

**Arizona Department of Forestry and Fire Management**  
**Grant Agreement No. 24-CWDG-802**  
**Community Wildfire Defense Grant Program**

This grant agreement (“Agreement”) is entered into by and between the (“Grantee”) Arizona Department of Forestry and Fire Management (“State Forestry” or “State”) and (“Sub-grantee”), **Cochise County** (UEI #LNCRRL2K1DA9), pursuant to the Cooperative Forestry Assistance Act of 1978, Public Law 95-313, as amended; Food, Agriculture, Conservation, and Trade Act of 1990, as amended, Public Law 101-624.

**I. PURPOSE OF AGREEMENT**

State Forestry is a primary recipient of grant funds provided by the USDA Forest Service to assist in the advancement of forest resources management; forest insect and disease management, urban and community forestry, development and transfer of new and improved fire control technologies, organization of shared fire suppression resources, forestry resources planning, conservation of forest land, and achievement of a number of other goals for the use and protection of forest lands. This agreement is a sub-award of those federal grant funds authorized under Arizona Revised Statute 37-1302.

Subaward of Federal Award # **24-DG-103000-033**, dated **09/16/2024**

The Federal Assistance Listing Number is **10.720, Community Wildfire Defense Grant**, U.S. Department of Agriculture, Forest Service.

**II. SCOPE OF WORK**

Compensation is contingent upon Sub-grantee fulfilling the Scope of Work and project commitments as identified in the Grant Application (Attachment A) and as amended by the approved Detailed Project Plan (Attachment B).

**III. PROGRAMMATIC CHANGES**

Sub-grantee shall obtain prior written approval for any changes to the scope of objectives of the approved project, key personnel, or transfer of substantive programmatic work to another party.

**IV. TERM OF AGREEMENT**

This Agreement shall be effective immediately upon signature by all parties and will terminate on **December 31st, 2026** unless otherwise terminated or modified pursuant to the terms herein.

**V. COMPENSATION AND MATCHING INVESTMENT**

Grant funds may be utilized for up to **10%** of the total cost of this program. Support documentation outlining project costs including cost share match is required.

Compensation under this agreement shall be on a reimbursement basis, shall not exceed the total eligible costs of the project, and total compensation (federal portion) **shall not exceed \$150,000.00**

Only costs for those project activities approved in (1) the initial award, or (2) approved modifications thereto, are allowable. All payments are contingent upon the availability of funds and reimbursement by the United States Department of Agriculture, Forest Service.

Reimbursement payments will be made to the Sub-grantee normally within ninety days after receipt of the reimbursement request and required documentation.

## **VI. ELIGIBLE COSTS**

Eligible costs must be incurred during the Term of the Agreement, conform with the General Provisions of this Grant Agreement (Attachment C) and all other provisions identified herein, and be submitted to State Forestry along with detailed supporting documentation. This is a reimbursable grant program. Support documentation must show dates and amounts of all expenses (See Attachment D).

Reimbursement for purchase of Capital Equipment (equipment costing more than \$5,000 per unit price) is **NOT allowed** under this agreement. Capital Equipment may only be used as match with prior approval from State Forestry.

This is an award of Federal financial assistance and is subject to the Office of Management and Budget (OMB) guidance in Subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. All Federal and Sub-grantee matching/cost-share contributions are subject to applicable guidance. All project expenditures are subject to the Single Audit act of 1984 and payments shall adhere to the Federal Cash Management Improvement Act (CMIA).

## **VII. ADMINISTRATIVE AND ACCOUNTING REQUIREMENTS**

It shall be the responsibility of the Sub-grantee to establish and document both accounting and administrative control procedures for their organization. Such procedures shall be followed to ensure grant funds are being tracked and spent in accordance with all applicable laws and within the terms of the grant agreement/award. Sub-grantee accepts full liability for resources administered through the grant.

## **VIII. AUDIT REQUIREMENTS**

SINGLE AUDIT ACT OF 1984: All project expenditures are subject to the Single Audit act of 1984 and all relevant Office of Management and Budget (OMB) guidance including 2 CFR 200, Subpart F. Sub-grantees are subject to audit if their share of federal financial assistance is \$750,000 or more for a single fiscal year. Federal financial assistance includes reimbursements under this award and all other financial assistance originating from any agency of the federal government during the Sub-grantee's fiscal year. Sub-grantee will be required annually to report compliance with this requirement.

ARS 35-181.03. Sub-grantee must also comply with applicable ARS 35-181.03 provisions for financial and compliance audits.

In the event that an audit determines that unallowable costs have been charged to the grant and funds have been disbursed to the Sub-grantee, then the Sub-grantee accepts full liability and must pay back all costs incurred and deemed unallowable. Any audit involving a Federally-funded grant shall provide a copy of the audit report to the Federal Audit Clearinghouse within 30 days after receipt from the auditor or nine months from the close of the sub-grantee's fiscal year, whichever is earlier.

## **IX. PROCUREMENT REQUIREMENTS**

All procurement activities shall be in compliance with State, Federal, and local laws including Office of Management and Budget (OMB) guidance in subparts A through F of 2 CFR Part 200, Subpart D as adopted and supplemented by the USDA in 2 CFR Part 400. All Sub-grantees are responsible for developing, documenting, and adhering to their own established procurement processes that include both administrative and accounting controls.

## **X. REPORTING REQUIREMENTS**

Sub-grantee shall monitor the performance of the grant activities to ensure that performance goals are being achieved. Sub-grantee shall provide detailed grant/project accomplishments in quarterly reports to State Forestry no later than 30 days after the end of each calendar quarter, or as requested by State Forestry. Quarterly performance reports shall follow the format identified in Attachment E or as may be revised by State Forestry. Reports (quarterly and final reporting) will contain information on the following: (1) A comparison of actual accomplishments to the goals established for the period and for the entire program or project, (2) Output of the project that can be readily expressed in numbers, such as acres of forest treatment, number of citizens served, or other similar activities. A computation of cost per unit of output may be required where applicable, (3) Reason(s) for delay if established goals were not met. (4) Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs. (5) Before and after pictures (required for final report and optional for quarterly reporting). (6) Mapping in the form of a pdf/paper map and matching shapefiles (if required for final reporting, see Section XI below).

Financial/Reimbursement requests may be submitted as often as monthly. Reimbursement requests shall follow the format as identified in Attachment E or as may be revised by State Forestry. Reimbursement requests submitted with documentation (grant share or match) that is older than 6 months will not be accepted without prior approval.

Cumulative match share must accrue proportionally with reimbursable costs. Each reimbursement request must have the minimum required match share included and documented (minimum cumulative match must reflect equal proportion to the cumulative total amount). It is allowed to document match over the required match share in each reimbursement request and to use this towards the total grant match requirement.

Financial/Reimbursement requests may be held for processing until quarterly accomplishment/performance reports are current.

A final accomplishment report and all financial/reimbursement requests and required documentation shall be provided at completion of the grant project, but no later than 30 days after the end of grant the term. Final financial reimbursement may be held until all accomplishment reporting is complete and submitted to State Forestry.

All accomplishment and financial reports shall be submitted to the State Forestry contact as identified below in Section XIII (PRINCIPLE CONTACTS).

Sub-grantee shall immediately notify State Forestry of developments that have a significant impact on the activities supported under this grant. Also, notification shall be

given in case of problems, delays or adverse conditions that materially impair the ability to meet the objectives of the agreement. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.

Any change to the original grant application scope of work or approved detailed project plan must have prior written State approval. Incurring costs without prior written approval may result in loss of funds reimbursed.

**XI. MAPPING (CHECK ONE)        X   Required             Not Required**

Project Center Coordinates (in Decimal Degrees):

Latitude (y-coordinates)   31.39090  N      Longitude (x-coordinates)   -109.929900  

Center coordinates are required for all projects, regardless of mapping requirements. If the project requires a mapping component, both a 1-page PDF map and matching GIS (Geographic Information System) polygon data are required prior to project start date and at the time of final accomplishment report submission. Data files (Shapefiles, File Geodatabase, or KML polygons) created using GIS applications, must be submitted showing treatment/project area(s) and their name(s) or parcel number(s). GIS acres must match projected and actual treatment acres.

**XII. COMPLIANCE AND PERMITS**

Grantee agrees that it is responsible for acquiring all permits required by applicable federal, state, and local jurisdictions prior to treatment. Grantee also agrees that it is responsible for adherence to all applicable statutes, regulations, ordinances, and codes promulgated by applicable federal, state, and local jurisdictions, including but not limited to environmental regulations concerning the presence, existence, discharge, emission, or removal of any substances such as by-products, wastes, pollutants, and hazardous and toxic materials.

**XIII. PRINCIPAL CONTACTS**

NOTE: Principal contact should be one contact person responsible for overseeing all elements of the grant project including but not limited to accounting, administrative and field portions of the project.

Each party certifies that the individuals listed below are authorized to act in their respective areas for matters related to this instrument.

**Principal Sub-grantee Fiscal Contact:**

John Boswell, Grants Administrator  
1415 Melody Lane, Building G  
Bisbee, AZ 85603  
(520) 432-9380  
jboswell@cochise.az.gov

**Principal Sub-grantee Programmatic Contact:**

Daniel Duchon, Director of Emergency Management  
1415 Melody Lane, Building A

Bisbee, AZ 85603  
(520) 432-9220  
dduchon@cochise.az.gov

**Principal Arizona State Forestry Contact:**  
**Karl Gehrke, Grants Coordinator**  
**Arizona Department of Forestry and Fire Management**  
**1110 West Washington, Suite 500**  
**Phoenix, AZ 85007**  
**602/909-9141**  
**kgehrke@dffm.az.gov**

**XIV. NOTICES**

Any and all reports, notices, requests or demands given or made upon the parties hereto, pursuant to or in connection with this Agreement, unless otherwise noted, shall be delivered in person, sent by electronic mail, or sent by United States Mail, postage prepaid, to the parties at their respective addresses as set forth immediately below:

<u>STATE FORESTRY</u>	<u>SUB-GRANTEE</u>
<b>Karl Gehrke</b> <b>Grants Coordinator</b> <b>Arizona Department of Forestry and Fire Management</b> <b>1110 West Washington, Suite 500</b> <b>Phoenix, AZ 85007</b> <b>602/909-9141</b> <b>kgehrke@dffm.az.gov</b>	<b>Ann English</b> <b>District 2 Supervisor</b> <b>Chairman, Board of Supervisors</b> <b>1415 Melody Lane, Building G</b> <b>Bisbee, AZ 85603</b> <b>(520) 432-9200</b> <b>Board@Cochise.az.gov</b>

**XV. AWARD CLOSEOUT**

Sub-grantee shall close out the grant within 30 days after expiration or written notice of termination. If this award is closed out without audit, Arizona State Forestry and the U.S. Forest Service reserve the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

**XVI. AUTHORITY**

Sub-grantee shall have the legal authority to enter into this agreement, and shall have the institutional, managerial, and financial capability to ensure proper planning, management, accounting and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.

**XVII. ATTACHMENTS**

The following Attachments are part of this Agreement:

- A. Project Application
- B. Detailed Project Plan
- C. General Provisions
- D. Documentation of Expenses

E. Quarterly Report and Reimbursement Form.

Additional Certifications (require separate signatures):

**AD1048** - USDA Form AD-1048 Debarment Certification

**XVIII. IN WITNESS WHEREOF**, the parties agree to execute this agreement as of the last date written below.

<p><b><u>STATE FORESTRY</u></b></p> <p>Arizona Department of Forestry and Fire Management. 1110 West Washington, Suite 500 Phoenix, AZ 85007</p>	<p><b><u>ACCEPTED BY SUB-GRANTEE</u></b></p> <p>Cochise County 1415 Melody Lane, Building G Bisbee, AZ 85603</p> <p><b>Vendor ID:</b> IV0000001727 <b>Address Code:</b> Cochise County</p>
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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Print or Type Name

**Arizona State Forester**

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

**Assistant State Fire Management Officer**

Date: \_\_\_\_\_

**ATTACHMENT A**

**Project Application  
(Cover Sheet)**



[Home](#) [Applicant Login](#) [Reviewer Login](#) [Admin Login](#) [Search Applications](#)

## Application :: AZ / Cochise CWPP Rewrite

Submitted on Nov 7, 2023

[Applications](#)

Grant Sections	Reviews			Average
	#1	#2	#3	
2. Expiration Date	0	0	0	0.00
4. Purpose	0	0	0	0.00
5. Grant Component Type	0	0	0	0.00
6. At-Risk Community	0	0	0	0.00
7. Roofing Code/Ordinance	0	0	0	0.00
8. Grant Waiver	0	0	0	0.00
9. Project Description	10	5	3	6.00
11. Budget Explanation	10	6	10	8.67
12. Accomplishments	10	9	8	9.00
13. Collaboration	10	10	8	9.33
14. Landscape Impacts	9	8	6	7.67
15. Project Sustainability	10	10	8	9.33
16. Low-Income Community	10	10	10	10.00
17. Severe Disaster Impact	0	0	0	0.00
18. Wildfire Hazard Potential	20	20	20	20.00
<b>Review Total Score:</b>	<b>89</b>	<b>78</b>	<b>73</b>	<b>80.00</b>
<b>Review Rank:</b>	<b>3</b>	<b>7</b>	<b>5</b>	<b>5.00</b>

<b>FY 2023 USDA Forest Service Community Wildfire Defense Grant Application</b>	<b>File Name</b>		
	State: AZ	Keyword: Cochise CWPP Rewrite	
	Region:	Priority:	Id:
	<b>Administration Information</b>		
	Funds Requested:	\$135,000	
	Match:	\$15,000	
	<b>Score:</b> 80.00	<b>Ranking:</b>	<b>Project Funding:</b> \$150,000

Proposal Cooperator [AZ]					
<b>1</b>	Cooperator Organization:	Cochise County Emergency Management			
	Contact Person:	Private information removed for privacy			
	Address:	Private information removed for privacy			
	City:	Bisbee	State:	AZ	ZIP Code: 85603
	Phone:	Private information removed	Email:	Private information removed for privacy	

Applicant Information [AZ]					
<b>1</b>	Applicant:	Cochise County Emergency Management			
	Contact Person:	Private information removed for privacy			
	Address:	Private information removed for privacy			
	City:	Bisbee	State:	ARIZ	ZIP Code: 85603
	Phone (work/cell):	Private information removed	Fax:	Private information removed for privacy	
	Email:	Private information removed for privacy			
	Federal Tax ID:	86-6000398	UEI:	LNCRRL2K1DA9	

Provide the expiration date for your sams.gov Unique Entity Identifier (UEI) number registration. Note: The UEI# and an active sam.gov registration are needed to apply for the grant.

### UEI # and Sams.gov Expiration Date

UEI # and Sams.gov expiration date: 02/01/2024

**2**

<b>Project Information</b>
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<b>3</b>	Name of the Project:	Private information removed, Cochise County
	Community Name(s):	Cochise County
	Counties:	Cochise
	Congressional District:	2

### GIS Coordinates

Ref. Point Name:

Lat/Long:

Description:

**3**

Area Name:

Boundary Lat/Longs:

Description:

**Provide a brief overview and purpose statement for the project, addressing the overall intent of this program to assist communities with planning and mitigating their risk against wildfire.**

### Brief Project Overview and Purpose

The scope of the Cochise County Community Wildfire Protection Plan (CWPP) is to update the prior CWPP, which was finished in 2014. The new CWPP will include all 6,219 square miles of Cochise County, home to the highest number of special status species in the state, its seven incorporated areas, numerous unincorporated communities, 14 fire districts, two federally designated U.S. Fish and Wildlife Service refuges, and many land management agency stakeholders such as: Bureau of Land Management (BLM), US Forest Service (USFS), National Park Service (NPS), Department of Defense (DoD) Fort Huachuca, Arizona Department of Forestry and Fire Management (DFFM), Arizona State Land Department, Arizona Department of Game and Fish, incorporated communities, private property owners, the agriculture community, large commercial property holders such as Freeport-McMoRan mining, the Whitewater Draw, Hereford, Willcox-San Simon, and San Pedro Natural Resource Conservation Districts, and the critically important Fort Huachuca Sentinel Landscape, where conservation, working lands, and national defense interests converge in protection of Army Base, Fort Huachuca, whose number one environmental threat is wildfire.

The project will identify at-risk communities and serve as a guide for prioritized land management projects that cross the myriad of jurisdictional boundaries common in western states. Working with local, state, and federal partners to draft the plan will enhance collaboration and allow projects to be prioritized and executed based on community needs. With its direct connection to the local citizenry, the County level is the most appropriate and lowest level of government capable of completing such a project. The federal land management agencies and the Fort Huachuca Sentinel Landscape Partnership support the County in this effort.

**4**

The project will include: an assessment/analysis section; a mitigation plan; and implementation recommendations.

The assessment and analysis section is comprised of:

- Define the WUI and its delineation.
- Collaboratively establish the desired future fuel level condition and wildfire mitigation measures.
- Conduct analysis to determine fuel regime, condition, class, and hazards.
- Take inventory of communities, specifically the growth or change since the 2014 CWPP.
- Identify values at risk, transitions to the WUI, community/cultural values, recreational areas, and wildlife habitats.
- Determine local levels of preparedness and protection capabilities.
- Identify treatment management units, recommend treatments. Identify fuel modification and treatment plans. Estimated costs and timeframe of projects.

The community mitigation section includes:

- Fuel reductions priorities
- Proposed projects, by location, size, agency, cost

A revised CWPP will facilitate achieving overarching goals of the Cohesive Wildfire Management Strategy:

- Resilient Landscapes
- Fire Adapted Communities
- Safe and Effective Wildfire Response

**Respond with the grant component type that applies to the application: (please select only one per application)**

**1.) Creating or Updating a Community Wildfire Protection Plan (CWPP) that is more than five (5) years old.**

2.) Project described in a CWPP that is less than ten (10) years old. Include the Name and Date of the CWPP. (See NOFO for CWPP alternative requirements such as Hazard Mitigation Plans)

## Grant Component Type

Creating or updating a CWPP that is more than five years old. The prior Cochise CWPP was completed in 2014.

5

**Please respond yes or no if the community is considered "at-risk" (please refer to the definition within the NOFO). Provide a web link to the verification source. (Note: At-Risk is a basic eligibility requirement of this grant opportunity. If the answer to this question is "no," do not proceed with the application process.)**

### Is your community considered "at-risk"

Yes. Cochise County, AZ, is considered at risk. It has a higher Wildfire Risk to Homes than 92% of counties in the nation. (Source: Wildfire Risk to Communities. Scott JH, Gilbertson-Day JW, Moran C, Dillon GK, Short KC, & Vogler KC. (2020). Wildfire Risk to Communities: Spatial datasets of landscape-wide wildfire risk components for the United States. Fort Collins, CO: Forest Service Research Data Archive. Updated 25 November 2020. As reported by the CWDG Data Tool, <https://wildfirerisk.org/cwdg-tool/4003>).

6 Furthermore, the Forest Service Southwestern Region has identified the Fort Huachuca Sentinel Landscape as one of the Priority Landscapes to implement restoration treatments to confront the National Wildfire Crisis. In response to the National Wildfire Crisis, the Forest Service has launched a robust, 10-year strategy to squarely address this wildfire crisis in the places where it poses the most immediate threats to communities, a central factor in the strategy to confront the wildfire crisis.

Arizona Department of Forestry and Fire Management's Wildfire Risk assessment tool (AZ WRAP) identifies Ramsey Canyon and Parker Canyon Lake as the Highest Community's At Risk in Cochise County. Additionally, the communities of Paradise, Sierra Vista, Cochise, Lewis Springs, Bisbee, Dragoon, Cascabel, Mescal, and West Turkey Creek as also rated "High" risk areas as well. ([dffm.az.gov/fire/prevention/arizona-at-risk](http://dffm.az.gov/fire/prevention/arizona-at-risk))

**Do you currently have, or will you adopt prior to grant award, an ordinance or regulation that requires that roofs for new building construction, as well as the reroofing or replacement of a roof on existing buildings, adheres to standards that are similar to, or more stringent than, the roof construction standards established by the National Fire Protection Association or applicable model building code established by the International Code Council (this is not a requirement for eligibility but determines the source of funds).**

### Roofing Code/Ordinance

Cochise County Development Services Department utilizes the 2015 International Residential Building code. The code applies to all residential builders except those permitted to opt-out and includes the following general provisions for roof assemblies in Section 1505.1: Roof assemblies shall be divided into the classes defined in this section. Class A, B, and C roof assemblies and roof coverings required to be listed by this section shall be tested in accordance with the ASTM E108 or UL 790. In addition, fire-retardant-treated wood roof coverings shall be tested in accordance with ASTM D2898. The minimum roof coverings installed on buildings shall comply with Table 1501.1 based on the type of construction of the building. Exception: Skylights and sloped glazing that comply with Chapter 24 or Section 2610.

**Are you planning on applying for a grant match waiver based on the project serving an underserved community? Please respond yes or no. If yes, include sufficient supporting documentation in your waiver request to demonstrate that the community is disadvantaged by either using the Climate and Economic Justice Screening Tool (CEJST) or by meeting the Low-Income definition. Note: Underserved communities are eligible to request a match waiver, as well as Tribes, Pacific Island Territories, and the USVI.**

### Grant Waiver

Not requested.

8

**10 points. 9000 characters including spaces.**

**Clearly define the scope of the project, what the project proposes to accomplish, why it is important, and how it supports the Cohesive Wildland Fire Management Strategy and relevant State Forest Action Plan (or equivalent Tribal plan). Provide a comprehensive but succinct overview of the proposed project that includes basic details of who is doing what, where, and**

*comprehensive but succinct overview of the proposed project that includes basic details of who is doing what, where, and why this is important. Explain how the project is described in a CWPP (or acceptable alternative as described in the NOFO). Specify if benefits to traditionally underserved or marginalized audiences are a component of the work.*

## Project Description

The scope of the Cochise County Community Wildfire Protection Plan (CWPP) is to update the current CWPP that was completed a decade ago and is now outdated.

The new CWPP will include all of Cochise County, its seven incorporated areas, numerous unincorporated communities, 14 fire districts, two federally designated U.S. Fish and Wildlife Service refuges, and many land management agency stakeholders such as: Bureau of Land Management (BLM) and its San Pedro River National Conservation Area, US Forest Service (USFS), National Park Service (NPS), Department of Defense (DoD) Fort Huachuca, Arizona Department of Forestry and Fire Management (DFFM), Arizona State Land Department, Arizona Department of Game and Fish, private property owners, the agriculture community, large commercial property holders such as Freeport-McMoRan mining, the Whitewater Draw, Hereford, Willcox-San Simon, and San Pedro Natural Resource Conservation Districts, and the critically important Fort Huachuca Sentinel Landscape, where conservation, working lands, and national defense interests converge in protection of Army Base, Fort Huachuca, whose number one environmental threat is wildfire

The project will identify at-risk communities and serve as a guide for prioritized land management projects that cross the myriad of jurisdictional boundaries common in western states. Working with local, state, and federal partners to draft the plan will enhance collaboration and allow projects to be prioritized and executed based on community needs. With its direct connection to the local citizenry, the County level is the most appropriate and lowest level of government capable of completing such a project. The federal land management agencies and the Fort Huachuca Sentinel Landscape Partnership support this project, as it will lead to more wildfire response strategies and address the most pressing environmental threat to local communities, forests, and riparian areas.

In 2015, local stakeholders gathered to create the Fort Huachuca Sentinel Landscape. The purpose of this group is to use collaborative, community-driven strategies to manage problems like water conservation/re-charge, agricultural usage, wildlife habitat, and military mission protection.

The Fort Huachuca Sentinel Landscape is located primarily in Cochise County. The designation as a national Sentinel Landscape in 2015 and expansion in 2022 from 1.6 million acres to 2.9 million acres, recognizes the critical need to protect working or natural lands important to the Nations defense.

The Sentinel Landscape footprint helps protect Fort Huachuca and its unmanned aerial vehicle training airspaces, which is one of the largest across the globe and supports operations for the military and U.S. Customs and Border Protection. Low levels of electromagnetic interference, supported by a high altitude bowl created by Sky Island Mountains, support the Forts mission, and highlights the importance of responsible land management as it relates to national security and the military mission

9 Development pressure continues to increase in the region due to urban sprawl and population growth, and the global Covid-19 pandemic which inspired rural growth and pushed housing further into the WUI. A plethora of land management challenges have arisen, such as zoning, airspace, aquifer depletion, erosion, non-native grassland encroachment, riparian habitat degradation, climate challenges and prolonged drought, and increased wildfire threat.

In January 2023, Cochise County completed a FEMA approved Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) with wildfire being listed as highly-probable, high-severity, and having the highest score on Calculated Priority Risk Index (CPRI).

The project will include: an assessment/analysis section; a mitigation plan; and implementation recommendations.

The assessment and analysis section is comprised of:

- Define the WUI and its delineation.
- Collaboratively establish the desired future fuel level condition and wildfire mitigation measures.
- Conduct analysis to determine fuel regime, condition, class, and hazards.
- Take inventory of communities, specifically the growth or change since the 2014 CWPP.
- Identify values at risk, transitions to the WUI, community/cultural values, recreational areas, and wildlife habitats.
- Determine local levels of preparedness and protection capabilities.
- Identify treatment management units, recommendation treatments. Identify fuel modification and treatment plans. Estimated costs and timeframe of projects.

The community mitigation section includes:

- Fuel reductions priorities
- Proposed projects, by location, size, agency, cost

The above listed sections clearly show a revised CWPP will facilitate achieving overarching goals of the Cohesive Wildfire Management Strategy:

- Resilient Landscapes
- Fire Adapted Communities
- Safe and Effective Wildfire Response

The CWPP revision will follow the Arizona Forest Action Plan Arizona Priorities:

- People and Forests the CWPP will analyze what communities are at risk from the expansion into the WUI
- Ecosystem health shelf ready projects any organization can execute
- Fire, Water, Air all benefit from the execution of projects in a CWPP
- Economics limit damage and closure of recreation areas and loss of agricultural products due to fire
- Climate analyze the change in climate, type of vegetation, and density to determine most at risk locations

- Culture allow unique and culturally significant areas and generational neighborhoods flourish in a dynamic WUI

The CWPP will provide an local action plan to meet the the National Themes:

- Conserve and Manage Working Forest Landscapes
- Protect Forests from Harm
- Enhance Public Benefits and Trees and Forests

Applicant Budget [AZ]				
	Grant	Match		TOTAL
	Funds Requested	Applicant	Non-Federal Contributors	Total Project Cost
<b>10</b>	<b>Personnel / Labor:</b>			
	<b>Fringe Benefits:</b>			
	<b>Travel:</b>			
	<b>Equipment:</b>			
	<b>Supplies:</b>			
	<b>Contractual:</b>	\$135,000	\$15,000	\$150,000
	<b>Other:</b>			
	<b>Indirect Costs:</b>			
	<b>TOTAL:</b>	<b>\$135,000</b>	<b>\$15,000</b>	<b>\$150,000</b>

10 points. 5000 characters including spaces.

Provide any additional remarks needed to clarify your budget request. Clearly explain how the budget will be spent by line item, sources of match, and how expenditures are applicable and relevant to the goals and objectives of the project. The budget narrative must describe how the grant funds will be spent with specific detail for each grant expenditure. It must describe how expenditures are applicable and relevant to the goals and objectives of the project. A project proposal must also show how the applicant will meet matching requirements or qualify for a waiver. If qualified for a waiver, you do not need to show funding in the match column.

### Project Budget Explanation

The total project budget of \$150,00 includes a federal portion of up to \$135,000 and a non-federal match of up to \$15,000 from the Cochise County General Fund, totaling \$150,000.

- 1**  
**1** The expenses will be \$150,000, directed solely to the professional services line-item for contractor to facilitate meetings, analyze data, and write the plan. The hired contractor will facilitate the collaborative CWPP update meetings, assist with GIS data analysis, and produce the final written deliverable(s). Sub-awarded funds will also be used to support the county DES coordinators engagement in the CWPP update process, providing both personnel time Cochise County will provide Hard Dollar match contributions of staff time, Public Information support, and other indirect costs such as printing and meeting space.

10 points. 8000 characters including spaces.

Clearly define how the project will be accomplished, including at least one of the quantitative accomplishment measures provided in the measurable outcomes table. Identify measurable outcomes and timelines (are the proposed activities clear and achievable, goals defined, outcomes measurable, # of acres treated, # of education/outreach programs, planning/assessment efforts clearly described, etc.). Include metrics for measuring progress towards the accomplishment(s). Describe any applicable less quantifiable return on investments.

### Accomplishments

To reduce the risks to life and property from catastrophic wildland fire, the goals of the CWPP are:

- Complete one CWPP rewrite/update within Fiscal Year 24, within the approved budget, meeting the guidelines as set forth in the Healthy Forest Restoration Act of 2003
- The completed CWPP shall include a prioritized list of thirty shelf ready forest management projects in Cochise County
- Projects shall be prioritized by an analysis which considers proximity to at-risk communities, proximity to low-income communities and cost.
- The completed CWPP shall include a list of twenty recommended building code updates

Timeline

To achieve this goal, Cochise County will aim for the following timeline after receiving the grant award:

1st quarter, 1st month: set schedule for the core team, promote CWPP update to the public through social media & local paper, notify potential additional stakeholders.  
 1st quarter, 2nd month: initial collaboration/stakeholder meeting (introductions, intent, milestone/targets, assignments)  
 1st quarter, 3rd month: stakeholder meeting (due assignments, initial mapping review, milestone/target progress)  
 2nd quarter, grant quarterly report/reimbursement  
 2nd quarter, 1st month: stakeholder meeting (draft assignments published and reviewed, map review, milestone/target progress update)  
 2nd quarter, 3rd month: stakeholder meeting (draft changes update, mapping update, milestone/target progress update)  
 3rd quarter, 1st month: grant quarterly report/reimbursement  
 3rd quarter, 1st month: stakeholder meeting (draft CWPP review, assignments on changes, if any)  
 3rd quarter, 2nd month: public information/outreach on draft CWPP review meeting  
 3rd quarter, 3rd month: present draft CWPP to DFFM and Count Leadership for approval  
 4th quarter, 1st month: grant closeout

The following are general goals which will guide the process of the CWPP revision process:

- Protect lives of residents, visitors, our local military installation, and first responders
- Coordinate efforts between federal, state, and local fire suppression environmental conservation/rehabilitation groups, especially the Fort Huachuca Sentinel Landscape Partnership
- Improve fire prevention and suppression, emphasizing firefighter and public safety
- Reduce hazardous fuels, emphasizing public and private property protection
- Restore forest, rangeland, and riparian health
- Enhance wildlife conservation, by reducing wildfire threat to habitat of special status species
- Promote community involvement and provide for community protection
- Recommend measures to reduce structural ignitability in the WUI
- Encourage economic development in the communities from vegetative treatments
- Use the CWPP in conjunction with surrounding community and agency fire management plans
- Encourage high-risk communities to become safe Fire Adapted Communities
- Reduce potential economic loss to communities from unwanted wildland fire. These goals will serve as a central source of projects and recommendations to mitigate losses due to catastrophic wildfires.

**10 points. 8000 characters including spaces.**

**The application should clearly define collaborative elements, including support from partners, agencies, landowners, and communities. A project proposal must identify partners that will be actively engaged in carrying out the project and add value to project planning and implementation, with a description of each partner's role. Collaboration may be qualitative in nature, and the contribution of a partner may be more than the number of partners involved.**

- 1.) Identify partners that have demonstrated a commitment and add value towards planning and carrying out the project.**
- 2.) Describe what these partners and collaborators contribute.**
- 3.) Demonstrate residual positive benefits as a result of collaboration related to capacity, skills, knowledge, infrastructure, or a replicable approach, among others.**

## **Collaboration**

The Cochise County Community Wildfire Protection Plan rewrite project of 2023/2024 will be an inherently collaborative process. Cochise County will serve as the project owner, the partner hiring a consultant for technical writing expertise and meeting facilitation, and utilize existing partnerships and collaboratives to ensure that the deliverable is co-created by the community of land management stakeholders, first responders, and the residential needs of Cochise County

The first responder community will be reached via the Cochise County Emergency Medical Service (CEMS) group, representing emergency medical services providers. The seven city fire departments and fourteen fire districts will be included via the Cochise County Fire Chiefs Association (CCFA) which in fact reaches beyond County lines to include our friends in Sonoita, Arizona.

Land management agencies will be reached through the Fort Huachuca Sentinel Landscape Partnership to participate and collaborators will include the Bureau of Land Management (BLM), US Forest Service (USFS), National Park Service (NPS), Department of Defense (DoD), Arizona Department of Forestry and Fire Management (DFFM), Arizona State Land Department, Arizona Department of Game and Fish, incorporated communities, unincorporated communities, private property owners, the agriculture community, large commercial property holders such as Freeport-McMoRan mining, Natural Resource Conservation Districts. To date, the Fort Huachuca Sentinel Landscape has collectively conserved 65,000+ acres and restored 309,000+ acres.

The collaborative vision includes public outreach in the community and with the Natural Resource Conservation Districts, stakeholder analyses, public meetings, the establishment of a planning team to include representatives from the US Forest Service, Bureau of Land Management, Fort Huachucas Forester, Fire Districts and a final plan endorsed by our partners.

Public outreach will be facilitated by the Cochise County Public Information Officer (PIO) with and through the County PIO working group a collection of PIOs from incorporated communities, private sector PIOs, and other government agencies PIOs. This will allow us to get the word out to our residents, as each PIO knows best how to reach their community and knows the communication mediums preferred by the varying demographics of their stakeholders. Further communications efforts can be

supported through the Fort Huachuca Sentinel Landscape Partnership Communications Working Group, which includes Fort Huachuca, USFS, BLM, AGFD, USFWS, and AZ NRCS PIOs.

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**3** Stakeholder analysis will continue in tandem with the PIO projects to ensure we do not miss key partners. It will be this spadework creating a stakeholder inventory to prevent inadvertently missing any key community member. The key to the stakeholder inventory via online polls or direct mailings is involvement of local residents, first responders, land management agencies, and local governments to ensure no one is missed.

The public information, stakeholder outreach leads to the first major step: creation of a diverse and representative planning team. The planning team will contribute to and evaluate the planning process as the County and technical consultant gather, and validate information, and create a usable document with turnkey projects any land management agency can execute.

Letter of Support from the Chair of the Fort Huachuca Sentinel Landscape Partnership:

Dear United States Forest Service Community Wildfire Defense Grant Program:

I am writing regarding Cochise County's submission to the Community Wildfire Defense Grant (CWDG) Program. The CWDG is intended to help at-risk local communities and Tribes plan for and reduce wildfire risk.

The Sentinel Landscape Partnership is a coalition of federal agencies, state and local governments, and non-governmental organizations that work with private landowners to advance sustainable land management practices around military installations and ranges. The Fort Huachuca Sentinel Landscape's priorities include:

- protecting vital military test and training missions,
- strengthening the economies of farms, ranches, and forests, and
- conserving habitat and natural resources.

Cochise County's CWDG application aligns with the Sentinel Landscape's priorities outlined in the 2022 Fort Huachuca Sentinel Landscape Strategic Plan. The Plan encourages parallel planning to implement existing Wildfire Management Plans, Community Wildfire Protection Plans, Firewise Communities, and Healthy Forests Initiatives to leverage work on adjacent land and encourage collaborative large-scale cross-boundary efforts. The Plan also supports leveraging resources and support to accomplish common partner missions that strengthen military readiness, improve and protect natural resources, and increase climate change resilience across the landscape.

The Fort Huachuca Steering Committee believes that Cochise County's CWDG will complement and advance our mission and goals.

Alanna Riggs, Chair, Fort Huachuca Sentinel Landscape Partnership

**10 points. 8000 characters including spaces.**

**Clearly define the scale of the project, including relationships with past, present, or future projects that, when combined, offer more benefits than when taken individually. Describe the overall landscape and land ownership that the project influences in addition to the defined project area. Specify areas targeted for planning or mitigation. Clearly describe each proposed activity and include details on where they will be occurring. Include the approximate number of structures that will benefit from the proposed action.**

## Landscape Impacts

The project will include the 6,219 square miles of Cochise County. The diverse climate of Cochise County produces a varied landscape from semiarid desert shrub-scrub to riparian corridors, and grasslands to oak and pinyon-juniper and mixed conifer woodlands.

The Sky Islands are a key characteristic formed by the following mountains: Huachucas, Mustangs, Mules, Chiricahuas, Swisshelm, Dragoons and Dos Cabezas. However, these Sky Islands carry the County's largest correlation to wildland fuel hazards. The major riparian corridor in Cochise County is the San Pedro River, a direct tributary of the Gila River. The San Pedro River flows south to north through the western half of Cochise County. It begins near Cananea, Sonora, Mexico, and joins the Gila River in Pinal County near Winkelman. Additionally, the Fort Huachuca Sentinel Landscape footprint covers a large portion of Cochise County and the largest threat to the military installation (Fort Huachuca) is wildfire.

Most of Cochise County is in the Mexican Highland Section of the Basin and Range province of the Intermontane Plateaus of the Southeastern Arizona Basin and Range Major Land Resource Area (MLRA) 41 (NRCS 2011). Elevation ranges from 2,620 to 4,590 feet in most areas of the WUI. The average annual precipitation is 9 to 20 inches in most of this area.

Primary landownership in the Cochise County CWPP planning area is a mosaic of privately-owned lands and federal lands administered by BLM, CNF, NPS, and the Arizona State Land Department (ASLD). Of the federal lands within the WUI, CNF manages the most land 110,716 acres, or 16.0 percent within the WUI. Further ownership of the WUI: 69% of private land; 11% of State Trust Land, 3% of Bureau of Land Management, and 1% of National Park Service.

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**4** The CWPP update will also impact the Fort Huachuca Sentinel Landscape. Sentinel landscapes are areas where conservation, working lands, and national defense interests converge. They are anchored by at least one high-value military installation or range and contain high priority lands for USDA, DOD, and DOI.

Wildfire is the most significant environmental threat to Fort Huachuca. The Federal Emergency Management Agency's (FEMA) National Risk Index (NRI) for wildfire indicates that area resilience is very low and vulnerability is very high concerning wildfire.

and drought. Wildfire that crosses onto Fort Huachuca land threatens life and infrastructure. In July 2023, all nonessential workers were sent home when wildfire destroyed the main transmission line providing power to the installation. Any wildfire under restricted and special use airspace affects military operations. Furthermore, there were two wildfire starts along the San Pedro River National Conservation Area in the summer of 2023 as well.

Wildfires requiring air tanker suppression impact flight testing and training operations as missions must be diverted around response efforts or grounded entirely. Proposed fuels treatments are part of a larger, landscape effort to reduce risk and severity of wildfire, and an updated CWPP would enhance the ability for the Fort Huachuca Sentinel Landscape Partnership to prevent, prepare for, or respond more rapidly to a wildfire start.

Fort Huachuca has been a nationally recognized Firewise Community since 2017. Firewise USA is a National Fire Protection Association program aimed at reducing the risk of wildfires to lives, property and the environment through collaborative efforts. The Directorate of Emergency Services, Directorate of Public Works and Mountain Vista Communities implement Firewise principles to increase the survivability of the community against wildfire and to educate Soldiers, civilians, on-post residents, and employees about living with wildfires.

**10 points. 8000 characters including spaces.**

**Clearly define how or if the project will sustain itself after the grant period is over. Describe any plans or steps that will be taken to continue the project benefits beyond the life of the grant as well as who or what organizations are responsible.**

## Project Sustainability

The CWPP rewrites core function is a list of shelf ready projects and building code recommendations, which are all designed to be implemented over the life of the plan.

Cochise County Emergency Management will be the owner of the plan, and will commit to working with the Fort Huachuca Sentinel Landscape Partnerships Restoration Working Group Fire and Fuel subgroup to ensure that plan priorities and projects are shared with a wide network of stakeholders pursuing funding for wildfire mitigation projects. Additionally, the plans projects can be uploaded to the Fort Huachuca Sentinel Landscape Partnership GIS portal and ensuring alignment of other partners priority projects enhancing the collaboration power of the local community for many years to come and increase the ability to track the successes and completions of projects.

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Cochise County will collaborate with Arizona Department of Forestry and Fire Management (DFFM) on GIS mapping updates, hazard assessments and secure state grant dollars between \$5,000 - \$15,000 for revisions to the document. This effort will therefore bolster efforts to invest in fire adapted communities for the next 10+ years. This cooperative effort will also allow the county to foster and strengthen its relationships with key fire management and risk reduction partners. Following the CWPP update, the county will continue to conduct outreach to residents through their monthly Local Emergency Planning Committee meetings, commissioner meetings, youth educational programs, and targeted mailings to those specific areas that are targeted for vegetation treatments.

The long-term goal is to complete a CWPP rewrite/update at a minimum of every five years, and no more than every ten years. Cochise County has traditionally relied on grant funding to pursue CWPP rewrites. The availability of grant funding will determine if the plan is updated on the minimum or maximum timeframe.

**10 points. 3000 characters including spaces.**

**Does this project benefit a low-income community as defined in the NOFO?**

**Please respond yes or no. Provide a description and web link to the verification source.**

## Does this project benefit a low-income community?

Yes. Cochise County, AZ, meets the "low income" criteria. It has a median household income of \$55,077. In order to qualify in Arizona, locations must have a median household income less than \$55,217, which is 80% of the national median household income. (Source: U.S. Census Bureau. (2021). American Community Survey. Washington, DC. As reported by the CWDG Data Tool, <https://wildfirerisk.org/cwdg-tool/4003>)

Yes. Bisbee, AZ, meets the "low income" criteria. It has a median household income of \$41,094. In order to qualify in Arizona, locations must have a median household income less than \$55,217, which is 80% of the national median household income. (Source: U.S. Census Bureau. (2021). American Community Survey. Washington, DC. As reported by the CWDG Data Tool, <https://wildfirerisk.org/cwdg-tool/400006260>)

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Recent American Community Survey (ACS) data shows Cochise County has a significant low-income population. Cochise County's population of approximately 126,000, is divided into 32 census tracts. Of those 32 tracts, 15 tracts with a population of almost 50,000, have a household income below \$40,000. As a whole, Cochise County has over 22,000 people, 18% living below the poverty line. Considering tracts, five tracts, with a population of over 15,000 have poverty levels above 30%. Lastly, and most unsettling is the percentage of children living in poverty, over 25%.

The American Community Survey, organized by tracts, paints the picture that these statistics are not equally distributed, rather congregated to certain geographic areas with an unsettling correlation to the Wildland Urban Interface (WUI). Specific locations rising to the top of the above metric are Bisbee, Douglas, Hereford and the 191 Corridor (Elfrida, McNeal). Bisbee is a small community with a population of approximately 5,000 settled in the Mule Mountains, while Douglas is larger at approximately 15,000 settled at the southern end of the Chiricahua Mountains both in prime WUI risk factors. Hereford, Elfrida, and McNeal are unincorporated rural and isolated communities high desert grassland environments.

**10 points. 3000 characters including spaces.**

**Has this community been impacted by a severe disaster within the previous 10 years? Please respond yes or no. Provide a description and web link to the verification source. Clearly demonstrate and document whether the project benefits a community that has been impacted by a severe disaster within the previous ten (10) years, and clearly exhibit how the severe disaster increased wildfire risk and/or hazard and was of a scale and scope to have had landscape impacts (please see full definition later in this NOFO). Note: simply listing a disaster will not suffice; you must explain how this disaster has impacted the community's wildfire risk and hazard (not all disasters will qualify for points if it cannot be shown they have influenced the community's risk or hazard).**

### **Has this community been impacted by a severe disaster?**

Yes, Cochise County has been impacted by a severe disaster within the previous ten years, specifically the Covid Pandemic and the Lizard Fire. This includes three disaster declarations:

Covid-19 EM-3442-AZ

Covid-19 Pandemic DR-4524-AZ

Lizard Fire FM-5183-AZ

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(Source: Federal Emergency Management Agency. (2023). Disaster Declarations Summary. As reported by the CWDG Data Tool, <https://wildfirerisk.org/cwdg-tool/4003>)

Cochise County has been impacted by the disaster of Covid-19 Pandemic, specifically due to the slowdown of proactive forest management projects such as thinning.

The Lizard fire in 2017 burned over 15,000 acres, leading to evacuations, with damage to public and private infrastructure. The Lizard Fire led to \$61,325 in Emergency Work (Category A-B), and a total of \$2.6 million in Public Assistance grant obligations.

According to the 2014 Cochise County Wildfire Protection Plan (CCWPP), there have been a total of 54 large wildfires in the Cochise County Wildland-Urban Interface (WUI) since 2000. These fires have burned over 315,000 acres of land in total.

**20 points. 3000 characters including spaces.**

**Please respond yes or no, if this project is located within an area identified as having high or very high wildfire hazard potential as defined by a state, regional, tribal, territorial, or national wildfire hazard potential assessment. Provide a description and web link to the verification source.**

### **Does the project location have wildfire hazard potential?**

Yes. Cochise County, AZ, meets the "wildfire hazard potential" criteria and has a higher wildfire risk to homes than 92% of counties in the nation. (Source: Wildfire Risk to Communities. Scott JH, Gilbertson-Day JW, Moran C, Dillon GK, Short KC, & Vogler KC. (2020). Wildfire Risk to Communities: Spatial datasets of landscape-wide wildfire risk components for the United States. Fort Collins, CO: Forest Service Research Data Archive. Updated 25 November 2020. As reported by the CWDG Data Tool, <https://wildfirerisk.org/cwdg-tool/4003>)

Past regional wildfire events are important for determining the potential occurrence of unwanted wildland fire in any area of the WUI. Because of the combination of recurring dry conditions and a regional history of fires, there will be wildland fire ignitions within the WUI that must be suppressed. The fire history of the planning area displays a trend of increasing ignitions. The 1980s had 321, the 1990s 1,0896, and the 2000s has 1,304 ignitions.

The probability and magnitude of wildfire incidents for Cochise County are influenced by numerous factors including vegetation densities, previous burn history, hydrologic conditions, climatic conditions such as temperature, humidity, and wind, ignition source (human or natural), topographic aspect and slope, and remoteness of area.

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Based on the CPRI Evaluation (current MJHMP), the Bisbee, Douglas, Huachuca City, Sierra Vista, and those who live or work in Unincorporated Cochise County believe that they are most at risk from Wildfire event. It should be noted that almost every jurisdiction feels that a wildfire is highly likely to occur in their community.

By its very definition, the WUI represents the fringe of urban development as it intersects with the natural environment. As previously discussed, wildfire risks are significant for a sizeable portion of the county. Any future development will only increase the WUI areas and expand the potential exposure of structures to wildfire hazards. The Cochise County revised CWPP will address mitigation opportunities for WUI areas and provides recommended guidelines for safe building and land-use practices in wildfire hazard areas. It also presents recommendations for enhanced wildland fire protection capabilities and public education, information, and outreach.

Arizona Department of Forestry and Fire Management's Wildfire Risk assessment tool (AZ WRAP) identifies Ramsey Canyon and Parker Canyon Lake as the Highest Community's At Risk in Cochise County. Additionally, the communities of Paradise, Sierra Vista, Cochise, Lewis Springs, Bisbee, Dragoon, Cascabel, Mescal, and West Turkey Creek as also rated "High" risk areas as well. ([dffm.az.gov/fire/prevention/arizona-at-risk](http://dffm.az.gov/fire/prevention/arizona-at-risk))

Community Wildfire Defense Grant

**ATTACHMENT B**  
**(Cover Sheet)**

**Detailed Project Plan – Subject to State Approval**  
(Include specific planned accomplishments, detailed project budget, and time line)

## **Cochise County**

### **24-CWDG-802**

#### **CWPP Rewrite – Detailed Project Plan**

##### **Project Scope:**

##### **Narrative:**

The scope of the Cochise County Community Wildfire Protection Plan (CWPP) is to update the prior CWPP, which was finished in 2014. The new CWPP will include all 6,219 square miles of Cochise County, home to the highest number of special status species in the state, its seven incorporated areas, numerous unincorporated communities, 14 fire districts, two federally designated U.S. Fish and Wildlife Service refuges, and many land management agency stakeholders such as: Bureau of Land Management (BLM), US Forest Service (USFS), National Park Service (NPS), Department of Defense (DoD) Fort Huachuca, Arizona Department of Forestry and Fire Management (DFFM), Arizona State Land Department, Arizona Department of Game and Fish, incorporated communities, private property owners, the agriculture community, large commercial property holders such as Freeport-McMoRan mining, the Whitewater Draw, Hereford, Willcox-San Simon, and San Pedro Natural Resource Conservation Districts, and the critically important Fort Huachuca Sentinel Landscape, where conservation, working lands, and national defense interests converge in protection of Army Base, Fort Huachuca, whose number one environmental threat is wildfire.

The project will identify at-risk communities and serve as a guide for prioritized land management projects that cross the myriad of jurisdictional boundaries common in western states. Working with local, state, and federal partners to draft the plan will enhance collaboration and allow projects to be prioritized and executed based on community needs. With its direct connection to the local citizenry, the County level is the most appropriate and lowest level of government capable of completing such a project. The federal land management agencies and the Fort Huachuca Sentinel Landscape Partnership support the County in this effort.

The project will include: an assessment/analysis section; a mitigation plan; and implementation recommendations.

The assessment and analysis section is comprised of:

- Define the WUI and its delineation.
- Collaboratively establish the desired future fuel level condition and wildfire mitigation measures.
- Conduct analysis to determine fuel regime, condition, class, and hazards.
- Take inventory of communities, specifically the growth or change since the 2014 CWPP.
- Identify values at risk, transitions to the WUI, community/cultural values, recreational areas, and wildlife habitats.
- Determine local levels of preparedness and protection capabilities.
- Identify treatment management units, recommend treatments. Identify fuel modification and treatment plans. Estimated costs and timeframe of projects.

The community mitigation section includes:

- Fuel reductions priorities
- Proposed projects, by location, size, agency, cost

A revised CWPP will facilitate achieving overarching goals of the Cohesive Wildfire Management Strategy:

- Resilient Landscapes
- Fire Adapted Communities
- Safe and Effective Wildfire Response

**Major Tasks/Components:**

- Grant Application and Administration – Cochise County Emergency Management completed the grant application process and will be responsible for grant administration.
- Procurement/Contracting – Cochise County Emergency Management, with assistance from County Finance and Procurement will complete the required procurement and contracting tasks. Contract will complete written plan, GIS mapping, and facilitate stakeholder meetings.

- Hiring – no staff will be hired for this project. Cochise Emergency Management will monitor, and work with contractor throughout the project to ensure tasks are complete, benchmarks are met, and CWPP rewrite is complete per contract, including DFFM requirement.
- Outreach – Cochise County Emergency Management, in conjunction with local partners (PIOs) and contract will conduct outreach to stakeholders.
- Fieldwork/Inspection – Contract will conduct field work/inspection, if necessary. May not be necessary for plan rewrite.
- Reporting – Cochise County Emergency Management, with assistance from County Finance, will complete grant reporting as required by DFFM.

#### **Measurable Outcomes:**

- Final outcome will be a revised Community Wildfire Projection Plan, approved by DFFM and adopted by the Cochise County Board of Supervisors.

#### **Project Schedule**

- FY25 – Q2 – grant paperwork with DFFM, and grant agreement adopted by Cochise Board, and signed by DFFM. Cochise EM completes quarterly report.
- FY25 – Q3 to Q4 – Cochise EM/Finance completes procurement of and signed contract with contractor/vendor. Contract may start. Cochise EM completes quarterly report.
- FY26 – Q1 – Contractor starts. Contractor/County EM meeting with stakeholders. Contractor: establishes timeframe/milestones/targets, core planning team, identifies stakeholders. Cochise EM completes quarterly report.
- FY26 – Q2 - Contractor/County EM meeting with stakeholders. Contractor works on GIS maps and data. Contractor starts writing plan. Contractor presents initial map review. Cochise EM completes quarterly report.
- FY26 – Q3 - Contractor/County EM meeting with stakeholders. Contractor works on GIS maps and data. Contractor continues writing plan. Contractors: continued map review. Cochise EM completes quarterly report.

- FY26 – Q4 - Contractor/County EM meeting with stakeholders. Contractor works on GIS maps and data. Contractor continues writing plan, presents early drafts and map update. Cochise EM completes quarterly report.
- FY27 – Q1 – Contractor presents first draft of plan with maps. Contractor/County EM/Stakeholders review first draft. Contractor receives, reviews feedback and starts editing first draft of plan. Cochise EM completes quarterly report.
- FY27 – Q2 – Contractor completes edits of plan and maps. Plan and maps are finished. Plan adopted by Cochise BOS and approved by DFFM. Grant reimbursement and closeout. Cochise EM completes quarterly report.

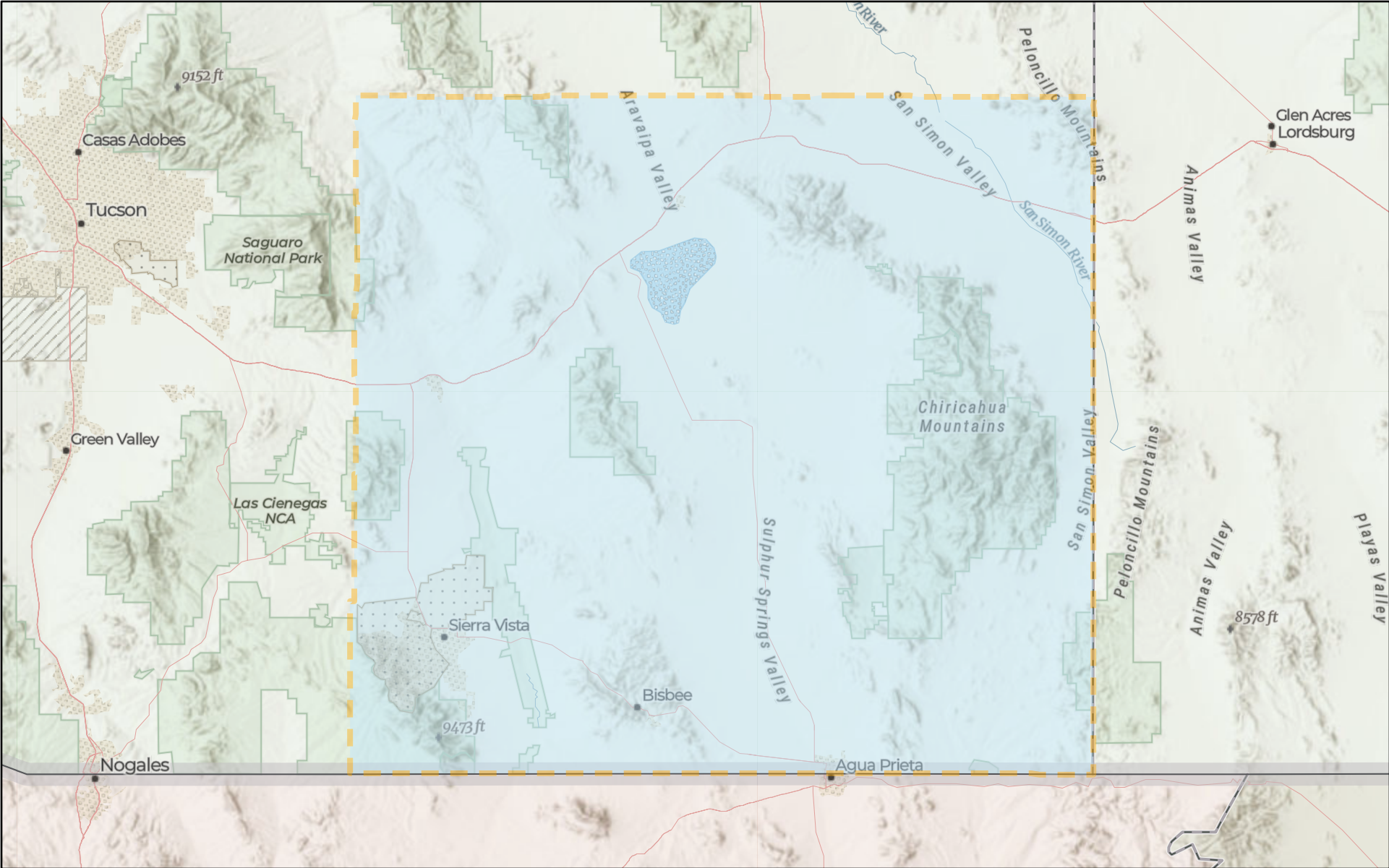
**Project Budget – see next page**

Project:

<b>Total Project Budget (by expense type)</b>				
<b>Budget Detail</b> (Provide additional detail in Block #8)	<b>Grant Share</b> (\$ Amount Requested)	<b>Match</b> (contributor breakdown in block #6)		<b>TOTAL</b>
		<b>Dollars</b>	<b>In-Kind</b>	
<b>Administrative Labor:</b>	\$0	\$0	\$0	\$ 0
<b>Project Labor:</b>	\$0	\$0	\$0	\$ 0
<b>Fringe Benefits:</b>	\$0	\$0	\$0	\$ 0
<b>Travel:</b>	\$0	\$0	\$0	\$ 0
<b>Equipment:</b>	\$0	\$0	\$0	\$ 0
<b>Supplies:</b>	\$0	\$0	\$0	\$ 0
<b>Contractual:</b>	\$135,000	\$15,000	\$0	\$ 150,000
<b>Other:</b>	\$0	\$0	\$0	\$ 0
<b>TOTAL:</b>	\$ 135,000	\$ 15,000	\$ 0	\$ 150,000

<b>Budget Narrative</b>
<p><b>Provide a brief explanation of each budget item. Include an explanation for items that will be reimbursed by grant funds and those that will be provided as project match (add additional pages if needed).</b></p> <p>Total budget of \$150,000 includes \$135,000 CDWG grant, and \$15,000 Cochise County cash match.</p> <p>Budget is \$150,000 in Contractual line item. No other expenses/line items.</p> <p>The County will seek reimbursement of \$135,000 for Contractual line item expenses.</p>

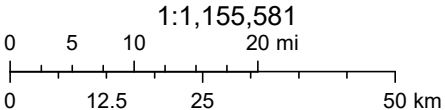
# Cochise County - CWPP - CDWG Project Area



10/17/2024, 10:28:11 AM

 County Boundary

County Seat:  
 Bisbee, AZ  
 31.39090 N  
 109.929900 W



Esri, CGIAR, USGS, CONANP, Esri, TomTom, Garmin, Foursquare, SafeGraph, FAO, METI/NASA, USGS, Bureau of Land Management, EPA,

Web AppBuilder for ArcGIS

Cochise County does not guarantee the accuracy, currency, completeness, or usefulness of any information displayed or implied herein. Cochise County provides this information on an "as is" basis without warranty of any kind, expressed or implied, including but not

## **ATTACHMENT C**

### **General Provisions**

#### COVENANT AGAINST CONTINGENT FEES

The Sub-grantee warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Sub-grantee, to solicit or secure this agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this agreement. For breach or violation of this warranty, the State shall have the right to annul this agreement without liability, or, in its discretion to deduct from the agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

#### MODIFICATIONS

Modifications within the scope of this award shall only be made by mutual consent of both parties, by issuance of a written amendment signed and dated by all properly authorized signatory officials prior to any changes being performed. Requests for modification shall be made, in writing, at least thirty (30) days prior to the implementation of the requested change. Any change to the original grant application scope of work or approved detailed project plan must have prior written State approval. Incurring costs without prior written approval may result in loss of funds reimbursed.

#### EXTENSIONS

Timely completion of this project is required. If this agreement is extended by mutual written consent of the parties, all terms, conditions and provisions of the original agreement shall remain in full force and effect and apply during any extension period. Any extension of time granted shall not constitute or operate as a waiver by the State of any of its rights herein. Extensions will only be considered and/or made if the Sub-grantee has demonstrated reasonable efforts to complete the grant project as defined in the original detailed project plan and has a clear and specific plan for completion of the project within the extended time period.

#### RESPONSIBILITY FOR CLAIMS AND LIABILITIES

The Sub-grantee agrees to assume all risk of loss to indemnify and hold the State, its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, suites, losses, damages causes or action, fines or judgments, including costs, attorney's and witnesses' fees and expenses incident thereto, for injuries or death to persons and for loss of, damage to, theft of or destruction of any property including loss of use thereof arising out of or in connection with the performance of duties required by agreement, all whether or not authorized or agreed to by Sub-grantee.

#### RETENTION OF RECORDS

The Sub-grantee and any subcontractor shall maintain and store all documents, papers, accounting records; other evidence pertaining to costs incurred for this work, and shall make all such materials available at any reasonable time during the term of work and for five (5) years from the date of final payment to the Sub-grantee. The Sub-grantee may be required to provide such records as necessary to any auditing agent. Inability to provide such records may result in unallowable costs to the grant and any funds disbursed to the Sub-grantee may have to be paid back to the State and/or Federal government.

#### COMPLIANCE WITH ARIZONA EXECUTIVE ORDERS 75-5 and 2009-09

The Sub-grantee shall comply with Arizona Executive Order 75-5 and as amended by Arizona Executive Order 2009-09 relating to non-discrimination in employment by government contractors and subcontractors. These regulations are herein incorporated by reference and made a part of this agreement.

## ADMINISTRATIVE AND ACCOUNTING REQUIREMENTS

It is the Sub-grantee's responsibility to develop, document, administer and manage the grant in accordance with all applicable Federal and State laws. Sub-grantee is subject to the OMB requirements and guidance in subparts A through F of 2 CFR 200 as adopted and supplemented by USDA in 2 CFR part 400.

CFR (Code of Federal Regulations) – <http://www.ecfr.gov>. If grantee needs assistance in obtaining any of these documents in electronic or printed form, please contact your Arizona State Forestry representative.

If any program income is generated as a result of this grant/agreement, the income earned during the term of this agreement shall be applied using the deductive method as described in 2 CFR 200.307 ; the deductive alternative is the preferred method, unless specifically authorized by the Signatory Official. Costs incident to the generation of program income may be deducted from gross income to determine program income provided these costs have not been charged to the award/agreement and they comply with the applicable Cost Principles.

## FREEDOM OF INFORMATION ACT

Public access to grant or agreement records shall not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to "Freedom of Information" regulations (5 U.S.C. 552).

## MEMBERS OF U.S. CONGRESS

Pursuant to 41 U.S.C. 22, no United States member of, or United States delegate to, Congress shall be admitted to any share or part of this award, or benefit that may arise there from, either directly or indirectly.

## TERMINATION FOR CONVENIENCE

The Office of the State Forester, by written notice, may terminate this contract, in whole or in part, when it is deemed in the best interest of the State. If this agreement is so terminated, Sub-grantee will be compensated for work performed up to the time of the termination notification. In no event shall payment for such costs exceed the current grant amount.

## TERMINATION BY MUTUAL AGREEMENT

This award may be terminated, in whole or part, as follows:

- When the State and Sub-grantee agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
- By thirty (30) days written notification by the Sub-grantee to the State setting forth the reasons of termination, effective date, and in the case of partial termination, the portion to be terminated.
- If, in the case of a partial termination, the State determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the State may terminate the award in its entirety.

Upon termination of an award, the Sub-grantee shall not incur any new obligations for the terminated portion of the award after the effective date, and shall cancel as many outstanding obligations as possible. The State shall allow full credit to the Sub-grantee for the United States Federal share of the noncancelable obligations properly incurred by the Sub-grantee up to the effective date of termination. Excess funds shall be refunded within sixty (60) days after the effective date of termination.

### CANCELLATION FOR CONFLICT OF INTEREST

Pursuant to A.R.S. §38-511, the state, its political subdivisions or any department or agency of either may, within three years after its execution, cancel any contract, without penalty or further obligation, made by the state, its political subdivisions, or any of the departments or agencies of either if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the state, its political subdivisions or any of the departments or agencies of either is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity or a consultant to any other party of the contract with respect to the subject matter of the contract.

### FEDERAL IMMIGRATION AND NATIONALITY ACT

By entering into the Agreement, the Sub-grantee warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Sub-grantee shall obtain statements from its contractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Grant. I-9 forms are available for download at USCIS.GOV.

The State may request verification of compliance for any Sub-grantee, contractor or subcontractor performing work under the Grant. Should the State suspect or find that the Sub-grantee or any of its contractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Agreement for default, and suspension and/or debarment of the Sub-grantee or Contractor. All costs necessary to verify compliance are the responsibility of the Sub-grantee. The parties agree to comply with A.R.S. §41-4401, the provisions of which are hereby incorporated.

### ARBITRATION

To the extent required by A.R.S. §12-1518, the parties agree to use arbitration, after exhausting applicable administrative review, to resolve disputes arising out of this agreement.

### ANTITRUST VIOLATIONS

The Sub-grantee and the State recognize that in actual economic practice overcharges resulting from antitrust violations are in fact borne by the purchaser or ultimate user. Therefore, Sub-grantee acting as a vendor, hereby assigns to State any and all claims for such overcharges.

### SUSPENSION OR DEBARMENT

Submittal of an offer or execution of a contract shall attest that the sub-grantee or contractor is not currently suspended or debarred. If the Sub-grantee or any of its contractors become suspended or debarred, the Sub-grantee shall immediately notify the State. The State may, by written notice to the Subgrantee, immediately terminate this Agreement if the State determines that the Sub-grantee or their contractors have been debarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body.

### CONTRACTS AND SUBAWARDS TO DEBARRED AND SUSPENDED PARTIES

Pursuant to Code of Federal Regulations 2 CFR part 180, grantees and sub grantees must not make an award or permit any award (subgrant or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension". By entering into this agreement sub-grantee agrees to comply with all relevant codes including 2 CFR part 180, subpart C, "Responsibilities of Participants Regarding

Transactions”. When entering into a covered transaction with another person at the next lower tier, sub-grantee must verify that the person with whom you intend to do business is not excluded or disqualified. You do this by:

- (a) Checking the SAM Exclusions: System for Award Management (SAM) – [www.sam.gov](http://www.sam.gov)
- (b) Collecting a certification from that person
- (c) Adding a clause or condition to the covered transaction with that person.

#### TITLE VI of CIVIL RIGHTS ACT of 1964

Sub-grantee agrees to comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352, 42 U.S.C. 200d). In accordance with Title VI of that Act, no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and Sub-grantee will immediately take any measures necessary to effectuate this agreement.

#### UNIQUE ENTITY IDENTIFIER (UEI) AND SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM)

Sub-grantee shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or award term(s). For purposes of this award, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at [www.sam.gov](http://www.sam.gov) .

#### PUBLICATION REQUIREMENTS

**A. ACKNOWLEDGEMENT IN PUBLICATIONS.** Sub-grantee shall acknowledge Arizona Department of Forestry and Fire Management and U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this award, per 2 CFR 415.2.

**B. NONDISCRIMINATION STATEMENT IN PUBLICATIONS.** Sub-grantee shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

*"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited basis apply to all programs.)"*

*To file a complaint of discrimination, write USDA, director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 7205964 (voice and TDD). USDA is an equal opportunity provider and employer."*

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text: *"This institution is an equal opportunity provider."*

**C. COPYRIGHTS.** No original text or graphics produced and submitted by the U.S. Forest Service shall be copyrighted. The U.S. Forest Service reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for federal government purposes. This right shall be transferred to any sub agreements or subcontracts. This

provision includes the copyright in any work developed by Sub-grantee under this agreement. And any right of copyright to which Sub-grantee purchases ownership with any federal contributions.

#### REPORTING OF SUBRECIPIENT EXECUTIVES

Unless exempt from this requirement of 2 CFR 170, Sub-grantee agrees to report the names and total compensation of each of the sub-grantee's five most highly compensated executives for the sub-grantee's preceding completed fiscal year if:

1. in the sub-grantee's preceding fiscal year, the sub-grantee received—
  - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
  - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
2. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

#### TRAFFICKING IN PERSONS.

Section 106 of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), include provisions applicable to federal support recipients. By entering into this agreement, you agree to terms set forth in the primary award from the US Forest Service as documented below. This Agreement may be unilaterally terminated, without penalty, if a subrecipient is determined to have violated an applicable prohibition in this award term. (See 22 U.S.C. 7104 and 2 CFR175 for more details)

##### A. Provisions applicable to a Recipient that is a private entity.

1. You as the Recipient, your employees, subrecipients under this award, and subrecipients' employees may not-
  - (i) Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
  - (ii) Procure a commercial sex act during the period of time that the award is in effect; or
  - (iii) Use forced labor in the performance of the award or subawards under the award.
2. This award may be unilaterally terminated, without penalty, if you or a subrecipient that is a private entity -
  - (i) Is determined to have violated a prohibition in paragraph A.1 of this award term; or
  - (ii) Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph A.1 of this award term through conduct that is either-
    - a. Associated with performance under this award; or
    - b. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement)".

B. Provision applicable to a recipient other than a private entity. This award may be unilaterally terminated, without penalty, if a subrecipient:

1. Is determined to have violated an applicable prohibition in paragraph A.1 of this award term; or
2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph A.1 of this award term through conduct that is either-
  - (i) Associated with performance under this award; or
  - (ii) Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement)."

C. Provisions applicable to any recipient.

1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph A.1 of this award term.
2. Our right to terminate unilaterally that is described in paragraph A.2 or B of this section:
  - (1) Implements section I06(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
  - (2) Is in addition to all other remedies for noncompliance that are available to us under this award.
3. You must include the requirements of paragraph A1 of this award term in any subaward you make to a private entity.

D. Definitions. For purposes of this award term:

1. "Employee" means either:
  - (1) An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
  - (2) Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
3. "Private entity":
  - (1) Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

- (2) Includes:
- i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
  - ii. A for-profit organization.
4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

#### DRUG-FREE WORKPLACE

Compliance with the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D, as amended) requires that all organizations receiving grants from any federal agency agree to maintain a drug-free workplace.

#### INVALIDITY OF PART OF THIS AGREEMENT

The parties agree that should any part of this AGREEMENT be held to be invalid or void, the remainder of the AGREEMENT shall remain in full force and effect and shall be binding upon the parties.

#### COUNTERPARTS

This AGREEMENT may be executed in any number of duplicate originals, photocopies or facsimiles, all of which (once each party has executed at least one such duplicate original, photocopy, or facsimile) will constitute one and the same document.

#### INTERPRETATION

This AGREEMENT is not to be construed or interpreted for or against either of the parties on the grounds of sole or primary authorship or draftsmanship.

#### PARAGRAPH HEADINGS

The paragraph headings in this AGREEMENT are for convenience of reference only and do not define, limit, enlarge, or otherwise affect the scope, construction, or interpretation of this AGREEMENT or any of its provisions.

#### GOVERNING LAW

This AGREEMENT is made under, and is to be construed in accordance with, the laws of the State of Arizona.

#### ENTIRE AGREEMENT

This AGREEMENT contains the entire agreement and understanding of the parties hereto. There are no representations or provisions other than those contained herein, and this AGREEMENT supersedes all prior agreements between the parties, whether written or oral, pertaining to the same subject matter of this AGREEMENT.

## ATTACHMENT D

### Grant Financial and Documentation Requirements

This grant is based on all funding being provided up front by Arizona State Forestry. All costs should conform to the approved project plan and budget contained in the grant agreement – and all expenses are subject to Arizona State Forestry approval.

Only project expenses incurred during the term of the signed grant agreement are eligible. (See Term of Agreement)

All documentation submitted must have the correct project name and/or State Forestry grant number, date work was completed, and proof of payment from the Sub-grantee.

All expenses shall be calculated on the “Grant Financial Documentation Form” (Attachment E2). By signing the form, the Sub-grantee assumes full and implied responsibility for all grant costs incurred and reported on the form. By signature, the Sub-grantee accepts full liability that the work and costs incurred were in accordance with the agreed scope of work and/or approved detailed project plan and in accordance with all applicable Federal and State laws. By signing the “Grant Financial Documentation Form”, the Sub-grantee is claiming that costs were incurred following the established procurement process for its own organization and that their process is documented, administered and managed with the correct accounting and administrative procedures and is in accordance with all applicable Federal and State laws.

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**INELIGIBLE COSTS** – It shall be the Sub-grantee’s sole responsibility to submit the required and accurate support documentation for all project costs. In the event an audit determines that ineligible costs were charged to the project, the Sub-grantee accepts full liability for such costs.

- Expenses not included in an approved project plan or that are unnecessary for the completion of the project are ineligible for reimbursement or as match.
- NO FOOD or BEVERAGE purchases or donations to others are eligible for reimbursement or as match, unless included in the project plan as budgeted travel costs, and pre-approved by State.
- NO purchase of equipment or supplies for individuals are eligible for reimbursement or as match (though purchase of supplies and small equipment by the Sub-grantee organizations for ongoing community use may be eligible).
- Poorly documented work hours with insufficient support documentation. It is the Sub-grantee’s responsibility to keep all project/grant records pertaining to expenses. In the event an audit determines that ineligible costs were credited to the project, the Sub-grantee accepts full liability for such costs.

**ELIGIBLE PROJECT EXPENSES** – are direct, out-of-pocket expenditures for eligible project activities that are supported by paid invoices, canceled checks, signed receipts, or official payroll records. Examples include:

- **Labor (Administrative and Personnel)**- may include paid staff, or documented reimbursement from Sub-grantee to others for services. Related expenses such as employee benefits or required travel costs are also eligible if properly documented.
  - Administrative labor includes general project oversight, while personnel labor includes work done on the ground
  - All staff/labor hours must be accompanied by an employee time sheet detailing the hours worked on the grant project. We must be able to determine, for each staff member, the hours contributed, the rate of pay, the work completed, and the total amount being requested.
  - The time sheet must clearly have the State grant ID number, an employee signature, and the dates work hours were contributed towards the grant. A supervisor’s approval signature should also be included.  
*\*Note, for auditing purposes, an auditor will most likely want to see all hours worked in addition to those charged to the grant.\**

## ATTACHMENT D

### Grant Financial and Documentation Requirements

- Required documentation should include some combination of: payment receipts, timesheets, payroll records (paystubs), job sheets, canceled checks, or signed letters detailing paid staff time, dates, and services or work provided.
- **Contracted Services** – Contracting for services from outside organizations or businesses is permitted if included in the approved project plan and budget.
  - Required documentation will include original invoices with sufficient detail of work performed, dates of work performed, and proof of payment, such as canceled checks or credit card receipts.
- **Supplies** - may include operating supplies, office supplies, and small equipment purchased by the Sub-grantee and necessary for the completion of the project.
  - Required documentation should include proof of purchase via payment receipts, canceled checks, or official accounting records detailing expenses and goods and service provided. Original quotes or incomplete invoices are not sufficient.
- **Travel** - may include mileage reimbursement
  - Documentation should include mileage logs with beginning and ending odometer readings and reference the grant project number.
- **Equipment** - may include the cost of purchasing equipment, fuel, operational costs or repairs at an accepted rate
  - Documentation should include invoices and proof of payment, receipts, or equipment logs.
- **Other**
  - Other costs as necessary must include proper support documentation demonstrating that the Sub-grantee has incurred the costs.
- **Indirect Costs – Agreed** upon indirect costs can be included for reimbursement. No more than 10% of the indirect costs may come from the grant share.
  - Indirect costs may cover general operating expenses such as those negotiated at the time of the grant agreement and other overhead costs; therefore supporting documentation is not required, but detailed specifics about what is covered under the indirect cost must be included in the detailed project plan budget narrative.
  - If Sub-grantee has a Negotiated Indirect Cost Rate Agreement (NICRA), State Forestry must receive this agreement before the rate can be used in the project budget.
  - De Minimis: If no NICRA rate is available, Sub-grantee can include the 10% de minimis cost rate to cover other general operating expenses.



# Quarterly Performance Report

## GRANT INFORMATION:

Grant Number:		Grant Award \$:	
Project Name:		Award End Date:	
Organization:			
County:		DFFM District:	

## REPORT INFORMATION:

Calendar Year:		Calendar Quarter Q1 (Jan-Mar), Q2, Q3, Q4:	
Name of person completing report:			
Submittal Date:			

**PROJECT OBJECTIVES ACCOMPLISHED:** (During this quarterly reporting period, what progress has been made toward meeting the project objectives stated in the Project Plan? Provide quarterly and cumulative numbers for key criteria, such as acres completed, trees planted, educational programs delivered, etc.)

PLANNED OVERALL		ACTUAL		
Project Objectives	Total Project Goal	Previously Reported	+ Current Quarter	= Cumulative Total

**Program-Specific Reportables (if applicable)**

1				
2				
3				
4				
5				

***Is this Project On Track?*** (Yes / No)

**Use the following sections to describe activities for this quarter and for the overall project status.**  
*Additional items may be enclosed or attached, such as added narrative, detailed tables, pictures, maps, or other items.  
 (Please list any additional items in the narrative to assure they are recorded.)*



# Quarterly Performance Report

**NARRATIVE REPORT / THIS QUARTER:** What progress has been made THIS QUARTER in accomplishing the project objectives? Describe activities for the quarter to support the status reported in the tables above. Include comments regarding accomplishments for employees, contractors, and volunteers; and describe the status of planning or purchasing activity if applicable. *(MAX: 1400 Characters – attach additional materials if needed)*

**NARRATIVE REPORT / OVERALL PROJECT:** What is the success in meeting the OVERALL measurement criteria identified in the Project Plan? Describe the overall project status to support the numbers listed in the tables above. What major milestones have been achieved and what are the next major activities planned? If the project is not on track or goals are not being met, please provide an explanation. If there are any factors that have, or will have, a significant impact on the successful project completion, provide details and explain the actions being taken or assistance that may be needed. *(MAX: 1400 Characters – attach additional materials if needed)*



# COUNTY OF COCHISE

Unique Entity ID <b>LNCRRL2K1DA9</b>	CAGE / NCAGE <b>3GLX2</b>	Purpose of Registration <b>All Awards</b>
Registration Status <b>Active Registration</b>	Expiration Date <b>Dec 10, 2024</b>	
Physical Address <b>1415 Melody LANE, Building G Bisbee, Arizona 85603-3039 United States</b>	Mailing Address <b>1415 Melody LANE, Building G Bisbee, Arizona 85603-3039 United States</b>	

## Business Information

Doing Business as <b>(blank)</b>	Division Name <b>(blank)</b>	Division Number <b>(blank)</b>
Congressional District <b>Arizona 07</b>	State / Country of Incorporation <b>(blank) / (blank)</b>	URL <b>www.cochise.az.gov</b>

## Registration Dates

Activation Date <b>Dec 13, 2023</b>	Submission Date <b>Dec 11, 2023</b>	Initial Registration Date <b>Jul 14, 2003</b>
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## Entity Dates

Entity Start Date <b>Jun 1, 1881</b>	Fiscal Year End Close Date <b>Jun 30</b>
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## Immediate Owner

CAGE <b>(blank)</b>	Legal Business Name <b>(blank)</b>
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## Highest Level Owner

CAGE <b>(blank)</b>	Legal Business Name <b>(blank)</b>
------------------------	---------------------------------------

## Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

**No**

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

**Not Selected**

## Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

**Yes**

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

**No**

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

**Not Selected**

## Exclusion Summary

Oct 17, 2024 05:51:56 PM GMT  
<https://sam.gov/entity/LNCRRL2K1DA9/coreData?status=null>

Active Exclusions Records?

**No****SAM Search Authorization**

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

**Yes****Entity Types****Business Types**

Entity Structure <b>U.S. Government Entity</b>	Entity Type <b>US Local Government</b>	Organization Factors <b>(blank)</b>
Profit Structure <b>(blank)</b>		

**Socio-Economic Types**

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

**Government Types**

**U.S. Local Government**  
**County**

**Financial Information**

Accepts Credit Card Payments <b>Yes</b>	Debt Subject To Offset <b>No</b>
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EFT Indicator <b>0000</b>	CAGE Code <b>3GLX2</b>
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**Electronic Funds Transfer**

Account Type <b>Checking</b>	Routing Number <b>*****24</b>	Lock Box Number <b>(blank)</b>
Financial Institution <b>JPMORGAN CHASE BANK, NA</b>	Account Number <b>*****94</b>	

**Automated Clearing House**

Phone (U.S.) <b>5204328419</b>	Email <b>(blank)</b>	Phone (non-U.S.) <b>(blank)</b>
Fax <b>(blank)</b>		

**Remittance Address**

**COCHISE COUNTY TREASURER**  
**1415 Melody Lane**  
**Bldg E**  
**Bisbee, Arizona 85603**  
**United States**

**Taxpayer Information**

EIN <b>*****0398</b>	Type of Tax <b>Applicable Federal Tax</b>	Taxpayer Name <b>COCHISE COUNTY OF</b>
Tax Year (Most Recent Tax Year) <b>2006</b>	Name/Title of Individual Executing Consent <b>County Administrator</b>	TIN Consent Date <b>Dec 11, 2023</b>
Address <b>1415 Melody LN Bldg G</b> <b>Bisbee, Arizona 85603</b>	Signature <b>Richard G Karwaczka</b>	

**Points of Contact****Accounts Receivable POC**

👤  
**Stacy Fenhaus, Accountant**  
**grants@cochise.az.gov**  
**5204328375**

**Electronic Business**

👤  
**John Boswell, Grants Administrator**  
**jboswell@cochise.az.gov**  
**5204328379**

**1415 Melody Lane**  
**Bisbee, Arizona 85603**  
**United States**

Sharon L Gilman, Deputy County Administrator  
 sgilman@cochise.az.gov  
 5204329200

1415 Melody Lane  
 Bisbee, Arizona 85603  
 United States

**Government Business**

👤  
**Sharon L Gilman, Deputy County Administrator**  
**sgilman@cochise.az.gov**  
**5204329200**

**1415 Melody Lane**  
**Bisbee, Arizona 85603**  
**United States**

**Past Performance**

👤  
**Laura Wenc, Accountant**  
**Lwenc@cochise.az.gov**  
**5204328374**

**1415 Melody Lane #G**  
**Bisbee, Arizona 85603**  
**United States**

**Service Classifications**

**NAICS Codes**

Primary	NAICS Codes	NAICS Title
<b>Yes</b>	<b>921130</b>	<b>Public Finance Activities</b>

**Size Metrics**

**IGT Size Metrics**

Annual Revenue (from all IGTs)  
**(blank)**

**Worldwide**

Annual Receipts (in accordance with 13 CFR 121) <b>\$15,260,789.00</b>	Number of Employees (in accordance with 13 CFR 121) <b>907</b>
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**Location**

Annual Receipts (in accordance with 13 CFR 121) <b>(blank)</b>	Number of Employees (in accordance with 13 CFR 121) <b>(blank)</b>
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**Industry-Specific**

Barrels Capacity <b>(blank)</b>	Megawatt Hours <b>(blank)</b>	Total Assets <b>(blank)</b>
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**Electronic Data Interchange (EDI) Information**

This entity did not enter the EDI information

**Disaster Response**

Yes, this entity appears in the disaster response registry.

Bonding Levels	Dollars
<b>(blank)</b>	<b>(blank)</b>

States <b>Arizona</b>	Counties <b>AZ: Cochise</b>	Metropolitan Statistical Areas <b>(blank)</b>
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**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion  
 Lower Tier Covered Transactions**

*The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.*

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal and civil fraud privacy, and other statutes may be applicable to the information provided.*

***(Read instructions on page two before completing certification.)***

- A. 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;
- B. 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	DATE

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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### *Instructions for Certification*

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later 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 or debarment.
- (3) The prospective lower tier participant must provide immediate written notice to the person(s) 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 transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "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 the rules implementing Executive Order 12549, at 2 CFR Parts 180 and 417. You may contact the Department or agency to which this proposal is being 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 may 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 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 General Services Administration's System for Award Management Exclusions database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records 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.