

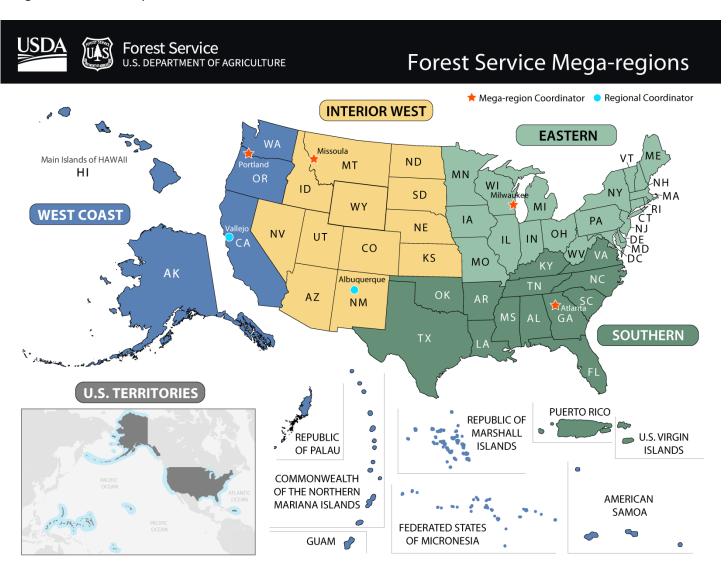


Proposal Instructions and Guidelines

Continuing Proposal Instructions for FY 2024

The Forest Health Monitoring (FHM) program is a network of public and private partners that delivers timely data and analysis on the health of America's forests to land managers and decision makers to sustain forests and their benefits in a changing climate. The Evaluation Monitoring (EM) component of FHM is designed to evaluate undesirable changes in forest health. Projects funded through EM investigate the extent, severity, and/or causes of forest health problems.

In 2024, FHM is only accepting proposals to continue previously funded, multi-year projects. Continuing project proposals should be submitted by October 20, 2023 to the appropriate FHM Regional Manager: Stephen Burr for the Eastern FHM Regions (stephen.burr@usda.gov), Chris Asaro for Southern FHM Region (christopher.asaro@usda.gov), Joel Egan for Interior West FHM Region (joel.egan@usda.gov), or Karen Ripley for West Coast FHM Region (karen.ripley@usda.gov). A fillable PDF for continuing progress reports and final reports can be found at the FHP Grants webpage. For best results, please use Adobe Acrobat Reader DC when filling out the forms on either PC or Mac machines. All proposals must be developed in close consultation with the Forest Service Forest Health Protection (FHP) staff designated as the FHP sponsor.



Map of Forest Health Monitoring Regions

Regional FHM Managers are responsible for reviewing continuing projects from their respective regions and submitting projects recommended for funding to **Eric Sprague**, FHM National Program Lead (<u>eric.sprague@usda.gov</u>), by **December 1, 2023**. Funding levels for the program depend on specific appropriations; therefore, funding available for EM may change based on final budget direction for FY 2024.

General Requirements:

Evaluation Monitoring progress and final reports for continuing projects **must** be submitted by using the forms found on the <u>Forest Health Protection Grants web page</u>. Download the blank form, enter the appropriate information, and submit the saved document to the appropriate FHM Regional Coordinator. Any projects requiring access to Forest Inventory and Analysis (FIA) plot coordinates should be discussed with Regional FIA work units or Tom Thompson (<u>thomas.g.thompson@usda.gov</u>) from the Spatial Data Services of FIA prior to submission of proposals.

The budget must include all overhead or other indirect costs requested to and pre-approved by the Region/Area, or to cooperating institutions. Projects on non-federal lands need to show non-federal contributions of 50% of the total project costs (i.e., a 1:1 match), but in certain circumstances and on a case-by-case basis, match may be reduced or waived by the Deputy Chief for State and Private Forestry. For multi-year projects, funding for each requested year is awarded in the year it is needed based on demonstrated progress (see "Continuing Proposals", below). For more information, please review the Forest Health Protection Grants Funding Information.

Reporting Requirements:

Final reporting of project results is to be presented in three formats: 1) Project details including final budget information are to be submitted by using the EM Final Report form found on the <u>Forest Health Protection Grants web page</u> 2) The FHM Management Team requires that results and progress reports for all national competition EM projects are summarized in posters presented at the biennial FHM Working Group meeting or posted on the FHM website. 3) Upon project completion, investigators will submit to the respective FHM Regional Managers a detailed final report, and a 2-5 page executive summary to be published as part of the annual <u>Forest Health Monitoring: National Status, Trends and Analysis Report</u>.

Any publications resulting from these projects should acknowledge funding provided by the Forest Service Forest Health Monitoring program. Regardless of format, all Web content or communications materials produced, including text, audio, or video - must conform to applicable Section 508 standards to allow federal employees and members of the public with disabilities to access information that is comparable to information provided to persons without disabilities. See https://www.section508.gov/ for more information. Please note that the FHM program is currently developing procedures for archiving data generated by EM projects.

All data collected will meet the requirements of the Geospatial Data Act of 2018 where applicable. This will always include the documentation of all relevant metadata standards, use of standard data formats; description of quantitative measures of uncertainty and sources of uncertainty associated with the data.