

2025 Weed Management Area GRANT PROGRAM

Request for Grant Applications

Released: December 1, 2024

Applications Due: Feb 28, 2025, by 11:59 PM PDT
No late submissions accepted.



California Department of Food and Agriculture
Plant Health and Pest Prevention Services
Integrated Pest Control Branch
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About the Program

Purpose

The California Department of Food and Agriculture's (CDFA) 2025 Weed Management Area Grant Program (WMAGP) will award grants to eligible applicants within the State of California **to establish, develop and maintain Weed Management Areas (WMAs)** and implement the WMAs integrated weed management plan. This award is noncompetitive and available to all WMAs who submit a completed application.

Funding and Duration

The CDFA has allocated \$6 million for the WMA program (Food and Agriculture code 7271) and will fund one grant proposal per WMA, with a maximum award amount of \$120,000 based on \$40,000 per year for a total of 3 years. The maximum award amount has been set to ensure dispersal of funds in a variety of geographic locations that will result in measurable accomplishments. The minimum amount of funds that can be requested per WMA is \$40,000 total over three years.

The project term is three (3) years with a review period at the end of each twelve (12) months and grant funds cannot be expended before July 1, 2025, or after June 30, 2028. CDFA may offer an award differing from the amount requested.

Eligibility and Exclusions

The 2025 WMAGP will support WMAs in California. A WMA is a local organization that brings together all interested landowners, land managers (private, city, county, state, and federal), special districts, and the public, in a county or other geographical area for the purpose of coordinating and combining their action and expertise to deal with their common weed control problems. The organization shall function under the authority of a mutually developed memorandum of understanding. A WMA may be voluntarily governed by a chairperson, steering committee, County Agricultural Office or Resource Conservation District.

The project site must be located within the state of California. Applications must reflect work pertaining to implementation of controlling and/or mapping of noxious and invasive weed populations as defined in Food and Agricultural Code section 7270.5(b). In addition to plants on the Section 4500 Noxious Weed List allowable targeted species would include CDFA A and Q-rated as well as regionally important B-rated weeds.

Cost-share is strongly encouraged but not required. See Matching Funds for more details.

WMA Project must:

- Describe weed species and areas to be controlled/mapped and why they were selected.
- Describe how control/mapping will be performed (technique, timing, etc).

Timeline

2025 WMAGP Timeline	
Invitation to submit Grant Applications	December 1, 2024
Grant Applications Due	February 28, 2025 at 11:59pm PDT
Review Process	March 15, 2025 – June 1, 2025
Announce and Award Funding	June 15, 2025
Grants Awarded	July 1, 2025
Quarterly Reports & Invoicing (Due one month after end of each quarter)	October 31, 2025, 2026, 2027 January 31, 2026, 2027, 2028 April 30, 2026, 2027, 2028 July 31, 2027, 2028
Final Date to Complete Field Work	June 30, 2028
Final Report	July 31, 2028
Final Invoice Due	September 30, 2028

Requirements and Limitations

Program Requirements

The 2025 WMAGP will support implementation of weed control and weed mapping projects in California that result in permanent, annual, and measurable work product (map or plan) and/or weed reductions. All projects that receive funding are required to have measurable results.

Grant recipients will be required to submit mid-year and final reports that include measurable results. Final project reports should include detailed information on project results and include photos of field work showing progress (before/after photos).

Further considerations

- Where possible, effort should be made to consider the assistance of the California Conservation Corp in weed removal efforts.
- Grant recipients will be required to submit a report using the CDFA 2025 WMAGP Reporting and Mapping Template.
- Each WMA must generate an integrated management plan for the management of the noxious weed removal activities in the WMA and submit the plan for approval to CDFA.
- No more than 10% of the funds awarded may go to meetings, travel, administration, and coordination costs.
- If possible, the integrated weed management plan shall prioritize a cost share plan, but it is not required.
- Where possible, applicants should avoid using physical outreach media when costs and materials can be saved by sharing outreach information digitally.
- Applicants must designate a primary point of contact.
- If awarded, grant recipients are expected to provide a copy of the signed Memorandum of Understanding (MOU) for their WMA within six (6) months of the execution of the grant agreement. All applicable permitting and planning (California Environmental Quality Act (CEQA), integrated weed management plan, etc.) are due within three (3) months of the execution of the grant agreement.
- All grants are subject to an annual project performance review by the CDFA oversight committee. Projects that have not been invoiced and are not showing measurable work products may be discontinued based on the results of the annual review.
- Final project reports are required 31 days after the grant end date, no later than July 31, 2028. Final project reports should include detailed information on project results and include photos of field work showing progress (before/after photos).

California Environmental Quality Act and Permits Activities funded under the Program must follow applicable state and federal laws and regulations, including CEQA, the National Environmental Policy Act (NEPA), and other environmental permitting requirements. Applications for activities subject to CEQA and/or NEPA must identify the lead agency or agencies and provide documentation showing that the agency/agencies have accepted the lead role. Environmental compliance should encompass the entire project and not a particular portion or phase (no partial compliance).

If awarded, grant recipients are expected to demonstrate compliance with CEQA and all applicable permitting within three (3) months of the execution of the grant agreement.

Project Technology

2025 WMAGP grant funds **cannot** be used for pre-commercial or new technology development. *Pre-commercial technologies* are defined as new technologies or enhancements of existing technologies that are not commercially available.

Cost Share

Grant recipients utilizing cost share funds must report funds contributed to the project. Cost share is encouraged but not required.

Cost Share funds are a portion of project costs not borne by the WMAGP. Cost Share contributions are In-Kind allowable costs incurred that are directly related to the implementation of the grant (i.e., supplies and materials, equipment, and contractor/consultant fees, oversight, administration and other associated project costs).

Allowable Costs

No more than 10% of the award may be used for WMA set up, administration, and/or coordination, meeting or travel costs. Project costs must clearly support the implementation of the WMAGP, including, but not limited to:

Personnel Services: Staff time and effort specifically identified and accurately tracked to project activities directly related to project implementation (utility cost or insurance charges). Outreach and Education includes preparing materials or other time spent conducting community outreach on items directly related to project implementation. Survey and Mapping of weed populations and time spent reporting data directly related to the WMAGP project.

Supplies: Supplies and materials are items with an acquisition cost of less than \$5,000 per unit and a useful life of less than one (1) year.

Equipment: Equipment is an article of nonexpendable, tangible personal property, with a useful life of more than one (1) year, and a purchase cost which equals or exceeds \$5,000 per unit.

Herbicides: Pesticide and adjuvants specifically used in control and eradication work during project implementation.

Contractor/Consultant: Contractor fees are limited to labor to install the project. Consultant fees are for a specific and identifiable service that is directly related to project implementation.

NOTE: Compensation for individual contractor/consultant fees must be reasonable and consistent with fees in the marketplace for the same or similar services.

Travel Costs: Travel costs associated with attendance at local or statewide WMA meetings, in addition to travel necessary to perform the required project objectives within the state of California.

Other Costs: Other direct costs and expenses for implementing the project not covered in any of the previous categories such as postage. If rental vehicles are used, grant recipients should utilize the most economical rental vehicle option available. Reimbursement is up to the actual cost. Fuel reimbursement when using a rental vehicle will be at the actual cost for the fuel and must be supported with receipts.

Mileage: Applicants should apply the current government mileage rate when using a privately-owned vehicle for travel-related to the project. The California mileage rate is accessible at: <https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2024-mileage-rate-increases-to-67-cents-a-mile-up-1-point-5-cents-from-2023>

Mileage logs should be utilized to substantiate mileage costs.

Note: For rental vehicles, see 'Other Costs'. Mileage associated with Travel Costs should be listed under travel and not combined with mileage required to get to and from weed control areas in performing plan activities.

Indirect Costs: (also known as "facilities and administrative costs") are costs incurred for common or joint objectives that cannot be identified specifically with a particular project, program, or organizational activity. The maximum indirect cost rate is 10 percent of total personnel services.

Unallowable Costs

Per Section 330.2 of the Final Grant Administration List, the following costs are **not** allowed:

- Costs incurred outside of the project term.
- Costs covered by another State or Federal grant program.
- Pre-development costs, including, but not limited to, permits, project design, and any other activities that contributed to a project's readiness.
- Costs associated with environmental review required for project permits, including preparation of Environmental Impact Reports.
- Expenditures for purchasing or leasing land or buildings.
- Costs of food or rent incurred during community outreach.
- Costs associated with mitigation of potential adverse impacts (i.e., California Government Code Section 16428.86(a)).

See <https://www.cdfa.ca.gov/grants/pdf/FinalSelecteditemsofcost-Guidancenounderlines.pdf> for more details.

How to Apply

Applicants are required to download, complete, and submit the WMAGP application using the required template. Applications must be submitted electronically via email CDFA.PHPPS_IPCB_Invoices@cdfa.ca.gov by 11:59 PM PDT on Feb 28, 2025.

Attachment 1: Project Application Template

The Project Narrative should detail the weed control project, the specific type of control to be used in the proposal, mapping, weed species and location(s). For joint projects the plan for the entire project must be included.

Attachment 2: Budget Template

Applicants must provide a clear accounting of personnel and operating costs, work hours, equipment, and travel, associated with all activities necessary to complete the project. Applicants must identify 2025 WMAGP funds requested and the source and amount of matching funds (if applicable). A maximum of 10% of the funds may be used for meetings, travel, administration, and coordination costs. If applicants choose to utilize less than the allowed 10% Indirect Cost rate, please check the box on the budget template to acknowledge the reduced rate.

CDFA will reply with an email confirmation when applications are received. If you do not receive confirmation within two (2) business days of your submission, contact the CDFA Integrated Pest Control Branch at (916) 262-1102 or ipcinfo@cdfa.ca.gov.

Review and Notification

Review Process

All applications will undergo an administrative review to determine eligibility and completeness. A technical review will be conducted once eligibility and completeness is determined. During the review process additional considerations may be given for the project's ability to meet identified goals (see *Requirements and Limitations* at the top of this document).

Disqualifications

Applications that do not meet the requirements as set forth in the request for proposals may be disqualified. Bases for disqualification include the following:

- The applicant is not an eligible entity.
- The application includes activities with dates outside the allowable grant duration.
- The funding amount requested is less than the minimum award amount allowable
- or exceeds the maximum award amount allowable.
- The application is incomplete, including an application with one or more unanswered questions or missing, blank, or unreadable attachments.
- The application includes unallowable costs or activities.
- The application is submitted after the submission period has ended.
- Applicants will be notified of the reason(s) for disqualification.
- Applicants may appeal a disqualification as set forth in section 340

APPEAL RIGHTS: Any disqualification taken by the Plant Health Pest Prevention Division, Integrated Pest Control Branch during the administrative review for the preceding reasons may be appealed to CDFA's Office of Hearings and Appeals Office within 10 days of receiving a notice of disqualification from CDFA. The appeal must be in writing and signed by the responsible party named on the grant application, or his/her authorized agent. It must state the grounds for the appeal and include any supporting documents and a copy of the decision being challenged. The submissions must be sent to the California Department of Food and Agriculture, Office of Hearings and Appeals, 1220 N Street, Sacramento, CA 95814 or emailed to CDFA.LegalOffice@cdfa.ca.gov. If submissions are not received within the time frame provided above, the appeal will be denied.