



California Fire Safe Council
21 CALFIRE-County Coordinator Program
Deadline: 9/30/2021

County of Sierra
Fire Safe Council Coordinator

Jump to: Application Questions Budget Workplan Documents

USD\$ 175,000.00 Requested

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Project Contact

Bryan Davey
bdavey@sierracounty.ca.gov
Tel: 5302893201

Additional Contacts

bpangman@sierracounty.ca.gov

County of Sierra

PO BOX 98
Downieville, CA 95936
United States

Telephone 5302893201
Fax 5302892828
Web http://www.sierracounty.ca.gov/
EIN 94-6000536

Chairman of the Board

Lee Adams
bdavey@sierracounty.ca.gov

Application Questions top

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #17.

County/Organization Information

1. Which county do you represent?

This grant only allows for one application to be submitted per county.
Sierra County

2. Please select your application type:

Please note: if you are an organization or agency designated by the county to apply and receive funds on their behalf, you must attach a letter of support from your county's Board of Supervisors in the "Documents" section of this application.

- County Board of Supervisors or county employee
An organization or agency designated by the county to apply

3. Please describe your county or organization's history, structure, and notable projects or accomplishments

Sierra County contains 959 square miles and a population of 3200, 940 within Loyalton, the only incorporated city. Yuba Pass over the Sierra Crest divides the County in half with the west side dominated by steep forested canyons along the North Yuba River and the east side dominated by Sierra Valley at elevation 5000 feet. The County economy is dependent upon agriculture, forest management, and tourism/recreation. The County land ownership is dominated by 70% National Forest System Lands split between the Tahoe, Plumas, and Humboldt-Toiyabe National Forests. The County's history is built upon early mining development during the Gold Rush era, family ranches, and extensive timber management. The County is

governed by a five-member Board of Supervisors which oversees 100 employees and an annual budget of \$46,000,000. For the past decade, the Board of Supervisors has prioritized landscape-based fuel treatments, fire prevention, biomass removal, and resilient forest management that is ecologically sound and which provides effective protection to life and property. Notable accomplishments are the recent establishment of a fire safe council, the creation of the North Yuba Forest Partnership, approval of a Master Stewardship Agreement with the US Forest Service, receiving several key grants for landscape fuel treatments with increased pace and scale for forest treatments and biomass removal, and creating and filling a position in the County entitled "County Forester".

4. List key individuals from the applicant county or organization who will be involved in submitting the application, designing the project, and designating the County Coordinator.

Please identify: 1) Name and title, 2) Roles and responsibilities 3) Whether they are paid or volunteer.

1) Tim Beals, Planning Director

2) Application preparation, grant administration and oversight, design of the project, designation of County Coordinator

3) Paid Official

1) Danielle Bradfield (Feather River Forestry), County Forester

2) Application preparation, project design, to-be-designated Fire Safe Council Coordinator

3) Paid Contractor

1) Bryan Davey, Deputy Director of Transportation

2) Application preparation

3) Paid employee

1) Brandon Pangman, Deputy Director of Planning

2) Application preparation, Grant administration and Oversight

3) Paid employee

5. Describe any prior experience applying for and/or managing private, federal, or state grants.

Sierra County has extensive experience in seeking grants, administering grants, and implementation of projects on private land and National Forest lands. Over the past two years, the County has received three Sierra Nevada Conservancy grants aimed at fire resilience and forest treatments; received four RAC-Title II grants to expand opportunities on Federal lands and several Title III allocations for fire safe and Firewise programs; managing grants that provide funding for County OES, parks and recreation, County airports, utility systems, and various projects on private and government lands. The County has extensive and successful experience in seeking and filing grant applications, providing grant administration, implementing and delivering projects using State grants, Federal grants, foundations, and other funding sources and has developed successful partnerships with the US Forest Service and local agencies (RCD, Fire Districts, NRCS, USDA, and others). The County currently manages over 25 grants focusing on numerous topics with many devoted to wildland fire prevention. The County in 2014 and 2016, experiencing severe conditions related to catastrophic wildfire risk adopted local proclamations of emergency citing severe natural conditions, fuel and biomass build-up, and conditions of extreme peril. These proclamations called upon Federal, State agencies, and all Counties within the Sierra Nevada to recognize the severity of risk and immediately engage a plan of action.

6. Briefly summarize your county's current efforts to coordinate the various wildfire mitigation groups, programs, and projects taking place within the county's borders.

You may include: successes and failures, future plans, and coordinated projects.

Sierra County is fully engaged, leading the effort to coordinate all emergency agencies to serving a list of priorities devoted to wildland fire prevention, landscape-based fuel treatments, and protecting the County's rural communities that are at significant risk. The County is convening regular meetings and engaging in coordination, continuous communication, and to deliver funding and wildfire mitigation projects to serve the fundamental priorities centering around wildfire mitigation. This effort will be greatly enhanced by recent actions by the County in retaining a County Forester and taking a more proactive role in the management of the Fire Safe Council. This will lead to the County working with the Fire Safe Council, taking more responsibility for oversight, funding, and implementing fire mitigation projects. The County securing a Master Stewardship Agreement with the USFS has expanded options to deliver timber / biomass projects allowing proceeds to be reinvested in local fire mitigation projects. The new North Yuba Forest Partnership enhances communication and funding with local government, non-profit organizations, State and Federal agencies, and environmental community-operating from a consensus-based set of goals and priorities for the North Yuba River Watershed. The grants obtained to date coupled with the Master Stewardship Agreement and the addition of a Fire Safe Council Coordinator will strongly enhance the success of the County's fire mitigation efforts.

7. How many wildfire mitigation groups exist within your county?

This may include but is not limited to: Fire Safe Councils, Firewise Communities, fire protection agencies, Resource Conservation Districts, and HOA groups actively engaged in wildfire mitigation projects.

1	Fire Safe Councils
2	Firewise Communities
5	Fire protection agencies
1	Resource Conservation Districts (RCD)
3	Home Owners Associations (HOA)
22	Other
34.00	TOTAL

8. What is the relationship between the various wildfire mitigation groups in your county?

The relationship between fire mitigation groups-whether leadership be provided at the County level, Forest Service level, or at the individual level-is strong, inclusive, and consistent. Meetings are routinely conducted where information is shared, project funding is identified (including grants and other sources), and recommendations are made to further the goals of the mitigation groups and the plans that are in place and which are being administered. Most mitigation groups stress and implement a high priority to resource sharing, communication, transparency, community involvement-all directed to project execution or plan approval and implementation. The size of the County, the intense and effective interaction between Federal, State, and local government agencies coupled with the common goals among fire and emergency service agencies that are considered a "wildfire mitigation group" create a recipe for success and sustainability. The local proclamations of emergency included a request for creation of a program comparable to the threats assessed at Lake Tahoe when the "Lake Tahoe Presidential Forum" occurred and a Presidential executive order of an "interagency partnership" to accomplish numerous goals was executed. The County's effort to get the fire severity issue on the national and state platforms was unsuccessful as the Federal Government and the State of California failed to respond to this threat. This experience showed the County's commitment to fire resilience.

9. How are your county's designated emergency services staff and/or wildfire mitigation groups currently funded?

Funding for emergency and mitigation staff and participants originate from grant programs (Federal, State, Regional) being administered within the County; direct grant funding for projects; County budget contributions and County personnel assigned to fire mitigation programs (County OES staff, County Public Health, Public Health Emergency Preparedness staff, County Sheriff staff and Search and Rescue; Special district funding (Fire Districts); Title III funding to the County Fire Safe Council; Northern Sierra Air Quality Management District staff and direct budget support; donations and fundraisers; Firewise communities and outreach; power and utility agency service involvement (PGE, Liberty Energy, Nevada Energy, Plumas-Sierra Rural Cooperative)-direct staff and funding contributions, and, extensive volunteer service. Communications, networking, and a primary goal of producing results guide the coordination of resources and delivery of programs or projects.

10. Does your county have a county-wide emergency preparedness or protection plan?

Please only answer this question for county-wide plans, not regional or local plans.

- Yes
- No
- Unknown

11. Does your county have a county-wide fire mitigation group, such as a county Fire Safe Council or Resource Conservation District?

Please only answer this question for groups who perform county-wide services, not local or regional groups.

- Yes
- No
- Unknown

Project Information

12. Executive Summary/Abstract

Provide a brief summary (2-3 sentences) of your proposed project.

The existing contract County Forester duties will expand to include the position of Fire Safe Council Coordinator. An Outreach Specialist will be funded under the County Forester's contract to assist the Fire Safe Council to coordinate with wildfire mitigation agencies. This enhancement will implement the county-wide Wildfire Resiliency Program of Work, bolstering its capacity, public presence, and role in helping Sierra County residents become better prepared for wildfire.

13. How will a County Coordinator benefit the county's efforts to encourage county-wide wildfire mitigation, outreach, and coordination?

Sierra County's key wildfire resiliency effort includes strengthening the Sierra County Fire Safe Council, the primary entity that will coalesce the County's existing wildfire mitigation groups and implement a collaborative and robust multi-year Wildfire

Resiliency Program of Work. The County Coordinator will coalesce the wildfire mitigation groups, assess constraints and needs regarding wildfire resiliency efforts, analyze existing project implementation mechanisms, and make recommendations to address deficiencies in mitigation efforts. Based on data gathered during the collaboration, the County Coordinator will develop a multi-year Wildfire Resiliency Program of Work that identifies desired outreach, education, and wildfire mitigation activities, potential funding sources, anticipated timelines, and environmental compliance needs. This Program of Work will provide a framework, timeline, and strategic pathway for which the Fire Safe Council can continue to grow and enhance its role in helping Sierra County residents become better prepared for wildfire.

14. Provide a narrative of the anticipated roles and responsibilities of the County Coordinator within your county.

Please include an outline of their daily/weekly/monthly activities as well as anticipated hours worked per week.

The County Coordinator will manage Sierra County's overall wildfire mitigation outreach and coordination. Key duties include develop relationships and communications between mitigation groups and county officials; analyze census data related to wildfire mitigation efforts; develop recommendations based on census data; report to CFSC staff and submit quarterly programmatic/fiscal reports; direct, oversee, and support the activities of the Outreach Specialist; develop a county-wide Wildfire Resiliency Program of Work, establish a tracking mechanism for data gathered during collaboration, and grant application. The Outreach Specialist will support the roles and responsibilities of the County Coordinator in regards to collaboration/outreach, gathering and tracking data, and sourcing grants.

The Coordinator will utilize Microsoft Office to manage the project, establishing the tasks, timelines, and goals for monthly, weekly, and daily activities. The Coordinator and Outreach Specialist are anticipated to devote an average of 20 hours per week to the project. Months 1-7 will be dedicated to project kickoff, press releases, stakeholder outreach and collaboration, data acquisition from working groups, data analysis, and development, revision, and vetting of the draft Wildfire Resiliency Program of Work amongst the collaborators. Months 8-17 will implement activities and actions identified in the Program of Work, with Month 18 utilized for grant close out and final reporting.

15. How will funds be used to support a County Coordinator?

A project budget will also be required in the following section.

Grant funds will be used to fund under contract the County Fire Safe Council Coordinator and an Outreach Specialist-both positions to be under the existing county forester contract with Sierra County. The current County Forester contract will assume the County Fire Safe Council Coordinator position, roles, and responsibilities and the Outreach Specialist which will be under the direction of the County Fire Safe Council Coordinator providing assistance and support and lead public outreach and education activities identified in the county-wide Wildfire Resiliency Program of Work. Remaining grant funds will be utilized for supplies, project management software, travel, and professional printing services to support the efforts of the County Coordinator and Outreach Specialist.

16. How many wildfire mitigation groups, agencies, and community partners do you anticipate working in partnership with the County Coordinator? Describe how the County Coordinator will work to build relationships and encourage collaboration among all groups.

The County Coordinator will work in partnership with four government agencies, five Ranger Districts amongst three different national forests, seven non-profits, four land trusts, the Sierra Business Council, the County Fish & Game Commission, five Fire Protection Districts, two Firewise Communities, one Resource Conservation District, one incorporated City, the Public Safety Power Shutoff Committee, the County Disaster Council, and the Office of Emergency Services as part of furthering Sierra County's wildfire resilience efforts.

To build relationships and encourage collaboration, the County Coordinator will diligently work to create a clear and compelling case amongst all groups and stakeholders. Both Sierra County and the Sierra County Fire Safe Council assert protection of residents, communities, and natural resources from wildfire as the highest priorities. With a clear vision and purpose, collaboration will be fostered and supported. The County Coordinator will clearly communicate expectations of the collaboration and offer detailed discussion of the desired result of the collaborative effort. The Coordinator will review information received from the outreach and collaboration to establish measurable goals that represent the input of the various mitigation groups. The result, the county-wide Wildfire Resiliency Program of Work, will be presented to the collaborators for review and vetting, with the goal of being viewed as a collaborative achievement.

17. Will the individual filling the County Coordinator role be a new hire, existing employee, or a contract position?

- New hire
- Existing employee
- Contract position

18. If an existing employee will fill the role of the County Coordinator, describe this position's current job functions and why they are best suited to fill the role.

-answer not presented because of the answer to #17-

19. Describe the process for hiring and selecting the County Coordinator.

Include hiring/selection criteria and a timeline to situate the individual in the County Coordinator role.

Sierra County currently has a Registered Professional Forester under contract as the County Forester. This position is responsible for review and assessment of all forestry projects occurring with Sierra County, representing Sierra County in collaborative forestry partnerships, guiding Sierra County in the use of their Master Stewardship Agreement with the Tahoe National Forest, and providing professional forestry advice. Sierra County chooses to expand the role of their contract County Forester to include the stated duties of the Sierra County Fire Safe Council Coordinator. The County Forester is already situated and familiar with the Sierra County Fire Safe Council, wildfire mitigation groups, contacts, and stakeholders that will be involved in the collaborative efforts of this project. Thus, enhancing the County Forester role to include the duties of the County Coordinator is efficient as funds will immediately be put to use upon award, and provides for a known forestry professional to perform interaction and collaboration as Coordinator. Upon grant award, the County Forester will be immediately situated in the County Fire Safe Council Coordinator role.

20. Who will oversee the County Coordinator position?

Please list name, organization/agency, title, contact information, and supervisory responsibilities.

Tim H. Beals, Sierra County, Director of Planning, Oversight of Coordinator

21. Will any other positions or roles provide regular support to the County Coordinator?

This includes volunteers, contractors, or additional support staff.

One contracted Outreach Specialist will provide support to the County Coordinator to assist with collaboration/outreach, gathering and tracking data, and sourcing grants. This Specialist will be under the direction of the County Coordinator.

22. Will funds from the County Coordinator Grant Program be used to supplement the administrative costs of additional employees, such as a supervisor or support staff? If yes, please describe the need:

If no funds will be used to supplement additional employees, outside of the County Coordinator, please put N/A as your answer.

No administrative costs will be charged to this grant. The County has committed to fully administer this grant utilizing direct and in kind cost through the county general fund. Grants successfully obtained by the Fire Safe Council will typically provide an administrative component that will allow the Fire Safe Council to create capacity building as may be appropriate to further the wildfire mitigation program.

23. Location

Enter the latitude and longitude of your county's administration building. Your response must be in decimal format to six places, for example: 39.375097 Latitude and -122.54454 Longitude.

39.5574217	Latitude
120.827890	Longitude
160.39	TOTAL

Project Outcomes and Evaluation

24. Please describe the anticipated outcomes of the County Coordinator Grant Program:

The priority outcome of the County Coordinator Grant Program is to increase the wildfire resiliency of Sierra County residents, communities, and natural resources through targeted and efficient collaborative efforts undertaken by Sierra County and the Sierra County Fire Safe Council. Public education, outreach, fuel reduction project planning, and grant scoping, preparedness, and application are each pivotal components of this larger effort. Related outcomes include the census of Sierra County wildfire mitigation groups, contacts, stakeholders, and project/efforts, which will provide the data necessary to develop the County-wide Wildfire Resilience Program of Work. This Program of Work identifies desired outreach, education, and wildfire mitigation activities, potential funding sources, anticipated timelines, and environmental compliance needs. With the Sierra County Fire Safe Council Outreach Specialist supporting the daily activities of the County Coordinator, the Fire Safe Council will be bolstered through a dedicated contract positions, and through increased public presence and interaction. This strengthening and enhancement of the Fire Safe Council is an outcome designed by the County, such that near the end of the grant term, the Fire Safe Council is situated to take over implementation of the Wildfire Resiliency Program of Work, ultimately continuing to grow and enhance its role in helping Sierra County residents become better prepared for wildfire for years to come.

25. How will you measure the success of the County Coordinator Grant Program?

The measuring of success of the grant will be accomplished through several layers, all of which will guide the County and the Fire Safe Council in future programs, projects, and priorities designed to mitigate wildfire risk. The very reason for adoption of a Program of Work is to measure program success on a routine basis. The Fire Safe Council and Board of Supervisors has clear priorities and expectations leading to a successful fire mitigation program. Secondly, the delivery of projects that mitigate fire risk and/or put programs in place will be self-evident as measures of program success. Thirdly, the routine coordination and meetings implemented by the Fire Safe Council with all of the mitigation partners throughout the County will

provide a significant measure of program success. Fourth and last, the measure of public support will be a key indicator of program success. The public is extremely motivated with 8 of the County's communities actively engaged in Firewise recognition. The general public is a strong advocate for this program and possesses an ongoing monitoring presence that will indicate program successes and support in the future. There is no shortage of motivation and commitment to this program by the public and all partners which translates into a strong commitment on the part of the Fire Safe Council and Board of Supervisors to succeed and to provide effective fire resiliency and wildfire mitigation.

26. How will your county or organization work to sustain efforts toward county-wide collaboration and coordination following the close of the grant term?

The Wildfire Resiliency Program of Work will be a significant and important outcome of this grant. This Program of Work will provide a framework, timeline, and strategic pathway for the Sierra County Fire Safe Council, who will ultimately continue to support implementation of and updates to the county-wide Program of Work. During the grant term, grant sourcing and application will occur for funds to provide for a paid Sierra County Fire Safe Council Coordinator. The County Forester will continue grant sourcing and application efforts to this extent. We anticipate additional capacity building through future grant awards to assist with continued county-wide collaboration. Further, continued collaboration will be achieved through semi-annual collaborator meetings held by the Sierra County Fire Safe Council, in effort to periodically update the Program of Work. Monthly Sierra County Fire Safe Council meetings will address actions necessary to implement the actions identified within the Program of Work. Additionally, the County Forester maintains a Geographic Information System (GIS) containing past, current, and future wildfire resiliency efforts within the County, including the actions identified within the Program of Work. This GIS will provide a spatial tool to be used in tracking, monitoring, and planning the County's various wildfire resiliency projects through time.

Budget [top](#)

Funding Sources	Funds
CFSC County Coordinator Grant	USD\$ 175,000.00
Sierra County General Fund (direct and in-kind contributions)	USD\$ 17,500.00
Total	USD\$ 192,500.00

Funding Uses/Expenses	Expenses
Personnel	USD\$ 158,000.00
Fringe Benefits	
Supplies	USD\$ 8,500.00
Contractual Services	USD\$ 0.00
Travel	USD\$ 5,500.00
Other	USD\$ 3,000.00
Indirect	USD\$ 17,500.00
Total	USD\$ 192,500.00

Budget Narrative

FUNDING SOURCES:

- 1) CFSC County Coordinator Grant - grant application herein.
- 2) Sierra County General Fund - Direct/In-kind.

FUNDING USES:

Personnel: 1) County Coordinator (Contract Position): Hourly rate of \$75.00; No Fringe Benefits; Estimated 80 hours/month for months 1-6 (for Tasks#1-4 in Workplan) and month 18 (for grant closeout/Comprehensive final report), and estimated 40 hours/month for months 7-17 (to direct, oversee and provide guidance for the Outreach Specialist and fuel reduction project layout as per workplan Tasks#5-8).

2) One (1) Outreach Specialist (Contract Position): Hourly rate of \$65.00; No Fringe Benefits; Estimated 80 hours/month for 16 months (Estimated up to 8 weeks to advertise, recruit, interview, and hire Outreach Specialist, leaving 16 months in the grant term).

Supplies: Estimated \$5000.00 total for Microsoft Office (2 users for 18 months), outreach materials supplies including paper, toner, educational materials, signs, postage, and brochures.

Travel: Mileage reimbursement for grant-related travel at \$0.585 per mile (estimated IRS increase in mileage rate for 2022-2023) for Country Coordinator (~\$2000.00) and Outreach Specialist (~\$3500.00 each) for the grant term.

Other: Estimated \$3000.00 for professional printing services for county-wide outreach, including brochures, advertisements, publication fees in local newspapers, professional signage, and website improvement.

Indirect: Sierra County contribution to administration and oversight of the County Coordinator Grant.

Workplan [top](#)

Work Plan

Task #	Activity	Timeline	Responsible Party	Expected Outcome/Result
1	Advertise for Outreach Specialists, hold interviews, hire Specialist for west and east portions of the County. Train specialists on project use of technology including Google Drive, Microsoft Project, roles, responsibilities, expectations, and project tracking. Establish contact list of known wildfire mitigation groups, agencies, and other partners. Design community outreach and collaboration methods, including Fire Safe Council website improvement. Present basic project design and planned timeline to Fire Safe Council Board of Directors and County Board of Supervisors.	October - November 2021	County Coordinator (Oct-Nov) Outreach Specialist (start in November)	Hire one contract Outreach Specialist to work within the Sierra County Fire Safe Council. Establish project tracking process, and roles/responsibilities of Coordinator and Specialist. Establish project file management system. Establish project workplan and workflow. Identification of wildfire mitigation groups, agencies, and other partners, creation of contact list. Apprise Sierra County Fire Safe Council and County Board of Supervisors of project execution plans.
2	Create and advertise schedule of collaboration meetings for wildfire mitigation groups, agencies and community partners. Create and advertise community-level project kick-off meetings. Design, create, prepare, and distribute meeting advertisement through direct mailings, local community websites, local newspapers and well known community gathering locations. Gather results from Fire Safe Council website on collaborator and community input regarding wildfire resiliency needs, analyze and organize input ahead of collaborator/community meetings.	December 2021	Outreach Specialist County Coordinator (supporting role for all Task #2 activities, direct responsibility for analysis and categorization of public input received from Fire Safe Council website & verbal, written responses).	Formally present project to Sierra County wildfire mitigation groups, agencies, and communities. Establish schedule of collaborator and community meetings. Categorization/itemization of public input received on wildfire resiliency needs.
3	Hold initial collaboration meetings with wildfire mitigation groups, agencies, and other pertinent partners. Hold community kick-off meetings throughout County. Present results of initial data gathered from public regarding Sierra County Wildfire Resiliency needs. Gather additional input from meeting attendees on the topic.	January - Feb 2022	Outreach Specialist: Host community meetings, gather additional public input. County Coordinator: Host Collaborator meetings. Direct responsibility for analysis and categorization of input received from Fire Safe Council website & verbal, written responses. Refinement of county-wide input regarding Wildfire Resiliency needs.	1. Formal project presentation to Sierra County Communities, wildfire mitigation groups, agencies, and partners. 2. Gather additional input regarding the County's Wildfire Resiliency needs from meeting attendees. 3. Finalize the list of Sierra County's wildfire resiliency needs, and present to all collaborators, communities, and partners.
4	Creation of draft County-wide Wildfire Resiliency Program of Work based on	March 2022	County Coordinator	1. Development of draft Sierra County Wildfire Resiliency

	needs identified during collaborator and community scoping. Update of the Program of Work during the term of the grant as projects morph and grow.			Program of Work. 2. Presentation of draft Program of Work to collaborators, partners, and Sierra County communities. 3. Finalize Wildfire Resiliency Program of Work based on collaborator/community review. 4. Present Wildfire Resiliency Program of Work for adoption by Sierra County Fire Safe Council.
5	Fire Safe Council capacity building, including scoping for additional members and Directors, grant scoping and strategy, and trainings for existing members, Directors, and Outreach Specialists on the topics of grant administration and grant writing.	March 2022 - Feb 2023	Outreach Specialist	1. Increased public presence of Sierra County Fire Safe Council. 2. Increase membership and community representation within the Sierra County Fire Safe Council. 3. Increased knowledge and skills amongst Fire Safe Council members and Outreach Specialists regarding grant preparedness, strategy, writing, and budgeting. 4. Grant application strategy and preparedness to sustain at least one paid position within the Sierra County Fire Safe Council.
6	Implement Wildfire Resiliency Program of Work components that are feasible and appropriate with County Coordinator grant, specifically 1) Public Education Workshops, 2) Public outreach for fuel reduction projects, 3) Grant Scoping (as per Task#5 above), 4) Fire Safe Council capacity building (as per Task #5 above), and 5) promotion of Firewise Communities.	April 2022- Feb 2023	Outreach Specialist	1. Increased wildfire resiliency as a result of public education and awareness on the topics, of home and community hardening, evacuation, and pre-fire planning. 2. Increased interest and community pursuit of Firewise Community designation.
7	Analysis of public landowner interest in community fuel reduction projects and initial fuel reduction project design and layout.	April 2022 - Dec 2022	County Coordinator	1. Prepare community-level fuel reduction projects identified within the Wildfire Resiliency Program of Work such that treatment prescriptions and methodologies, acres, and environmental compliance needs are identified. 2. Utilize project design information to identify appropriate grant funding sources and application timelines.
8	Grant monitoring and reporting, including monthly check-in meetings with CFSC staff, quarterly meetings with other coordinators and county-wide wildfire mitigation groups, summarization of local groups, grants, and projects within the county at the onset and conclusion of the grant term; tracking and monitoring of collaborative efforts, tasks, meetings, workshops; plans developed during the valid term of the grant; preparation of comprehensive final report summarizing the County Wildfire Outreach and Coordination Plan, key issues, success outcomes and gaps, and recommendations.	Oct 2021- March 2023	County Coordinator	1. Meet grant deliverables and expectations. 2. Provide to the Sierra County Fire Safe Council a report of "lessons learned" and improved network of county-wide collaborators, partners, and other groups to continue to implement, update, and improve the Sierra County Wildfire Resiliency Program of Work.

9	Project Tracking: track and monitor collaborative efforts, tasks, meetings, workshops and plans	Oct 2021- Mar 2023	County Coordinator with weekly/monthly progress input from Outreach Specialist	1. Meet grant deliverable and expectation. 2. Monitor overall project timeline.
10				
11				
12				
Total				

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
IRS Determination Letter		
Organization by-laws		
Board of Directors OR Board of Supervisors roster	✓	Sierra County Board of Supervisors
Three years or most recent 990 or 990EZ form		
Copies of the last five years' audit reports and management letters received from an independent auditor, if applicable,		Sierra County Audit 19-20FY Sierra County Audit 18-19FY Sierra County Audit 17-18FY Sierra County Audit 15-16FY Sierra County Management Letter 19-20FY Sierra County Management Letter 18-19FY Sierra County Audit 16-17FY Sierra County Management Letter 17-18FY Sierra County Management Letter 16-17FY Sierra County Management Letter 15-16FY
Copies of reports of government agencies (Inspector General, state or local government auditors, etc.) resulting from audits, examinations or monitoring procedures performed in the last three years.		
A signed letter from the County's Board of Directors (on county letterhead) stating that your organization is approved to apply for this grant on behalf of the county (see example template). download template		Sierra County Approved Org
Certificate of insurance	✓	Sierra County Insurance Cert
Non-Applicable Documents Memo-County applicants only download template		Sierra County Non-Applicable Docs
Other Documents-Upload any additional or optional documents here.		

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 365708