

St Lawrence Eastern Lake Ontario Partnership Regional Invasive Species Management 2025 Call for Special Project Nominations

The St. Lawrence Eastern Lake Ontario Partnership for Regional Invasive Species Management (SLELO PRISM) serves as one of eight partnerships across New York State. The mission of SLELO PRISM is to create resilient lands and waters while protecting biodiversity through a collaborative approach to invasive species management, with emphasis on prevention, early detection, rapid response, education, and outreach. SLELO PRISM is hosted by The Nature Conservancy (TNC). Under a contract between the NYS Department of Environmental Conservation (NYSDEC) and The Nature Conservancy, funding for initiatives and special projects is available. TNC and SLELO PRISM are accepting nominations for projects that align with the PRISM's Five Year Strategic Plan 2024-2028 Goals and Objectives. Priority will be given to projects located in CLAW focal areas and those focused on achieving Goals 7, 8, 2 and 3. **The overall intent of this effort is to identify projects and contractors, including partner organizations, that could supplement the great work that is already being done by our partners and staff.**

Projects must be completed by December 5, 2025.

Some Project Concepts Include:

- Conducting field surveys on forested lands, along streambanks or in other priority conservation areas within focal linkage areas to report the distribution or impact of invasive species.
- Management of invasive species on managed lands and within important ecological areas.
- Eradication, containment or suppression of invasive species on managed/public lands to restore native habitats.
- Restoring sites previously treated for invasive species by re-establishing native species making treatment sites more resilient to subsequent invasions.
- Education and outreach initiatives aimed to enhance awareness of invasive species and community engagement with invasive species early detections, management, and native plantings.

The deadline for project nominations is **March 4th, 2025, at 11:59PM**. Please complete in full as a PDF document using the template provided and submit on [Google forms](#), more information can be found on [our website](#). Please review supporting documents on our web page before proceeding with the proposal. If you have any questions, please email Brittney Rogers, brittney.rogers@TNC.ORG, Invasive Species Program Director, SLELO PRISM. Projects will be reviewed and selected by the PRISM. Notice of contract awards will be announced by **March 12th, 2025**. Formal agreements will be subject to approval by TNC and the NYSDEC Invasive Species Coordination Section.

Project budgets are not to exceed \$24,500. Projects do not require any matching funds. If selected, projects are subject to both TNC and NYSDEC contracting policies and requirements. Awards are also contingent upon specific insurance requirements. An initial project kickoff meeting with SLELO PRISM staff and project lead, mid-season newsletter or blog update and a final report will be required. Recipients are required to present their project at a PRISM Partner Meeting.

Funding for SLELO PRISM is provided through the New York State Environmental Protection Fund through NYS Department of Environmental Conservation through Contract C012859 with The Nature Conservancy.



Department of
Environmental
Conservation



Project Overview

Project Title:	
Brief summary of project (Less than 50 words):	
Start and Completion Dates:	
Total amount requested:	

Project Information

Project Contact Person:	
Telephone Number:	
Email:	
Organization or Entity Applying:	
Business Mailing Address: City/ State/ Zip:	
Is the applicant a non-profit organization? (Y/N):	
Is the applicant a state registered minority/women-owned business? (Y/N): If yes, please provide ID	
Is the proposed work located on public or private property? If public, briefly describe.	
iMapInvasives Username, Person #	

Please submit the following:

Appendix A “Scope of Work” no more than 4 pages and Appendix B “Budget” no more than 2 pages. Use Calibri font, 11 point and 1” margins. All aspects of the selection criteria must be addressed.

Project Selection Criteria	
<i>Project Overview and Information</i>	5 points
<i>Appendix 1 – Scope of Work</i>	
-1. Importance	10 points
-2. Priority Objectives	5 points
-3. Measures of Success	5 points
-4. Reporting and Data Sharing	10 points
<i>Appendix B – Budget</i>	
- Budget Form/Table	10 points
- Cost Proposal/Budget Narrative	10 points
Total	55 points

1. **Importance:** *Where relevant to the project, please include...*

10 Points

- a. An executive summary of the proposed project, describing a statement of the problem, proposed solution(s), and outcomes of work action(s). The proposal should demonstrate the justification, feasibility, and convey the importance of conducting such work.
- b. Describe the geographic area/location of where this project will occur, or the area served. Describe the breadth of how this project may have broad impacts within or beyond this region, if appropriate (Connected Lands and Waters). Projects with broad impacts to the environment and/or community at large will receive greater consideration over proposals with a small and narrow benefit to the environment and/or public. Priority will be given to projects that build on the Connected Lands and Waters Initiative with work occurring within focal linkage areas. The project must be inside the [PRISM Boundary](#).
 - i. *Attach a map of the area and project location highlighted as Addendum in 1a*
- c. List and describe the invasive species targeted in the project. Include information from the PRISM Species [Tier List](#) or the [New York State Invasive Species Tiers List](#). Indicate which Tier(s) project species are in.
- d. State if the proposed work will be executed in or near an ecologically significant area, important habitat (high conservation value), and/or a conservation management area. State if the work action(s) will protect threatened, endangered, or species of greatest conservation need.
 - i. *To Identify Ecologically Significant Area:* Using the NYS Invasive Species Prioritization Model; does the conservation target area fall within or near a location designated as having a high Comprehensive Value. Regions of the state where the “Risk of Spread,” and “Ecological Significance,” are strong along with any “Protected Areas” are designated with High Comprehensive Score as indicated by dark shaded areas on the map.
 1. The model can be found by following the link [NY Invasive Species Prioritization Map Models](#). Click the *Launch the Prioritization Tool* link and find the location of interest. In the Map Layers Legend on the right, select the iMap Prioritization Comprehensive Score attribute. Click on your area of proposed work and record the “**Comprehensive Score: #**”
 - i. *Include a screen shot to demonstrate if applicable as an addendum in 1b.*
 - ii. *To identify if conservation priority species or habitats in or near the geographic area where the proposed work will occur use the following resources.*
 1. Use the New York State Department of Environmental Conservation “[Environmental Resource Mapper](#)” to identify significant natural communities, and rare plants or animals.
 2. In the [Resource Mapper](#); Under Tools click the [I] to utilize the Identify Too.
 - a. If applicable, attach report as Addendum 1c.
 3. NYSDEC Wildlife Action Plan: [Species of Greatest Conservation Need](#)
 4. [New York Natural Heritage Program Conservation Guides, Rare Animal and Plant Status List](#)

2. **Priority Objectives**

5 Points

- a. State and identify how the proposed work is aligned to the Goal(s) and Objective(s) as derived from the [PRISM Five Year Strategic Plan 2024-2028](#). Projects aligned with **Goals 7, 8, 2, 3** will be prioritized.
- b. List each goal, objective, and specific output or outcomes addressed in the proposal.
 - **Goal One Prevention Objectives 1.1-3**
 - **Goal Two Early Detection and Rapid Response: Objectives 2.1-3**
 - **Goal Three Invasive Species Management: Objective 3.1-2**
 - **Goal Four Education, Outreach, Marketing: Objectives 4.1-6**
 - **Goal Five Cooperation and Partnership: Objectives 5.1-3**
 - **Goal Six Information Management: Objectives 6.1-3**
 - **Goal Seven Ecological Restoration: Objectives 7.1-4**
 - **Goal Eight Innovation: Objectives 8.1-2**

3. Measures of Success

5 Points

Explain how your methods will achieve the project's goals.

- a. If there are examples of previous successful application of your planned techniques or approach, they should be described. For Example: research, best management practices, previous trials, and similar case studies.
- b. By what standard would you assess whether the project has been satisfactorily completed, and how should the project's success be evaluated? Will you do this evaluation?
- c. Please include information about the likelihood for long-term success of the project, whether successive years of work will be required and the level of commitment or support for post treatment and monitoring. State methods or practices for post treatment monitoring and reporting.

4. Final Report, Deliverables, and Data Sharing

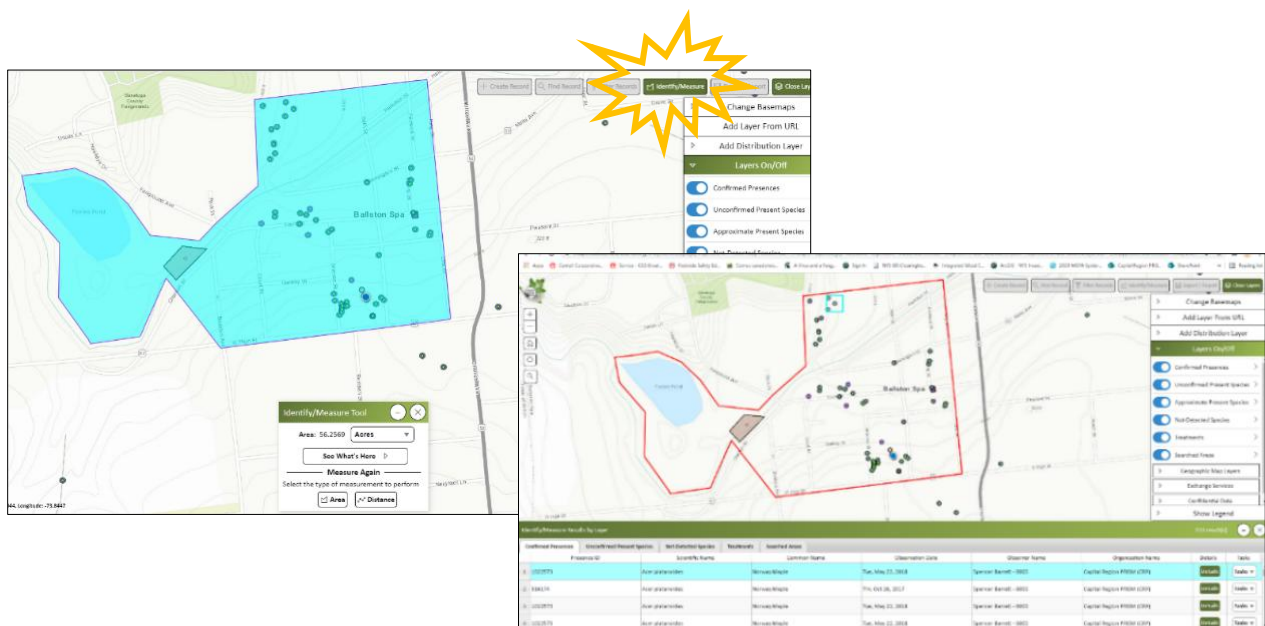
10 Points

1. Reporting: Two reports will be required.

- a. A mid-season progress report to be shared in our summer newsletter and website update.
 - b. A final written report in electronic format is required by **December 5th, 2025, by 11:59PM**. All reports must be reviewed by the PRISM for approval as complete. In addition, all recipients are required to report on their proposal and work completed at a PRISM Partner Meeting.
 - i. The report should include a summary of work completed and why, with any results, findings, and conclusion stated with recommendations for potential future work to occur.
 - ii. Projects reports will describe the total acres subject to detection and monitoring surveys, response/management actions, and/or restoration work. Reports should also include acreage totals subject to post-treatment monitoring activities and changes in species abundance. Biologic surveys will occur before and after controls using a quadrant to estimate percent cover, abundance, richness, or frequency to monitor change over time. If native species surveys occur, all species information must be submitted. If restoration is occurring, all species must be approved by the PRISM prior to purchase. Invasive, non-native or cultivar varieties will not be approved.
 - iii. If a proposal delivers on education/outreach activities the program name(s), date(s), format(s), number of participants or individuals reached, and length of program(s) are to be described.
 - iv. All volunteer activities utilized with the proposal should be documented. Documentation of volunteer work includes a description of project work performed, dates of activities, total number of participants, and total hours of work performed.
 - v. Locations should be described by name at the county and local levels along with coordinates.
 - vi. Project reports (reports, PowerPoints, etc.) must recognize at a minimum, the following: SLELO PRISM, New York State Department of Environmental Conservation, The Nature Conservancy and the NYS Environmental Protection Fund.
- #### 2. Data collection and recording of metrics are required to be reported in iMapInvasives online, a GIS-based data management system.
- The collection of data and recording of metrics for all types of detection and monitoring surveys, response/management actions and post-treatment monitoring (include any changes in species abundance) must be reported through [iMapInvasives](#). Data will be collected and reported under a SLELO Project in iMapInvasives. Data sharing includes all presence, not detected, and treatment data created or collected for the project, this requirement is due on or before **December 5th, 2025, by 11:59PM**.
- i. To register for a free account, visit the [iMapInvasives Website](#).
- #### a. To demonstrate capability in the data sharing requirement, complete the following.

- i. State your **iMapInvasives Username** and **Person #** on the front page of the proposal. Person number is found in **Your Accounts** in the menu/preference section on the app or online.
 - ii. Using the online desktop version of iMapInvasives; Use the **Identify/Measure Tool**; draw a polygon around the project area; click “See what’s here”; (See images on next page for example)
 1. *Take a screenshot and include it as an Addendum 1d.*
- b. **State how you will use iMapInvasives to document the work for the project.** Such as which [field data collection tool](#) and which data summaries or measures will be reported (i.e. total number of presence/not-detected records submitted as part of the project; total number of acres surveyed or treated; other etc.).
- c. **Several iMapInvasives field data collection tools are available for primary data collection.** The preferred method for sharing data with iMapInvasives is through the use of one (or multiple) field data collection tools developed by the New York Natural Heritage Program (NYNHP) listed below.
- i. **Basic Application Tools: (Will Work for Most Applicants).**
 1. iMapInvasives Mobile App On a Cellular Device
 2. iMapInvasives Online From a Personal Computer
 - ii. **Advanced Application Tools:**
 1. iMapInvasives Survey123 form
 2. iMap Mobile Advanced (iMMA)*
 3. Simple Aquatic Survey (SAS-Pro)*
 4. Forest Pest Survey123 form*

A formal request must be made to the iMapInvasives Team for the advanced tools. Some tools may require an Esri account. For additional details about each of the field data collection tools: Check out the Reporting an Invasive web page at <https://www.nyimainvasives.org/report-an-invasive>. [Online training is available](#) for each of the tools listed above. Consult a member of the iMapInvasives Team or PRISM Team for assistance.



1. Complete the cost proposal table below or insert a more detailed breakdown of your own with no more than 2 pages using Calibri font, 11 point and 1” margins.

- The maximum level of funding will be \$24,500 per subcontract including indirect costs. Matches in kind are not required or part of the funding request. Matches in kind can be listed to show support for the proposal. Smaller funding requests will be accepted and evaluated commensurate with measurable results and/or expended outcomes. The money for this program comes from the New York State Environmental Protection Fund with reimbursements released from the New York Department of Environmental Conservation. We expect to fund several projects but are not obligated to award all funds. Expenses for fundraising and food will not be accepted.

Budget Category	Project Total	Requesting	Match
Personal Services:			
Employee Salary and Wages			
Fringe Benefits			
Sub-Total			
Non-Personal Services:			
Equipment			
Supplies and Materials			
Travel			
Communications [Outreach materials]			
Contract Services [Outside/Subcontractor Service Fees]			
Permitting			
Other (explain below)			
Indirect costs			
Sub-Total			
TOTAL:			

2. Cost Proposal / Budget Narrative: Develop a cost proposal narrative that includes personal services (including fringe benefits), non-personal services (including supplies and materials, equipment, communications materials, contractual services, travel, etc.) and indirect costs. Volunteer work efforts can be listed as a match. Explain each line in the budget form above with details and itemized expenses. Include quotes for outside services, equipment, etc. *If applicable, please include quotes in the Addendum 1e.*

- a. **Personal Service:**
 - i. Salary, wages – Include rate of compensation or billing rate for salary and wages with estimated hours or days of work.
 - ii. Fringe Benefits
- b. **Non-Personal Services:**
 - i. Equipment
 - ii. Supplies and Materials
 - iii. Travel
 - iv. Communications [Outreach materials / software [including licensing fees / Printing and Postage]
 - v. Permitting [Including removal and disposal of materials fees]

- vi. Other
- vii. Indirect costs [include percentage rate]
- viii. Total Cash Match and/or Total In-Kind Match (list source)

3. Demonstrate a Timeframe: *Clearly identify timeline of activities and deliverables.*

- a. Include a timeline or calendar of events for work to be executed.
- b. When applicable identify and include all needed State, County, or Town permits to execute work. Please procure permitting months in advance. All permits need to be acted on and approved before executing work.
- c. All work must be completed by December 5, 2025.

4. Documentation letters for projects including activities on public or private property.

- a. If the proposal is funded, applicants may be required to provide written permission from municipalities, boards, and/or private property owners stating that the scope of work to be performed on the property is approved.
- b. Alternatively, recipients will provide documentation letters from municipal, county, state governments and/or private property owners if the proposal includes activities accessed through private lands. This documentation is not required at the time of submission of the proposal, but it will be required and reviewed before a subcontract is executed.

5. Additional requirements of successful applicants when applicable.

- a. For projects requiring permits and/or licensing, all necessary permits, and or licenses must be obtained prior to conducting the relevant activity. The PRISM Coordinator will need to be provided with evidence that appropriate permits are in place prior to the start of the subcontract, but they are not required for submission of a proposal.