: Bidder Advisory of Terms & Conditions that apply to Grantees under the Regenerate NY Forestry Practices Cost Share (Round 5) Grant Program

This Bidder Advisory is provided to draw attention to Federal Terms that apply to you as a Grantee. Do not rely on this document to include ALL pertinent detail or full text of Federal Terms & Conditions. The full text of the detailed terms and conditions are incorporated into the contract as listed in Attachment A-3 Federal Terms & Conditions and are available via the following links.

1. **2CFR Subtitle A - Chapter 1 - Governmentwide Regulations (Parts 2 - 199)** at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-1>
2. **2CFR Subtitle A - Chapter 2 - OMB Guidance (Parts 200 - 299)** at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-2>
3. **2CFR Subtitle B - Chapter 4 - USDA (Parts 400 – 499)** at <https://www.ecfr.gov/current/title-2/subtitle-B/chapter-4>
4. United States Forest Service’s (USFS) Domestic Grant Award **Specific Terms & Conditions** at <https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>

<u>ORDER</u>	<u>GRANT INFO / TERMS & CONDITIONS</u>	<u>INFO / T&C DETAILS</u>	<u>ADVISORY RE. FEDERAL FUNDING</u>
0.00	Program Name:	USDA Inflation Reduction Act Regenerate NY Forestry Practices Cost Share	
1.00	GRANT #:	25-DG-11132544-032	
2.00	GRANT AGREEMENT:	25-DG-11132544-032 NOTICE OF GRANT AND AGREEMENT AWARD	
3.00	FUNDING PERIOD:	January 8, 2025 – December 15, 2029	
4.00	GRANT TOTAL:	\$5,000,000	
175.00	Part 175 - Award term for trafficking in persons	Award revoked if a private recipient or a subrecipient: engages in severe forms of trafficking in persons during award; Procures a commercial sex act during award; or uses forced labor in the performance of the award	Bidder is advised of need to monitor for and report human trafficking
		If Contractor or their employee has violated this term, DEC must be informed immediately of any information received from any source alleging a violation.	

200.3 **Subpart D—Post Federal Award Requirements:**
200.300 Statutory and national policy requirements.

Whistleblower disclosure is protected if it meets two criteria:

Bidder is advised of Federal Whistleblower Protections

The disclosure must be based on a reasonable belief that wrongdoing has occurred. As explained in the chart below, the definition of wrongdoing varies slightly depending on your place of employment.

The disclosure must also be made to a person or entity that is authorized to receive it. Employees who reasonably believe they have evidence of wrongdoing are always protected for submitting that information to the OIG Hotline. However, as explained in the chart below, the other authorized audiences are different, depending on your place of employment.

Wrongdoing Defined

Gross mismanagement of a Federal contract or grant; Gross waste of Federal funds, Abuse of authority relating to a Federal contract or grant, Substantial and specific danger to public health or safety, or Violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant.

Authorized Audiences

For all disclosures, classified or unclassified, an employee of a contractor or grantee is only protected if the disclosure is made to:

- (A) A Member of Congress or a representative of a committee of Congress.
- (B) An Inspector General.
- (C) The Government Accountability Office.
- (D) A Federal employee responsible for contract or grant oversight or management at the relevant agency.
- (E) An authorized official of the Department of Justice or other law enforcement agency.
- (F) A court or grand jury.
- (G) A management official or other employee of the contractor, subcontractor, or grantee who has the responsibility to investigate, discover, or address misconduct.

200.313 Equipment	<p>If the Contractor acquires equipment under this Contract, beyond contract term and throughout the duration of the equipment’s useful life, the equipment must continue to be used in the program or project for which it was acquired, as long as needed, whether or not the program or project continues to be supported by the federal award. When no longer needed for the original program or project, the equipment may be used in other activities in the following order of priority:</p> <ul style="list-style-type: none"> a. activities supported under a federal award from the USDA; then, b. activities under federal awards from other federal awarding agencies. <p>During the time that equipment is used on the project or program for which it was acquired, the non-Federal entity must also make equipment available for use on other projects or programs currently or previously supported by the Federal Government</p>	<p>Supplies/Materials/Equipment requirements are detailed within the RFA. Equipment is defined as having a fair market value of \$10,000 or more <u>and</u> a useful life of one year or more and is not eligible.</p>
200.321 Contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms.	<p>MWBE Solicitation Requirements - 6 general steps required mirror the State MWBE requirements. This is not a quota or set-aside. Focus is on providing firms an opportunity to compete. Non-discrimination, lowest responsive, responsible bidder standard still applies, including for subcontracts.</p>	<p>Equipment-like items under \$10,000 may be eligible, however, nothing over \$5,000 shall be purchased under this award without DEC prior approval.</p> <p>FORM ATTACHED and listed in RFA as a requirement prior to Contract Execution - MWBE Good Faith Policy Statement Required For All Contracts Over \$10,000</p>
200.601 2CFR 200 Appendix II	<p>(A) Contracts for more than the simplified acquisition threshold, (<i>currently \$350,000 – October 2025</i>), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.</p>	<p>This requirement is satisfied within the Master Contract for Grants standard terms.</p>
200.602 2CFR 200 Appendix II	<p>(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.</p>	<p>This requirement is satisfied within the Master Contract for Grants standard terms.</p>

200.606 2CFR 200 Appendix II	(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the [DEC] wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the [DEC] must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.	Bidder is advised of the extensive regulations regarding rights to “Inventions Made” in performance of this grant.
200.607 2CFR 200 Appendix II	(G) Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387) environmental violations must be reported to DEC. This term is incorporated into contracts over \$150,000 via Attachment A-3.
200.608 2CFR 200 Appendix II	(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	Bidder is advised that individual and principal names and SSNs will be checked for exclusion in SAM. FORM ATTACHED and listed in RFA as a requirement prior to Contract Execution – AD-1048

200.609 2CFR 200 Appendix II	(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.	Bidders are advised that, for Contracts over \$100,000, lobbying Certification and Disclosure forms will be collected. FORMS ATTACHED and listed in RFA as a requirement prior to Contract Execution – Appendix A to Part 418— Certification Regarding Lobbying Appendix B to Part 418—Disclosure to Report Lobbying
200.610 2CFR 200 Appendix II	200.323 A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.	Bidders are advised they must procure items with the highest percentage of “recovered material” when buying items listed in 40CFR part 247.
200.611 2CFR 200 Appendix II	(K) See § 200.216 for restrictions on certain telecommunications and security equipment.	Bidder is advised that no telecommunications or remote security equipment shall be purchased under this award without DEC prior approval of product and manufacturer.
200.612 2CFR 200 Appendix II	(L) See § 200.322. For non-construction (more strict Buy America applies to construction), As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of	Bidder is advised of the requirement to buy American products to the greatest extent possible.

this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

USFS **NOFO Requirement:
Acknowledgement
of USDA
Support on
Publications and
Audiovisuals**

The following acknowledgment of USDA support must appear in the publication of any material, whether copyrighted or not, and any products in electronic formats (web sites, computer programs, etc.) that is substantially based upon or developed under this award:

“This material is based upon work supported by the U.S. Department of Agriculture, U.S. Forest Service, under agreement number 25-DG-11132544-032.”

In addition, all publications and other materials, except scientific articles or papers published in scientific journals, must include the following statement:

“Any opinions, findings, conclusions, or recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Agriculture. In addition, any reference to specific brands or types of products or services does not constitute or imply an endorsement by the U.S. Department of Agriculture for those products or services.”

b. All publications printed with Federal Government funds will include the most current USDA nondiscrimination statement, available from the Public Affairs Division, Civil Rights Division, or on the USDA home page. If the material is too small to include the full nondiscrimination statement, the material must, at a minimum, include the following statement:

“USDA is an equal opportunity provider, employer, and lender.”

The Contractor is responsible for ensuring that an acknowledgment of USDA is made during news media interviews, including popular media such as radio, television, and news magazines, that discuss work funded by this award in a substantial way.

Bidder is advised of the need to acknowledge U.S. Forest Service support in publications and outreach.

USFS **NOFO Requirement: Copyright and Publications** The USFS grants NYS DEC sole and exclusive right to copyright any publications developed as a result of this award. NOTE THESE RIGHTS ARE ALSO PASSED ONTO GRANTEEES VIA THE MASTER CONTRACT FOR GRANTS.

This includes the right to publish and vend throughout the world in any language and in all media and forms, in whole or in part, for the full term of copyright and all renewals thereof in accordance with this award.

No original text or graphics produced and submitted by the Forest Service shall be copyrighted. The Forest Service reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for federal government purposes.

This right shall be transferred to any sub-awards or subcontracts.

This provision includes:

- The copyright in any work developed by Regenerate NY under this award.
- Any right of copyright to which Regenerate NY purchase(s) ownership with any federal contributions.

USFS **NOFO Requirement: Unallowable Costs** Grant funds cannot be used to support the following activities:
Construction and capital improvements, including but not limited to facilities, infrastructure, roads, buildings, culverts, dams, ponds, and major earthwork projects.
Land acquisition projects, *including conservation easements*.
Equipment purchases. Equipment purchases are rarely eligible, requiring approval prior to award and additional recordkeeping by the awardee. Equipment is defined as an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.
Lobbying, litigation, or political advocacy.
Incorporation fees; brokers' fees; or fees to promoters, organizers, management consultants, attorneys, accountants, or investment counselors in connection with the establishment or reorganization of an organization.
Basic research, which is defined in 2 CFR § 422.1 as, "systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications towards processes or products in mind." Basic research includes applied research, which 2 CFR § 1108.45 defines as, "efforts that in technology, such as new materials,

Bidder is advised of the Forest Service royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for federal government purposes.

This requirement is included in the RFA.

devices, methods and processes.” Technical transfer, education, and outreach activities associated with applying research may be included in the proposal.

USFS NOFO Requirement: NON-DISCRIMINATION IN USDA PROGRAMS	The Contractor agrees that, in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.	Bidder is advised of non-discrimination requirement.
USFS NOFO Requirement: I-9 Forms	ELIGIBLE WORKERS. Regenerate NY shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 U.S.C. 1324(a)). Regenerate NY shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract or supplemental instruments awarded under this award.	Bidder is advised of I-9 form certification and retention requirement for all employees hired within the contract term.
USFS NOFO Requirement: Ban on Non-disclosure Agreements	PROHIBITION AGAINST USING FUNDS WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS. 1. The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information. 2. The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this award provision are no longer in effect.	Bidder is advised of the prohibition against the use of confidentiality agreement(s) to restrict lawful Federal disclosures

USFS **NOFO Requirement:**
Geospatial Data
Reporting

Per NOFO: Geospatial data files that outline the program area and any other relevant data will be required as part of regular reporting.
Per USFS Award: In addition to financial and performance reporting required by the grant, programmatic accomplishments should also be reported to the U.S Forest Service spatially, by identifying discrete areas where on-the-ground activities occur. Geospatial data submissions should include a point, line, or polygon for each activity along with the below listed elements associated with each activity. For point data... ..an estimated number of acres impacted. Forest Service Program managers will provide relevant definitions and data standards for the following required accomplishment information:

Bidder is advised of US Forest Service requirements related to collection and reporting of Geospatial Data

- 1) Activity date
- 2) **Target market:** Market(s) in which target landowners may or will participate:
 - a) Carbon markets only
 - b) Both carbon markets and other non-carbon markets
 - c) Only non-carbon markets
- 3) **Activity type:** Whether the activity targets multiple landowners or one landowner.
 - a) For activities targeting multiple landowners, whether the activity is Outreach or Education (choose one).
 - b) For single-landowner activities, activity type(s):
 - Technical Assistance
 - Plan Development
 - Practice Implementation
 - Monitoring
 - Market Readiness/Participation
- 4) **Landowner beneficiary type:** Type of landowner(s) served. For single landowner activities: one type. For multiple-landowner activities” number of landowners in each category. Categories of beneficiary types:
 - a) Underserved landowners
 - b) Small-acreage landowners (owning <2500 acres)
 - c) Landowners who are both underserved and small-acreage
- 5) **Activity description** (fewer than 100 words)