



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE



## **Forest Health Protection**

### **Technology Development for the Biological Control of Invasive Forest Pests**

# **Proposal Instructions and Program Guidelines**

## Program Objectives, Priorities, and Project Eligibility

The Forest Health Protection (FHP) Biological Control of Invasive Forest Pests Program is a national funding opportunity focused on the development and transfer of technologies aimed at increasing the use and efficacy of biological control for the management of invasive forest pests. Projects submitted to this Program must contribute to fulfilling the Forest Health Protection (FHP) mission: To protect and improve the health of America's rural, wildland, and urban forests - *projects must address the management of invasive forest pests (i.e., plants, insects, and pathogens) using biological control.*

### National BCIFP Program Objective:

The objective of the FHP Biological Control of Invasive Forest Pests Program is **to develop or improve biological control technologies and applications** that increase our ability to manage and restore forest systems from the impact of invasive forest pests.

### National BCIFP Priorities:

Priorities are set by the FHP Directors, which if met, will give a higher ranking to proposals. BCIFP national program priorities are:

1. Developing or improving methods for assessing/predicting the effectiveness of biological control agents
2. Developing techniques and technologies for conducting post-release monitoring and assessments of biological control impacts and agent distribution
3. Improving existing and novel utilization of biological control with other control components of integrated pest management
4. Developing novel biological control strategies through funding of pilot projects
5. Projects that address or support work in disadvantaged communities ([Climate and Economic Justice Screening Tool](#))

### Proposal Requirements and Eligibility:

- ✓ Must address the FHP program mission
- ✓ Must be submitted through the BCIFP Regional Representatives
- ✓ Must have an FHP sponsor who is **directly involved** in the project proposal, development, and implementation. **The FHP sponsor must agree to sponsor the project** prior to proposal submission Have a maximum project duration of 3 years
- ✓ 50/50 match required if you are a non-federal entity receiving funds through a Grant or Cooperative Agreement. However, 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.
- ✓ Must meet FS Grants and Agreements requirements. Please specify where any requested salary expenses are going to (e.g., contracts, in-house, etc.). Additionally, Forest Service recipients must follow the new budget accountability and modernization (BAM) requirements.

### Types of Projects Considered:

BCIFP is currently requesting proposals for innovative projects that will advance the development of technology related to biological control of invasive forest pests. Original innovative pilot projects as well as proposals to expand existing technologies are strongly encouraged. USDA-ARS and APHIS facilities are eligible to apply.

**Note:** *Proposals focused on foreign exploration will not be considered.*

## Submitting New Proposals and Project Reports

This Program is specifically for developing methods and technologies that enhance the effectiveness of FHP Programs and program operations. **Do not** submit proposals that would use BCIFP funds exclusively for biological control research, routine monitoring, or basic technical assistance.

In order to avoid duplication of planned or ongoing work, and to identify avenues for building on current work and potential cooperation, we encourage you to discuss your ideas with members of your local FHP staff and your Regional BCIFP Representative (see below). A maximum of 5 proposals may be elevated by each Region for National consideration.

### Due Dates:

- ✓ There is one request for proposals, annually. New proposals are submitted to the national program by the Regional BCIFP Representatives – so you must work with them. **The deadline to submit New Project Proposals, Progress, and Final Reports to Regional Representatives is November 1, 2024.**
- ✓ **Regional Representatives will submit nationally elevated New Project Proposals along with Progress and Final Reports to the National Program Manager by December 6, 2024.**

### Required Forms:

Use the New Project Proposal, Progress, and Final Report forms available on the [FHP Funding Opportunities](#) web page.

- ✓ **New!!** Use the FY25 fillable “**New Proposal Form**” for submitting a new proposal
  - Projects will only be accepted if they meet the definition of technology and/or methods development
  - The budget should show a thorough explanation of all costs and contributions (including non-federal match or leveraged funds) from the cooperators. Non-Federal entities receiving the funds through a grant or cooperative agreement must show the appropriate cost-share (50/50) match. However, 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. As per the new Budget Accountability and Modernization, salary and expenses (including travel) cannot be added to budgets going to USDA Forest Service recipients.
- ✓ For **Continuing Projects** funded in prior years, whether or not you are requesting funding in the current year, please submit an BCIFP Progress Report form. Use the FY25 fillable “Progress Report” form for submitting a Progress Report. Continuing projects with requests for funding will be evaluated for appropriate performance
- ✓ For **Completed Projects ending by September 30** of the current year, please submit a BCIFP **Final Report** form. Use the FY25 fillable “Final Report” form for submitting a Final Report. If the project is closed but products are pending, please fill out and submit a Progress Report form in lieu of the Final Report form.

**NOTE:** portions of these forms may become available to the public on the [FHP Funding Opportunities](#) web page. Please consider spelling, punctuation, verbiage, etc. accordingly.

<b>BCIFP Regional Coordinators</b>	<b>FHP Program Office</b>	<b>Email</b>
Gina Davis	Regions 1 (Northern Region)	<a href="mailto:gina.davis@usda.gov">gina.davis@usda.gov</a>
Daniel Tekiela	Region 2 (Rocky Mountain Region)	<a href="mailto:daniel.tekiela@usda.gov">daniel.tekiela@usda.gov</a>
Janet Nickerman	Region 3 (Southwestern Region)	<a href="mailto:janet.nickerman@usda.gov">janet.nickerman@usda.gov</a>
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Stacey Clark	Region 5 (California, Hawaii and Pacific Islands)	<a href="mailto:stacey.clark@usda.gov">stacey.clark@usda.gov</a>
Crystal Durbecq	Region 6 (Washington and Oregon)	<a href="mailto:crystal.durbecq@usda.gov">crystal.durbecq@usda.gov</a>
Paul Merten	Region 8 (Southeast Region)	<a href="mailto:paul.r.merten@usda.gov">paul.r.merten@usda.gov</a>
David Mausel	Region 9 (Northeastern Region)	<a href="mailto:david.Mausel@usda.gov">david.Mausel@usda.gov</a>
Joni Johnson	Region 10 (Alaska)	<a href="mailto:joni.m.johnson@usda.gov">joni.m.johnson@usda.gov</a>

## Evaluation Criteria for New Projects and Continued Funding

New Projects will only be accepted if they meet the definition of technology or methods development (National BCIFP Program objective) and will receive additional points if the proposed project and products fit the National BCIFP Program Priorities. New Project proposals are evaluated by a panel of experts that specialize in a wide range of forest health issues. Please present information in a clear and concise manner and use terminology that can be understood by a general audience.

New Project Proposals will be submitted using the online fillable PDF form available at [FHP Funding Opportunities](#) web page. For best results, please use Adobe Acrobat Reader DC when filling out the forms on either PC or Mac machines.

### New Projects will be evaluated using the following criteria:

- 1) **Importance** – Does the proposed project address current BCIFP national program priorities?
- 2) **Technical merit** – Is the project feasible, logical, and technically sound (with necessary permits in place)?
- 3) **Results** – Is the proposed project likely to produce results which will be implemented/applied by FHP personnel, partners, and land managers?
- 4) **Technology Transfer** – Is the project supported with sound technology transfer after completion?
- 5) **Stakeholder and end user involvement (please do not include letters of support)**: Does the project demonstrate support and need by stakeholders/end users from project initiation to the dissemination or distribution of information following project completion?
- 6) **Qualifications of the Investigator and Co-PIs (CVs requested)**: Does the PI or cooperators have the necessary materials (e.g., permits, rearing components, facilities) to conduct the proposed work?
- 7) **Finance and Economic efficiency** : Are the proposed project costs reasonable and fully documented?

***PLEASE DO NOT INCLUDE LETTERS OF SUPPORT!***

### Criteria for Continuing Project Funding and Continuing Projects:

1. Is the Project on track?
2. Are there proposed changes to the original project, and if so, are they reasonable/justified?
3. Is the progress report complete? Does it track information about the project activities by year (not just the activities for the most recent year)?
4. Does the most recent annual progress report clearly describe what techniques, technologies, or methods are working or not working?
5. Is the project within budget? Are proposed changes to the project reasonable?
6. Were completed supporting documents provided?
7. Was BCIFP acknowledged in any interim publications or reports?

**Note:** In all communications of **project results**, the Biological Control of Invasive Forest Pests Program **shall specifically be credited** for cooperation and support (e.g., this project was funded by the USDA Forest Service, Forest Health Protection, Biological Control of Invasive Forest Pests Program, project ID R1-2023-01).