

## Capital Region PRISM 2022 RFP Selection Criteria

### Awards

Request for proposals are generally awarded on justifications and feasibility aligned to the Capital Region PRISM 2022 Work Plan. Applications should also demonstrate projects that follow a recommended framework of response to address priority objectives. The PRISM will present prospective applications to a Steering Committee that governs work executed on our behalf. Selected RFP proposals will demonstrate the greatest feasibility and meet selection criteria to a high degree. The scope of work should provide a clear connection to invasive species issues or concerns. The Steering Committee would especially like to encourage proposals for projects that, if selected, will clearly address the goals, objectives, and outcomes as outlined in our [2022 Work Plan](#) and priority examples stated below.

### Capital Region PRISM Priority Examples:

- **Stop Tier 1 or 2 invasive species infestations through Early Detection and Rapid Response, Control, Management, and Restoration.** All proposed control projects must outline project steps. Eradication projects focused on Tier 1 or 2 invasive species are preferred over containment, suppression, or exclusion efforts. 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, that pose a legitimate ecologic threat, will be considered but need justification on the feasibility of work.
- **Surveys for Early Detection Species.** Surveys for Tier 1 and/or Tier 2 invasive species beyond what is documented in iMapInvasives and EDDMaps. 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.
- **Raise public awareness of Tier 1 and Tier 2 Early Detection/Prevention Species.** Address introduction pathways of forest 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 wide spread Tier 3 or 4 species.
- **Improve the scientific understanding of the extent, ecological impact, and effective controls of invasive species in the Capital Region PRISM through research.**

**Scoring Criteria:** The application will be completed in full with no more than 4 pages of single-spaced responses using Calibri font, 11 point and 1” margins. All aspects of the selection criteria must be addressed.

<b>RFP Application Selection Criteria</b>		
<b>Appendix 1 – Scope of Work</b>		
-1. Importance	15 points	
-2. Priority Objectives	5 points	
-3. Proposed Solution	10 points	
-4. Measures of Success	15 points	
-5. Capacity	10 points	
-6. Partnership	5 points	
-7. Reporting and Data Sharing	15 points	
<b>Appendix B – Budget</b>		
	25 points	
<b>Proposal Total</b>	<b>100 points</b>	

## 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 priority objectives and 2022 Work Plan such as...
  - Prevention, education, and outreach strategies.
  - Creation of early detection and rapid response networks.
  - Implementation of treatments or best management practices for invasive species control.
  - Restoration efforts.
  - Post treatment monitoring.
  - 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 with in 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 \$10,000 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. If yes score the proposal. \*Early detection surveys 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 priority objectives and work plan.

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

#### ***Addressing Capital Region Work Plan and Prism Priority Examples (30%).***

- ✓ Importance of work (15 points),
- ✓ Priority objectives (5 points)
- ✓ Stated proposed solution to the problem (10 points)

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

#### ***Measurable Results, Outcomes, and Feasibility (45%)***

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

### Does the scope of work proposed demonstrate explicit budget justifications?

#### ***Personal Services, Equipment/Tools, Materials Supplies, Outside Services and Quotes (25%)***

- ✓ Complete and detailed Budget Form (25 points)

Points	Capital Region PRISM 2022 Proposal Selection Criteria
30	<p><b>1. Importance (0- 15 points)</b> How well does the proposal justify, provide feasibility, and convey the importance of conducting a project?</p> <ul style="list-style-type: none"> <li>a. Executive Summary: Statement problem, proposed solutions, outcomes of work actions identified. Are they Justified and Feasible?</li> <li>b. Geographic location and breadth of application been described? Are broad impacts to the environment and or community at large identified and justified. Does the proposed action have a good cost benefited of return?</li> <li>c. Is the targeted invasive species described with NYS Threat Ranking Value and Capital Region PRISM Tier List?</li> <li>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?</li> <li>e. Innovation</li> <li>f. <i>For education, outreach, or prevention are audiences identified?</i> Other: <i>Are incidental damages to native populations considered when applicable?</i></li> </ul> <p><b>2. Priority Objectives (0 -5 points)</b></p> <ul style="list-style-type: none"> <li>a. How well does the proposal address one or more objectives in the PRISM's 2022 Work Plan or Priority Examples?</li> </ul> <p><b>3. State the Proposed Solution (0 -10 points)</b></p> <ul style="list-style-type: none"> <li>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?</li> <li>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?</li> <li>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*</li> <li>d. Other: <i>Are restoration practices included in the proposal when applicable?</i></li> </ul>
15	<p><b>4. Measures of Success</b></p> <ul style="list-style-type: none"> <li>a. Are examples of successful techniques or approaches identified?</li> <li>b. Evaluation of the project's outcome identified How will the success of the proposed work be evaluated?</li> <li>c. Potential long-term successes of the project stated?</li> <li>d. Does the proposal state methods or practices for post treatment monitoring and reporting if applicable?</li> </ul>
10	<p><b>5. Capacity</b></p> <ul style="list-style-type: none"> <li>a. Does the organization and key personnel have the capacity/ability to complete the proposed project well? - If not, how does the proposal address needed resources to complete the project?</li> </ul>
5	<p><b>6. Partnership</b></p> <ul style="list-style-type: none"> <li>a. Does the proposed work involve multiple partners? (collaborations with organizations/other partners)</li> <li>b. Is the applicant an active PRISM partner? (conducting joint efforts in field, committee member etc.)</li> </ul>
15	<p><b>7. Reporting, Deliverables, and Data Sharing</b></p> <ul style="list-style-type: none"> <li>a. iMap User Name, Person #, Record or Presence Id.</li> <li>b. Screen Shot of Identify and Measure Tool Polygon</li> <li>c. Brief plan of what tool will be used in iMap, what metrics will be captured, and how shared.</li> </ul>
25	<p><b>8. Budget: Table, Justification, Time Frame/Calendar, and Reporting</b> Is the funding request justified, demonstrated, and cost effective?</p> <ul style="list-style-type: none"> <li><b>1 &amp; 2 Budget Form /Justification:</b> Are costs for personal services, sub-contractors, equipment, etc. well identified? <ul style="list-style-type: none"> <li>- Are sub-contractor costs included with detailed description of work to be performed and itemized?</li> <li>- Has the prior history of working with subcontractors been demonstrated?</li> <li>- Have indirect cost included and significant matches in kind identified?</li> </ul> </li> <li><b>3.</b> Time line stated, NYS State DEC permits identified.</li> <li><b>4.</b> Method of reporting results or work identified for the year end requirement.</li> <li><b>5.</b> Are approvals and permissions to work on stated properties acknowledge by private or public holdings?</li> <li><b>6.</b> Are dates acknowledged in which permits should be secured by for successful outcome of the project?</li> </ul>

