**Application for Retained Receipts**

***Please respond to the following questions. Applications should total no more than 3 pages in length.***

1. **Improve watershed conditions:** Describe your stewardship project and explain how it: maintains, and/or restores habitat, ecological function, water quality, soil productivity, forest health, and/or watershed condition. (*See criteria for a stewardship project from Handbook 2409.19 Chapter 60 sec. 61.2.)*
2. **Community Engagement and Partnership:** Describe the depth of the community engagement, partnerships, and/or collaborative processes that led to the identification and development of this stewardship project.
3. **Capacity Building:** Explain how your project builds the capacity of agencies, private landowners, city and tribal governments, and/or communities to participate in natural resource management.
4. **Local economic development:** Explain how your stewardship project creates local jobs/ local business opportunities.
5. **Shovel-readiness: All projects require NEPA.** Explainthe NEPA status of your project. Is the project NEPA- cleared, fully designed/ planned, and ready to be implemented? If not, has funding been secured for NEPA work and is the project expected to be NEPA-cleared within the next six months? Do you have the necessary state and/or federal permit(s) to implement the project?
6. **Alignment with current Tongass National Forest priorities:** Explain how the project aligns with current TNF plans/priorities. Project proposals for this round of retained receipts will be limited to National Forest System Lands, or adjacent lands with a clear nexus that will improve habitat on National Forest System Lands within the same watershed (e.g. stream restoration where the stream flows through multiple ownership jurisdictions).
7. **Likelihood of Success:** Provide your assessment of your project’s likelihood of success. What do you hope to learn from this project? What is your definition of project success?
8. **Budget:** Please provide a budget for your project. Detail funding request, as well as any funding already acquired for the project. Also provide an estimate of the number of local jobs your project will create, and the number of work-days for those positions (“person-days”).
9. **Schedule:** Describe the schedule of implementation for your project.
10. **Best Use:** Describe why your project is the best use of pooled receipt funds.

**Review Committee Proposal Ranking Sheet**

**Project Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Amount Requested:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The italics are elements to consider for ranking. Scoring criteria is included with each question on the application, and is listed below. Please score each question. A low score in one or more areas will not eliminate a project from consideration. Applications are to be scored not on eloquence of response, but on the merit of each project.**

**The most important criteria are worth a higher number of points. Scoring for questions worth 5 points described below. Use proportional scoring for criteria worth more points.**

**0 = non-responsive/no answer, response does not answer the question, project severely lacks merit in this area.**

**1= the applicant answered the question, but project lacks merit in this area.**

**3 = an average or medium response, the project is moderately satisfactory in this area.**

**5 = the most perfect project/response, the project has significant merit in this area.**

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| **#** | **Criteria** | **Scoring** | **Project Score** |
| 1 | **Improve watershed conditions:** *To what degree does the project maintain, and/or restore habitat, ecological function, water quality, soil productivity, forest health, and/or watershed condition?*  | 0-30 |  |
| 2 | **Community Engagement and Partnerships:** *Describe the depth of the community engagement, partnerships, and/or collaborative processes that led to the identification and development of this stewardship project.*  | 0-15 |  |
| 3 | **Capacity Building:** *To what extent does the project build the capacity of agencies, private landowners, city and tribal governments, and communities to participate in natural resource management?*  | 0-10 |  |
| 4 | **Local economic development:** *To what degree does the project create local jobs/local business opportunities as part of a larger program of work aimed at creating long-term local employment?*  | 0-10 |  |
| 5 | **Shovel-ready:** *Explain the NEPA status of your project. Is the project NEPA- cleared, fully designed/ planned, and ready to be implemented? If not, has funding been secured for NEPA work and is the project expected to be NEPA-cleared within the next six months? Do you have the necessary state and/or federal permit(s) to implement the project? NEPA-cleared, permit secured, designed, shovel ready will score higher points.*  | 0-5 |  |
| 6 | **Alignment with current Tongass National Forest priorities:** *Does the project align with current TNF plans/priorities? Consider Priority Watersheds, designated Stewardship areas.* | 0-5 |  |
| 7 | **Likelihood of Success:** *Does the project have a high likelihood of success, in the short or long-term?* | 0-5 |  |
| 8 | **Budget:** *Is the budget reasonable given the anticipated outcomes? No FS salary permitted*. | 0-10 |  |
| 9 | **Schedule:** *Is the schedule reasonable?*  | 0-5 |  |
| 10 | **Best Use:** *Is this project the best use of retained receipts funding?*  | 0-5 |  |
|  | **Reviewer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Total (Up to100) |  |