



# CWDG APPLICATION TIPS

**Read thoroughly prior to applying. Box by box instructions for fillable pdf are below.**

## **Online application: Project Title/Keyword**

Along with assigning a title to your project at the top of the application, you must also insert a short-form version of the project title in the keyword box. **Your application will not be completed until this box has been filled out.**

For the keyword use your organization name or an abbreviation of your name, plus one or two words that describe the majority of your grant project. Example: San Juan CD – CWPP update, or CFD1 – Fuels/Education.

## **Cooperator and Applicant**

If you are both the cooperator and the applicant that is just fine. There are no points earned or deducted for being both.

## **At-Risk Community**

You **MUST** include a link to a source that shows the area you are working in a community considered at-risk. Definition options for this are provided in the NOFO on page 17. Reach out to your county contact if you need other resources for this.

A CWPP can be used as a reference link identifying your project area (even if it is the entire county) as an at-risk community.

## **Project Description**

Be sure to **specifically** describe how your project links to the Cohesive Wildland Fire Management Strategy and the State Forest Action Plan and/or WADNR 10-year Wildfire Strategy or 20-year Forest Health Strategy.

National Cohesive Strategy: <https://www.forestsandrangelands.gov/strategy/thestrategy.shtml>

Washington State Forest Action Plan: <https://www.dnr.wa.gov/ForestActionPlan>

## **CWPP Development: GIS Coordinates**

If you are filling out an application to develop a county-level CWPP, you can choose either a central location within your County, the County seat or another significant location within your county to use as your GIS coordinates.

## **Measurable Outcomes Table**

This table is part of the fillable pdf, but does NOT appear in the online application. You can use the information you put in this table in the pdf to inform what you include in the Accomplishments section of the online application.

## **How do I apply?**

Applicants will need to complete and submit an online grant proposal by **October 5<sup>th</sup> 8:00pm** through [cwdg.forestrygrants.org](http://cwdg.forestrygrants.org). **Applicants will need to request a unique application link for each proposal through the WA State point of contact, Guy Gifford, [guy.gifford@dnr.wa.gov](mailto:guy.gifford@dnr.wa.gov).** A fillable pdf version of

the application can be found [here](#) to use while developing the content for the online application. Once the submit button is pressed, you will no longer be able to edit the application.

You must also register at [SAM.gov](#) to create a Unique Entity ID if you do not already have one. Register ASAP to ensure you are issued an ID in time to apply since there have been delays due to an increase in number of requests. This allows your organization to receive federal funds.

### Wildfire Risk Rating Resources

While you may use many resources to show high or very high wildfire risk, possible methods are: Pages 34 & 48: [Washington State Wildland Fire Protection 10-Year Strategic Plan](#), or [Urban Wildland Interface Communities Within the Vicinity of Federal Lands That Are at High Risk From Wildfire](#)

Additional resources are listed in the box by box instruction.

**For additional assistance please contact your county representative.**

Assistance By County			
Coordinator	Counties	Coordinator	Counties
Jennifer Coe <a href="mailto:Jennifer.coe@dnr.wa.gov">Jennifer.coe@dnr.wa.gov</a> (360) 972-4428	Whatcom, Skagit, San Juan, Snohomish, Island, King, Pierce, Thurston, Mason, Kitsap, Grays Harbor, Jefferson, Clallam	Jake Hardt <a href="mailto:jake.hardt@dnr.wa.gov">jake.hardt@dnr.wa.gov</a> (360) 359-6566	Chelan, Kittitas, Douglas, Grant, Adams
Marc Titus <a href="mailto:marc.titus@dnr.wa.gov">marc.titus@dnr.wa.gov</a> (360) 972-4135	Yakima, Skamania, Clark, Cowlitz, Wahkiakum, Lewis, Pacific	William Knowlton <a href="mailto:William.knowlton@dnr.wa.gov">William.knowlton@dnr.wa.gov</a> (360) 972-4272	Okanogan, Ferry
Charlie Landsman <a href="mailto:charles.landsman@dnr.wa.gov">charles.landsman@dnr.wa.gov</a> (360) 972-4249	Klickitat, Benton, Franklin, Walla Walla, Columbia, Garfield, Asotin	Jason Cirksena <a href="mailto:Jason.cirksena@dnr.wa.gov">Jason.cirksena@dnr.wa.gov</a> (360) 972-4185	Stevens, Pend Oreille, Lincoln, Spokane, Whitman

## CWDG PRIORITIES

### Underserved Community

In order to qualify as an underserved community, you must register higher than .75 on [this](#) map. *(The following counties in Washington score higher than .75 per [The Social Vulnerability Index \(SVI\): Interactive Map | CDC](#)):* **Grays Harbor, Lewis, Cowlitz, Yakima, Okanogan, Ferry, Douglas, Grant, Adams, Franklin.**

### Low-Income Community

If you do not qualify as underserved, you may still qualify for a match waiver if your county median household income is less than 80% of the median income for Washington State. **The only approved source for this information can be found [here](#)** by downloading the scoring prioritization data. (The following counties in Washington State have a median household income <80% of state median household income: **Adams, Asotin, Chelan, Clallam, Cowlitz, Garfield, Grant, Grays Harbor, Jefferson,**

Kittitas, Klickitat, Lewis, Lincoln, Mason, Okanogan, Pacific, Pend Oreille, Spokane, Stevens, Wahkiakum, Walla Walla, Whitman, Yakima.

### Impacted by Severe Disaster

See instructions below. In order to show your area was impacted by a disaster, **you must explain how the disaster increased wildfire risk for the project area.** see instructions below in box 16:

- **REMEMBER:** The CWDG is NOT a Fire Suppression grant program – Emphasize creating fire adapted communities and restore and maintain landscapes... National Cohesive Wildland Fire Management Strategy (Cohesive Strategy)
- **MUST BE AT-RISK Community...** This question must be answered YES or the application is not eligible. See pg. 17 of the NOFO, then point to web link that documents at-risk. See below.

## FILLABLE PDF GUIDANCE:

BOX 1: Fill out per your organization.

BOX 2: Fill out per your project details.

**BOX 3 (Brief Project Overview and Purpose (3000 characters including spaces)):** *not scored*; provide a brief overview and purpose statement describing how this application meets the intent of the CWDG program. Connect the dots; Describe At-risk community (county, in the case of CWPP development) and how this application assists community(s) or county with planning and/or mitigating their risks from wildfire.

**BOX 4 (Grant Component Type (3000 characters including spaces)):** *not scored*; provide what type of application this is: 1.) Creating or Updating a Community Wildfire Protection Plan (CWPP) that is more than five (5) years old. 2.) Implementing a Project described in a CWPP that is less than ten (10) years old. *Select only one per application.*

- In the case of a CWPP Development project in Western WA, reference pg. 68-70 in the WA State Forest Action Plan located here. ([2020 Forest Action Plan by Washington State Department of Natural Resources - Issuu](#))
  - Use the following statement and add your verbiage to support your circumstances: This application is to complete a CWPP in \*\*\*county name\*\*\* and is in alignment with the WA State Forest Action Plan (pp. 68-70 -- CWPPs), the WA State Wildland Fire Protection 10-year Strategic Plan (p. 47 – Projections of future risk) and will better prepare \*\*\*county name\*\*\* to understand localized wildfire risk in western Washington where traditional means of assessing wildfire risk to communities is not granular enough to account for all complexities associated with an on-the-ground risk assessment methodology using local knowledge and collaboration between professional Fire, EMS, and other stakeholders.

**BOX 5 (At-Risk Community (3000 characters including spaces)):** *not scored; MUST BE YES OR THE APPLICATION IS NOT ELIGIBLE.* Describe how the community or county is considered 'at-risk'. MUST provide a link to a verification source. There are multiple ways to describe risk. Look at the definitions provided on page 17 of the NOFO. Most of our applications will likely be justifying at-risk using OPTION 2: **A group of homes and other structures with basic infrastructure and services (i.e., utilities, collectively maintained transportation routes, etc.) at risk from wildfire as recognized by a state, regional, or national wildfire risk assessment, in which herbaceous or woody fuel conditions in and adjacent to the community are conducive to a wildland fire disturbance event which threatens human life or values-at-risk.**

Suggested Documents or websites:

- CWPP less than 10 years old
- WADNR Wildland Fire Protection 10-year Strategic Plan (pp. 31-47)  
[rp\\_wildfire\\_strategic\\_plan.pdf \(wa.gov\)](#)
- WADNR 20-year Forest Health Strategic Plan (Eastern Washington) (pp. 42-57)  
[rp\\_forest\\_health\\_20\\_year\\_strategic\\_plan.pdf \(wa.gov\)](#)
- [Homepage - Wildfire Risk to Communities](#)
  - [Wildfire Risk to Communities](#)
  - [Download - Wildfire Risk to Communities](#)
- [WILDFIRE HAZARD EXPLORER \(hazexplorer.com\)](#)
- [Wildfire Ready Neighbors! | There's Strength In Neighbors \(wa.gov\)](#)

*Contact your regional coordinator if you need assistance.*

If you are on this list, you qualify. [Federal Register :: Urban Wildland Interface Communities Within the Vicinity of Federal Lands That Are at High Risk From Wildfire](#)

**BOX 6 (Roofing Code/Ordinance (3000 characters including spaces)):** *not scored;* Yes or No, and describe the roofing code/ordinance situation related to your project/application.

**BOX 7 (Grant Waiver (1000 characters including spaces)):** *not scored;* Yes or No regarding match waiver eligibility.

**BOX 8 (Project Description (9000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring* opportunity. Tie to Cohesive Strategy ([The National Cohesive Wildland Fire Management Strategy \(forestsandrangelands.gov\)](#)) and State Forest Action Plan ([2020 Washington Forest Action Plan | WA - DNR](#)) and/or WADNR 10-year Wildfire Strategy (link above) or 20-year Forest Health Strategy (link above).

Example Text: The Fuel reduction project is tied directly to two of the goals (Resilient Landscapes & Fire Adapted Communities) of the National Cohesive Wildland Fire Management Strategy by managing fuels/vegetation and protecting homes/communities and other values at risk.

In Additional this project is aligned with WA State 2020 Forest Action Plan Goals and Strategies.

- WILDFIRE GOAL 1: Reduce risk of wildfire to lives, communities, property, ecosystems, and working forests and ensure wildfire suppression response is safe and effective; along with Strategy 2: Increase use of prescribed fire and mechanical fuels treatments, targeting high-risk wildland urban interface areas and associated access roads and highways to increase firefighter and public safety and protect communities in line with House Bill 1784.
- WILDFIRE GOAL 2: Communities are prepared and adapted for wildfire; along with Strategy 1: Work with partners such as conservation districts to engage and educate the public on the risk of living in the wildland-urban interface; and enhance, expand, and align education programs, messaging, and regulations; as well as Strategy 2: Support Firewise USA®, Washington Fire Adapted Communities Learning Network, and other community-level organizations to build capacity to coordinate and implement defensible space and pre-fire planning.

**BOX 9 (Applicant Budget):** *not scored, but must add up!*

**Box 10 (Project Budget Explanation (5000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring opportunity.*

**Measureable Outcomes Table:** *not scored; use to identify and document ‘accomplishments’ that will go in the online application.*

**BOX 11 (Accomplishments (8000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring opportunity.*

**BOX 12 (Collaboration (8000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring opportunity.*

**BOX 13 (Landscape Impacts (8000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring opportunity.*

**BOX 14 (Project Sustainability (8000 characters including spaces)):** *10 points; follow instructions and match to rubric for best scoring opportunity.*

- **BOX 15 (Low-Income Community (3000 characters including spaces)):** *10 points (all or none); follow instructions and match to rubric for best scoring opportunity.*  
*(The following counties in Washington State meet the low income definition per median household income <80% of state median household income, [CWDG Scoring-Priority.xlsx \(live.com\)](#): Adams, Asotin, Chelan, Clallam, Cowlitz, Garfield, Grant, Grays Harbor, Jefferson, Kittitas, Klickitat, Lewis, Lincoln, Mason, Okanogan, Pacific, Pend Oreille, Spokane, Stevens, Wahkiakum, Walla Walla, Whitman, Yakima)*
- *(The following counties in Washington State are considered underserved per [The Social Vulnerability Index \(SVI\): Interactive Map | CDC](#)): Grays Harbor, Lewis, Cowlitz, Yakima, Okanogan, Ferry, Douglas, Grant, Adams, Franklin.*

**BOX 16 (Severe Disaster Impact (3000 characters including spaces)):** *10 points (all or none); follow instructions and match to rubric for best scoring opportunity.*

- The legislation doesn't define what a severe disaster means. The disaster must have been at a scale and scope that impacts wildfire risk and hazard. A severe snowstorm that doesn't impact wildfire risk wouldn't apply. An insect infestation that has resulted in areas of stressed or dead trees would have a direct impact on risk and therefore would apply. To show this, you will need something from a government entity that states that the situation is of a scope and scale that wildfire risk is negatively impacted. Sometimes there will be federal or state declarations you can point to.
- Impacted by a severe disaster means any event declared, designated, or recognized by a government authority as having caused damage, loss, or destruction to an extent and scale that an unusual or abnormal increase in wildfire risk or hazard potential to a community has occurred. Examples may include Federal, State, Tribal, or county disaster declarations or declared emergencies, events declared by the USDA Farm Services Agency, communities impacted by a FEMA Fire Management Assistance Grant, or widespread insect and disease mortality.
- [This spreadsheet](#) from the Wildfire Risk to Communities team enables you to sort disasters which resulted in a Federal disaster declaration or initiation of the Fire Management Assistance Grant program in your area. **Filter your results first by state and then search for your county.** If you cannot document impacts from a severe disaster from this source, other potential sources include:
  - County emergency declarations (contact your local emergency management department)
  - Farm Services Agency disaster declarations ([annual data available here](#); recommend working with your state point of contact to verify your status).

**BOX 17 (Wildfire Hazard Potential (3000 characters including spaces)):** 20 points (all or none); follow instructions and match to rubric for best scoring opportunity. Use links listed above for 'at-risk' community and/or any other legitimate source that describes your community or county as high or very high risk to receive all or none points associated with this question.

\*In the case of a West-side CWPP application, Large-scale wildfire risk maps for the most part don't capture risk in Western Washington as effectively as a localized assessment which is why it is important for counties to use the CWPP process. In order to show high or very high risk potential within a west side county for this application there are a few options to explore:

- USDA's Wildfire Risk to Communities <https://wildfirerisk.org/explore>
  - See Risk to Homes for all lands
  - See Exposure Type in populated areas
  - See Wildfire Likelihood for all lands or populated areas only
- Future projections based on climate modeling
  - A Climate Resilience Guide for Small Forest Landowners in Western WA - [SFLO InDesign 28MAR DW Final RedSize.pdf \(uw.edu\)](#) pg. 14
  - Climate Toolbox - Climate mapper - [Climate Mapper | Climate Toolbox](#)

Some counties; particularly on the peninsula may not be able to show any areas of high or extreme wildfire risk. That doesn't mean that you can't apply, it means you will have less points in your overall application.

