

Capital Region PRISM 2024 RFP Selection Criteria

Awards

A Request for proposal is generally awarded funding when a project best meet the goals, objectives, and priority actions that are aligned to the Capital Region PRISM Five Year Strategic Plan 2023-2027 and/or priority examples. In addition, selected RFP proposals will demonstrate the greatest possible justifications and feasibility for success while meeting the highest levels of selection criteria. Applications should submit project proposals that follow a recommended framework of response to address priority objectives. Awards will be dependent on the merits of each project compared to other competing projects. The scope of work should provide a clear connection to invasive species issues or concerns. Projects do not require any matching funds, but documentation of in-kind matches will work in a proposal's favor when ranked for selection of an award. Well documented budgets are required. Proposals that combine elements of prevention, education, outreach, early detection, rapid response, restoration, research, and/or other forms of invasive species' management are encouraged.

Proposals for award will be pre-selected by the members of the Capital Region PRISM Steering Committee and will receive final approval from the New York State Department of Environmental Conservation Invasive Species Coordinate Section. Awards are also contingent upon specific insurance requirements with proof of certificates.

Capital Region PRISM Priority Examples:

- **Respond: Mitigate ecological and economic impacts of priority invasive species using an integrated pest management approach.**
 - *Make effective use of limited resources by prioritizing responses to invasive species infestations. Conduct response actions for Tier 1 and/or 2 invasive species infestations with early detection and rapid response, control, management and/or restoration strategies. Eradication projects focused on Tier 1 or 2 invasive species are preferred over containment, suppression, or exclusion efforts of Tier 3 and 4 invasive species unless those actions are beneficial in protecting threatened, endangered or species of concern. Control projects that manage early detection species or species whose abundance is regionally low or where feasibility of control is high are preferred. Proposals that address invasive species other than Tier 1 or 2 species, which pose a legitimate ecologic threat, will be considered but need justification on the feasibility of work.*
 - *Restore sites following invasive species management and control efforts as needed.*
 - *Conduct and support research involving invasive species. Improve the scientific understanding of the extent, ecological impact, and/or effective controls of invasive species in the Capital Region PRISM through research.*
- **Detect & Monitor: Detect and monitor harmful invasives species approaching and affecting the CR-PRISM.**
 - *Make effective use of limited resources by monitoring priority species and locations. Surveys for Tier 1 and/or 2 species in areas where an introduction pathway exists. Survey methodology will be defined to determine highly probable areas that could support target invasive species. Early detection of invasive species at sites where species are absent, but likely present in low abundance, and evaluate the threat to conservation targets that include rare species and natural areas of statewide significance. Proposals that address species other than Tier 1 and 2 will be considered but need justification on the value of efforts.*
- **Prevent: Minimize the introduction and spread of harmful invasive species into new areas.**
 - *Implement targeted prevention education for priority pathways of invasive species spread. Promote the creation of spread-prevention infrastructure and or materials to address specific pathways of terrestrial and aquatic invasive species spread such as boot brush station and best management practices.*
- **Outreach, Communication, and Education: Build engaged communities that understand, support, and invest in the PRISM's work to prevent, detect, and respond to harmful invasive species in the Capital Region.**
 - *Collaborate and promote programs and events that engage specific audiences in the CR-PRISM's work to prevent, detect, and respond to harmful invasive species in the PRISM Region. Address introduction pathways of invasive pests, pathogens, or species approaching the region. Invasive species programming should enhance public awareness of invasive species issues with documented results such as number of events and number of participants engaged. Programs that focus on prevention or early detection that have broad application, will be preferred. Programs can include widespread Tier 3 or 4 species.*

Scoring Criteria: [Complete the Application: **Appendix A “Scope of Work” with no more than 4 pages** and **Appendix B “Budget” with no more than 2 pages** of single-spaced responses using Calibri font, 11 point and 1” margins] [All aspects of the selection criteria must be addressed.]

RFP Application Selection Criteria	
Appendix 1 – Scope of Work	
-1. Importance	20 points
-2. Priority Objectives	5 points
-3. Proposed Solution	15 points
-4. Measures of Success	15 points
-5. Capacity	10 points
-6. Partnership	5 points
-7. Reporting and Data Sharing	10 points
Appendix B – Budget	
- Budget Form/Table	8 points
- Cost Proposal/Budget Narrative	12 points
Total	100 points
Appendix C -Contractor Insurance Requirements	
With insurance certificate	

Evaluation:

1. Does the scope of work provide a clear connection to invasive species issues or concerns and clearly demonstrate actions tied to the Capital Region PRISM Strategic Plan 2023-2027 Goals, Objectives, and Priority Actions such as...
 - Education, outreach, and communication priority actions
 - Prevention priority actions
 - Deployment/training of an early detection and response network
 - Implementation of best management practices for invasive species response
 - Post treatment monitoring and/or response actions
 - Restoration efforts
 - Research involving studies pertaining to the ecological impact or effective control of invasive species

✓ **If yes go to step 2. If no: reject the proposal.**
2. Is the proposal feasible and contain clear and reasonable justifications?

✓ **If yes go to step 3. If no: reject the proposal.**
3. Does the organization have the capacity to complete the proposal within the given time frame?

✓ **If yes go to step 4. If no: reject the proposal.**
4. If the funding request is for a value between \$2500 and up to \$9,999 are measures or elements present addressing, a framework of response in prioritizing work efforts, and/or integrated pest management strategies [If applicable].

✓ **If yes score the proposal. If clearly no reject the proposal.**
5. If the funding request is for a value between \$10,000 and up to \$25,000 are the selection criteria met above and; Is there a land/lake management plan present and/or invasive species management plan contained in the application. Education, outreach, early detection, and research proposals do not need a management plan.

✓ **If yes score the proposal. If clearly no reject the proposal.**

Criteria:

The scope of work should provide a clear connection to invasive species issues or concerns and clearly demonstrate objectives tied to the Capital Region PRISM Five Year Strategic Plan 2023-2027.

Is the work proposal well justified with stated methods for achievement?

Addressing Capital Region Work Plan and Prism Priority Examples (40%).

- ✓ Importance of work (20 points),
- ✓ Priority objectives (5 points)
- ✓ Stated proposed solution to the problem (15 points)

Is the proposal feasible with well-defined results/outcomes, with units of work to be accomplish identified?

Measurable Results, Outcomes, and Feasibility (40%)

- ✓ Measure of Success (15 point)
- ✓ Capacity (10 point)
- ✓ Partnership (5 points)
- ✓ Reporting and Data Sharing (10 points)

Does the scope of work proposed demonstrate explicit budget justifications?

Personal Services, Equipment, Materials & Supplies, Travel, Outside Services, Quotes etc. (20%)

- ✓ Complete and detailed Budget Form and Narrative (20 points)

Points	Capital Region PRISM 2024 Proposal Selection Criteria
40	<p>1. Importance (0- 20 points) How well does the proposal justify, provide feasibility, and convey the importance of conducting a project?</p> <ul style="list-style-type: none"> a. Executive Summary: Statement problem, proposed solutions, outcomes of work actions identified. Are they Justified and Feasible? b. Geographic location and breadth of application described. Are broad impacts to the environment and or community at large identified and justified. Does the proposed action have a good cost benefit of return? c. Is the targeted invasive species described with NYS Threat Ranking Value and Capital Region PRISM Tier List? d. Is the work being executed in or near an ecologically significant area, important habitat, and/or a conservation management area? Will the work action protect threatened, endangered, or species of greatest conservation need? Is a threat present to human health, livestock, or agricultural crops? Does the conservation target area fall within or near a NY Invasive Species Prioritization Map Models with a High Comprehensive Score? Are incidental damages to native populations considered when applicable? e. Innovation f. For education, outreach, or prevention are audiences identified? <p>2. Priority Objectives (0 -5 points)</p> <ul style="list-style-type: none"> a. How well are one or more of the CR- PRISM's 2023 Strategic Goals, Objectives and Priority Actions addressed ? <p>3. State the Proposed Solution (0 -15 points)</p> <ul style="list-style-type: none"> a. How well does the proposal justify a solution to the stated problem? Is the proposed work likely to meet its stated goals and objectives? Are the best management strategies utilized and practical given the environment and objectives of the work? b. If applicable was an analysis of the Invasive Plant Management Decision Tool executed, or a Framework of Response/ Integrated Pest Management approach outlined and identified? c. Does the applicant provide a land/lake management plan or Invasive Species Management Plan if applicable for higher levels of funding? *ISMP / Management Plan is not needed for Early Detection Surveys, Outreach, Education, Research d. Other: Are restoration practices included in the proposal when applicable?

