

**Colorado
State
FOREST
SERVICE**

Colorado State University
Fort Collins, Colorado 80523-5060
(970) 491-6303
FAX: (970) 491-7736

Date: May 14, 2003

Grant #03-7140-102

Sundance Trail Guest Ranch
Dan Morin
17931 Red Feather Lakes Road
Red Feather Lakes, CO 80545

Dear Mr. Morin:

Thank you for your concern about wildfire issues in Colorado.

You originally requested \$3,250 to do mitigation assistance in your proposal submitted in October 2002. You have been awarded \$3,250 under the following conditions:

- If your original request was reduced, the reduction is noted on your proposal.
- The grant requires at least a 50/50 match. If you cannot equally match the amount you were awarded, the award will be adjusted or rescinded. Your match must be from nonfederal sources.
- You may not use these funds to purchase capital equipment (individual items costing more than \$5000.00) unless a written waiver is granted.

Additionally, we will be requiring strict documentation. Upon reviewing, completing, and returning the enclosed forms; you will receive 25 percent of the award amount or \$10,000.00, whichever is less, to help you get started. You will need to show match for this advance prior to receiving any further reimbursement. The next 50 percent of the award will be reimbursed to you as receipts for costs and documentation of matching funds are provided to CSFS. The final 25 percent of the award will be distributed upon receipt of the final closeout report. Remember, the total amount of the award must be matched by nonfederal sources. This award may be considered as income by the IRS. You should check with your tax advisor.

The forms required to initiate your award are:

- Project Award Agreement
- Certification regarding Debarment
- Certification regarding Drug-Free Workplace
- Disclosure of Lobbying Activities (only for awards exceeding \$100,000.00)
- W9 Form

CHECKLIST FOR PROJECT AWARD DOCUMENTS

The documents listed below need to be completed, signed, and returned to the Colorado State Forest Service, State Office.

Your grant award will not be valid until all the documents are signed and returned.

Failure to return all signed documents by July 1, 2003 will void the award.

Be sure you read and understand all the requirements of the award.

Documents:

- Project Award
- Non-Construction Program Assurance (SF 424B)
- Drug Free Workplace (AD-1049)
- Debarment Certification (AD-1048)
- Lobbying Certification
- W-9

Return to:

Colorado State Forest Service
Forestry Building, Room 203, ATTN: Homann
Colorado State University
Fort Collins, Colorado 80523

Questions concerning any of the above may be directed to the CSFS office where you submitted your original proposal.

The form required to obtain periodic reimbursement for costs you incur and documentation of your match is:

- Grant Report(s) on the form attached (duplicate as necessary)

The Final Closeout Report to obtain the final 25 percent of the award must include:

- Accomplishments (quantified: # acres treated, # miles of fuelbreak, # of defensible spaces implemented, # of presentations with # of participants)
- Summary of actual costs.
- Summary of matching funds.
- Before and after photos (digital preferred)

Your project will have oversight by your local district forester but disbursement of payments will come from the CSFS State Office. It is important that you include the proper documentation so payment will not be delayed. Your district forester can assist you with this process.

Sincerely,



Richard L. Homann
Fire Division Supervisor

PROJECT AWARD

between

**Sundance Trail Guest Ranch
and the****COLORADO STATE FOREST SERVICE**

Award Number:	7140-102
Estimated Project Cost	\$6,500
Federal (NFP) Award:	\$3,250
Minimum Recipient Match:	\$3,250

* * * * *

THIS PROJECT AWARD is made and entered into this _____ day of _____, 2003, by and between **Sundance Trail Guest Ranch**, herein referred to as the "**Recipient**," and **Colorado State Forest Service**.

PURPOSE: The mission of the **Colorado State Forest Service (CSFS)** is to achieve stewardship of Colorado's environment through forestry outreach and service. Therefore, CSFS is responsible for reducing the impacts of wildfires on Colorado's communities and environment. The CSFS is also responsible for implementing Colorado's portion of the National Fire Plan in firefighting, rehabilitation and restoration, hazardous fuel reduction, community assistance, and accountability. The CSFS will achieve much of this effort through cooperators and partners.

CSFS has received Federal funds from the United States Department of Agriculture (USDA) for accomplishing the purposes of National Fire Plan. These funds have come from the USDA-Forest Service, as authorized by the Cooperative Forestry Assistance Act of 1978, Public Law 95-313; Food, Agriculture, Conservation, and Trade Act of 1990, as amended, Public Law 101-624 (CFDA# 10.664).

The **Recipient** has submitted a proposal to CSFS that addresses the mission, goals and purposes of the National Fire Plan. The proposal has been reviewed and accepted by CSFS during an open and competitive grant application process. The **Recipient's** proposal, including any revisions that may have been made to date, is hereby incorporated by reference and serves as the basis for this award. The proposal, as approved, includes a "work plan and expenditure schedule", and a "proposal budget".

The parties agree to the following:

I. The Recipient agrees to:

- A. Implement the approved proposal, included as "*Attachment A*" to this award.
- B. Monitor to ensure significant progress by September 30, 2003.
- C. Complete and submit to CSFS periodic Grant Report(s)/Reimbursement Request(s), as needed, and a "Close-out Report" that provide details on expenditures and accomplishments resulting from the implementation of this award.
- D. Submit "Grant Report(s)/Reimbursement Request(s)," and "Close-out Report" to CSFS District Office:
- E. As a condition of this award, the recipient assures and certifies that grant funds and match will be expended in accordance with OMB Circular A-87, and, furthermore, that it is in compliance with, and will comply in the course of the award with, all applicable laws, regulations, Executive Orders and other generally applicable requirements, including those set out in 7 CFR 3015, 3017, 3018, 3019, 3051 and 3052, and OMB Circulars A-102 and A-133, which hereby are incorporated in this award by reference, and such other statutory provisions as are specifically set forth herein.
- F. Comply with the assurances and certifications, included as "*Attachment B*" to this award.

II. The Colorado State Forest Service agrees to:

- A. Make funds available to the Recipient, not to exceed \$3,250, to be used for implementation of this award, as described in *Attachment A*.
- B. Make payments to the Recipient upon receipt and approval of applicable Grant Report(s)/Reimbursement Request(s), including Expense Record(s) and Close-out Report.

III. It is Mutually Understood and Agreed:

- A. Award Period: This award is in effect on the date first written above, and will remain in effect until September 30, 2003. It may be amended at any time (through September 30, 2003), as mutually agreed by both parties, in writing.
- B. Extension of Award Period: This award may be extended beyond September 30, 2003 if the Recipient has shown significant progress toward completion of the award elements. Extension must be requested and mutually agreed upon prior to September 30, 2003.
- C. Termination: This award may be terminated by either party upon thirty days notice in writing to the other party. In addition, it is mutually understood and agreed that the Colorado State Forest Service may terminate its involvement in the project for any of the following reasons:
 1. Failure of Recipient to continue to meet CSFS criteria, as set forth in grant application.
 2. Failure of Recipient to generate community commitment or progress on goals as outlined in approved grant proposal and/or the approved plan of work.

- 3. Breach by **Recipient** of any of the terms of this award. (If termination is for non-compliance, the **Recipient** may be required to refund any payments made under this award.)
 - 4. Differences between **Recipient** and the CSFS, which, while not amounting to breach of award, nevertheless make it, in the opinion of the CSFS, difficult or undesirable for the relationship to continue.
- D. Give the CSFS and USDA-FS or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to this award. Retain all records related to this award for a period of three years after completion of the terms of this award in accordance with the applicable OMB Circular: A-102 (governments) or A-110 (nonprofit organizations).
- E. **Recipient** will hold and save the CSFS free from any and all claims or causes of action whatsoever resulting from the obligations undertaken by it under this award or resulting from the work provided for this award.
- F. Acceptance of funding through this award may be considered income by the IRS. The **Recipient** should consult with a tax advisor.

IN WITNESS THEREFORE, the parties hereto have executed this award on the day, month and year written above.

Colorado State Forest Service

BY: _____
 James E. Hubbard
 State Forester

On: _____
 (date)

Sundance Trail Guest Ranch

BY: _____
 Project Representative

On: _____
 (date)

Attachments:

- A - Approved Project (includes original proposal and any revisions; a "Detailed Work Plan and Expenditure Schedule, and a Proposal Budget, if applicable)
- B - Assurances and Certification Regarding Debarment, etc.
- C - W-9 Form
- D - Grant Report/Reimbursement Request Form (duplicate as necessary)
- E - Criteria and Information

2003 Western States Wildland Urban Interface Grant Program

Attachment A

State information for:		03-197140-102
State Contact:	State priority for this application:	
Name:	David A. Farmer, Assistant District Forester, Colorado State Forest Service	
Address:	Foothills Campus, Building 1052 Colorado State University Fort Collins, CO 80523	
Phone:	970-491-8445	
E-Mail:	dfarmer@lamar.colostate.edu	

Applicant Information	
Applicant Name:	Sundance Trail Guest Ranch
Contact Person:	Dan Morin
Address:	17931 Red Feather Lakes Rd. Red Feather Lakes, CO 80545
Phone:	970-224-1222
E-Mail:	info@sundancetrail.com

Community Information	
Community Name:	Glacier View Fire Protection District; village of Red Feather Lakes
County:	Larimer
Community Population:	1000
Congressional District:	4
Homes Protected:	5
What organization in the community is providing leadership for the project	
Homeowners Association	
Fire Department or Protection District	Glacier View Fire Department
Local Government	
County Government	
Corporation	Sundance Trail Guest Ranch
Private Individual	Dan Morin
Hazard Description (Check appropriate type of interface)	
Interface:	<input type="checkbox"/>
Intermix:	<input checked="" type="checkbox"/>
Occluded interface:	<input type="checkbox"/>
Rural interface:	<input type="checkbox"/>
Threat Description (Check what is threatened)	
Homes:	<input checked="" type="checkbox"/>
Businesses:	<input checked="" type="checkbox"/>
Watersheds:	<input checked="" type="checkbox"/>
Infrastructure:	<input type="checkbox"/>
Economic Viability:	<input type="checkbox"/>

Project Summary

Project Type (Check only the primary type): refer to criteria information

Assessment/Scoping:	<input type="checkbox"/>
Planning:	<input type="checkbox"/>
Information/Education:	<input type="checkbox"/>
Implementation/Treatment:	XXXXXXX
Monitoring/Evaluation:	<input type="checkbox"/>

PROJECT DESCRIPTION

How will you mitigate the threats checked in Block 3?

Identify and remove selected trees and ground level fuels to reduce the threat of catastrophic fire to buildings, people and livestock on the guest ranch; including reduction/removal of hazardous fuels, establishing a defensible space around living quarters (5 buildings/homes) and structures, and reduce fuels beyond the defensible space.

Give a brief description of the project steps and activities to achieve objectives.

1. Assessment of property with Colorado State Forester, to identify areas needing attention.
2. Plan fuel breaks and other fuel reduction treatments, identify trees to be removed.
3. Hire staff. Cut, buck and remove trees and slash.
4. Evaluate outcomes of process.

Time-line for meeting the steps listed above. Include major milestones, accomplishments and completion date.

All tasks to be completed in the Spring of 2003. Actual dates to be determined by weather and the availability of resources and staff.

Contributors

Name the private, local, tribal, state, and/or federal organizations that are contributing or participating in getting the project done.

Sundance Trail Guest Ranch, Dan Morin, Colorado State Forest Service, Glacier View Fire Protection District

Project Revenue

Contributors	Grant	Sundance				Total
Dollars (Hard Match)	3250	3250				6500
In-Kind (Soft Match)						
Total	3250	3250				\$6,500.00

Project Costs						
Contributors	Grant	Sundance				Total
Cooperators Salary/ Wages/Benefits	2145	2145				4290
Operating Expenses	715	715				1430
Contractual Services	0	0				0
Capital Expenses	0	0				0
Indirect Costs	390	390				780
Total	3250	3250				\$6,500.00

Additional Comments
<p>The Sundance Trail Guest Ranch is 140 acres adjacent to the Roosevelt National Forest, operating in the forest under a standard U. S. Forestry Service special use permit. Sundance Trail is a both a dude ranch (with approximately 24 guests and 12 staff in the summer), and a Bed and Breakfast/Retreat Center (with slightly fewer people residing here in the winter). The ranch is also the private, year-round home of the owners and staff.</p> <p>This application is intended to help fund the second step of a multi-step, multi-year fuel mitigation project for the property itself.</p> <p>The first step of this project (removal of immediate fuel threats from buildings) was completed in the spring of 2002.</p>

Submit Applications through your local Colorado State Forest Service District Office

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1685), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1506 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

U.S. DEPARTMENT OF AGRICULTURE

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS (GRANTS) ALTERNATIVE I - FOR GRANTEEES OTHER THAN INDIVIDUALS

This certification is required by the regulations implementing Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-607, Title V, Subtitle D; 41 U.S.C. 701 et seq.), 7 CFR Part 3017, Subpart F, Section 3017.600. Purpose: The January 31, 1989, regulations were amended and published as Part II of the May 25, 1990 Federal Register (pages 21681-21691). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON PAGE 3)

Alternative I

- A. The grantee certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about -
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted -
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

U.S. DEPARTMENT OF AGRICULTURE

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published in Part IV of the January 30, 1989 Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

U.S. DEPARTMENT OF AGRICULTURE

Certification Regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-L, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization Name

Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

Form **W-9**
(Rev. January 2003)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific instructions on page 2.

Name _____

Business name, if different from above _____

Check appropriate box: Individual/ Sole proprietor Corporation Partnership Other Exempt from backup withholding

Address (number, street, and apt. or suite no.) _____

City, state, and ZIP code _____

Requester's name and address (optional) _____

Account number(s) here (optional) _____

Part 1 Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part 1 instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
OR								
Employer identification number								

Part 2 Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here

Signature of U.S. person _____ Date _____

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- certify that you are not subject to backup withholding, or
- claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Attachment D
GRANT REPORT/REIMBURSEMENT REQUEST
2003 WSFM COMPETITIVE GRANTS**

1) **GRANT AWARD #:**

2) **TOTAL AWARD AMOUNT:**

3) **COMMUNITY PROTECTED:**

4) **MAKE PAYMENT TO:**
(Include name and mailing address)

5) **FOR WORK COMPLETED BETWEEN** _____ **and** _____
(Date) (Date)

6) **WHAT WAS ACCOMPLISHED?** (Quantity or Status of Project, please be specific and report numbers such as acres treated, numbers of defensible spaces, tons or cubic feet or yards of slash collected, number of presentations, number of plans written. Attach additional sheets if needed)

7) **SHOW BREAKDOWN OF TOTAL PROJECT COST INCURRED BY RECIPIENT FOR THIS REIMBURSEMENT REQUEST:**

a. **TOTAL LABOR COST:** \$ _____
(Use actual costs or \$11.68/hour for donated or volunteers' time)

b. **TOTAL MATERIAL COST:** \$ _____
(Use actual costs or fair market value of donated materials, supplies, or equipment use)

c. **TOTAL PROJECT COST:** \$ _____

8) **AMOUNT PAID TO CSFS FOR PRODUCTS AND/OR SERVICES \$** _____

9) **I REQUEST REIMBURSEMENT IN THE AMOUNT OF \$** _____ **FOR THE WORK COMPLETED AND DOCUMENTED ABOVE:**
(Must not exceed either the Amount Approved above or 1/2 of the amount listed in paragraph 7c)

Award Recipient signature and date

10) **CERTIFICATION:**

WORK MEETS MINIMUM STANDARDS AS CERTIFIED BY CSFS:

CSFS signature and date

(Cumulative reimbursement for the entire project cannot exceed award obligation as identified in Award Document)

Attachment E
2003 Colorado Competitive Grant
Criteria and Information

Awards categories are Assessment, Planning, Information Education, Fuels Treatment, and Monitoring.

Projects may combine any of the awards categories or focus on one category.

Equipment purchases of over \$5000.00 per item are not allowed unless a written waiver is obtained from the Colorado State Forest Service.

Fire Suppression Equipment or Wildfire Suppression Training is not a legitimate use of these grant funds. (Other grant sources may be available for these needs)

The awarded amount comes from a Federal Grant to the Colorado State Forest Service. It must be matched, at a minimum, dollar for dollar, by non-federal funds.

The recipients match may be in the form hard dollars, donated supplies and equipment, or donated or volunteer labor. Donated or volunteer labor value will be calculated at the Regional Rate of \$11.68 per hour.

Buildings and Construction Projects are not allowed under this grant.

Awarded funds may be considered income by the IRS. It is the recipients responsibility to get advice on this from a tax consultant.

Time extensions for completing the project must be submitted in writing within the time periods identified in the award document. It is the recipients responsibility to initiate the request.

If a project is completed under budget, the unused award obligation will remain with CSFS.

The awards granted under this program are intended to result in measurable accomplishment. The funding is tied to specific federal fiscal years. It is not intended to fund full time permanent positions.

It is desirable for projects to be completed within the federal fiscal year they are granted. CSFS has closed all projects funded under this competitive grant program within a two fiscal year period. We will continue to manage the awards this way.

It is expected that projects will meet minimum CSFS criteria (standards) for the type of work done, i.e. Information and Education projects will follow FireWise guidelines; defensible space and other fuels treatment projects will follow published CSFS guidelines; planning and assessment projects will contain at a minimum information suggested by CSFS. CSFS District field offices can provide guidance on criteria.

- 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 170(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-203).
- 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
APPLICANT ORGANIZATION		DATE SUBMITTED	

For Federal Fiscal Year 2003, Congress provided funding assistance to states through USDA Forest Service State and Private Forestry programs. The focus of much of the funding was mitigating risk in Wildland Urban Interface (WUI) areas. In the West, funding was available and awarded through a competitive process with emphasis on hazard fuel reduction, information and education, and community and homeowner action. This portion of the National Fire Plan was developed to assist Interface Communities manage the unique hazards they find around them. Long-term solutions to interface challenges require informing and educating people who live in these areas about what they and their local organizations can do to mitigate these hazards.

The Community Assistance part of the National Fire Plan focuses on assisting people and communities in the WUI to moderate the threat of catastrophic fire through:

Hazardous Fuel Reduction: Fuel reduction projects and vegetation treatments have been identified as a means of mitigating wildfire hazards. These are projects that remove or modify fuels in and/or adjacent to WUI development. Effective fuels mitigation treatments can be implemented across jurisdictional boundaries, on adjoining private lands, or within the respective communities. Projects of this type include fuel breaks, thinning, pruning, landscape modifications, defensible spaces, etc. The overall purpose is to modify or break up the fuels in such a way as to lessen catastrophic fire and its threat to public and firefighter safety and damage to property. Project proposals should consider all elements required to implement treatments on the ground, which includes acquiring the necessary permits and consultations needed to complete plans and assessments.

Information and Education (I&E) In the Wildland Urban Interface homeowners and local government bear much of the responsibility for improving the defensibility of homes in the interface but may lack the knowledge and information regarding what needs to be done and how to do it. Additionally, they may lack the experience and expertise to deliver educational outreach programs to individuals and communities. Projects that develop and/or distribute educational materials and partnering between homeowners, communities, insurance companies and government agencies fit this category.

Planning, Assessment, and Monitoring: Identifying risks and ways to implement mitigation measures within economic, social, and political constraints is necessary for efficient and effective long term solutions in the Wildland Urban Interface. Monitoring of implemented projects leads to improvements in implementation and long term sustainability.

These project categories are complementary to one another.

Examples of Projects that Qualify (not all-inclusive)

Hazardous Fuels Reduction:

- Defensible space around homes and structures.
- Shaded fuel breaks.
- Fuels reduction beyond defensible space.
- Removal of slash including piling and burning; mulching; grinding, etc.
- Prescribed fire.
- Information and Education (I&E) In the Wildland Urban Interface:
- FireWise or similar programs.
- Living with Fire newspaper inserts.
- Fire education components to Project Learning Tree.
- Pamphlets, brochures, handouts.
- Homeowner and Community Action:
- Homeowner-association sponsored fuels reduction projects.
- Municipal, fire district, county coordination of slash disposal.
- Multi-jurisdictional hazard reduction projects.
- Community and local government assessment and planning projects.
- Monitoring of implemented projects.
- Fire prevention projects.

Examples of Projects that Do Not Qualify (not all inclusive)

- Purchase of fire department equipment (try VFA Grant Program).
- Installation of dry hydrants or water storage systems.
- Small business start-up funding.
- Research and development projects (try Economic Action Program).
- Preparedness and suppression capacity building (other SFA funds)

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when the transaction was entered into. If it is later than determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transactions," "debarred," "suspended," "ineligible," "lower tier covered transactions," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, State, zip code)

Check if there are workplaces on file that are not identified here.

Organization Name

Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the grantee is providing the certification set out on pages 1 and 2.
2. The certification set out on pages 1 and 2 is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15).

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) all "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).