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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | EOI # **(Internal Use Only)** |  | | Project Title | As named by the Applicant | | FireSmart Discipline (Project Type) | Vegetation Management |     **Forest Resource Improvement  Association of Alberta**  P.O. Box 11094, Main Post Office,  Edmonton, Alberta T5J 3K4 | | | | | | | | | | | | | |
| **FRIAA FIRESMART PROGRAM**  **Attn: FRIAA Administrator**  **Telephone: 780-429-5873**  **Submission Portal:**  [**https://friaa.ab.ca/program-submissions/**](https://friaa.ab.ca/program-submissions/)  **Request for Expression of Interest - Application Form & Template**  **FRIAA-FFP VEG JULY 2025**  **Submission Deadline: September 29, 2025 4pm MST** | | | | | | | | | | | | | |
| **Applicant Information** | | | | | | | | | | | | | |
| Applicant Organization (Legal name): | | | |  | | | | | Phone: |  | | | |
| Mailing Address: | | | |  | | | | | Fax: |  | | | |
| Authorized Representative (name and title of signing authority) | | | |  | | | | | Email: |  | | | |
| Project Manager (name and organization / company) | | | |  | | | | | Phone: |  | | | |
| Email: |  | | | |
| **FireSmart Discipline** - **Project Information** | | | | | | | | | | | | | |
| **Primary Eligible Activity** | | | | | | | | **Term of Project** | | | **Amount of Funding Applied for** | | |
| **X** Vegetation management (*e.g.* fuel breaks, thinning and pruning, vegetation removal/reduction and conversion to more fire-resistant species); | | | | | | | | (month/year to month/year) | | | $ | | |
| If requesting funding support for a **third party** to assist in the completion of a detailed proposal, indicate the amount: $\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | |
| 🞏 Applicant participated in an “Information Session” and was recorded as attending by FRIAA. (highly encouraged)  🞏 Applicant has been in contact with a FRIAA Field Representative to discuss the specified application activity. (**REQUIRED**)  Applicant has substantially completed all other FRIAA FireSmart projects in this discipline. (**REQUIRED** prior to grant award) | | | | | | | | | | | | |  |
| **Agency Support Attachments:** | | 🞏  🞏  🞏 |  | | Project Support Letter from Fire Department / Fire Emergency Service Provider, **OR** the Fire Department/Fire Emergency Service Provider is the Authorized Representative or Project Manager of this project (required by RFP stage, strongly encouraged with EOI submission) (see 3.1 of template)  Project Support Letter from Alberta Wildfire – Ministry of Forestry and Parks (strongly encouraged and preferred at RFP stage) (see 3.2 of template)  Cover Page of Current Approved Plan (Wildfire Hazard and Risk Assessment is minimum REQUIRED by RFP stage for vegetation management projects - see 4.3 of template) | | | | | | | |  |
| **Acknowledged by Applicant** | | | | | | | | | | | | | |
| 🞏 Band Council Resolution (attach for applications from Alberta First Nations)  🞏 Settlement Council Resolution (attach for applications from Métis Settlements) or President Letter for Métis Co-operative/Enterprise/Local  🞏 Municipal Council Resolution (attach for applications from Municipalities) | | | | | | | | | | | | | |
| The Applicant acknowledges that it has read, understands and agrees with the requirements, terms and conditions of the FRIAA FireSmart Program (the “**Program**”), the Request for Expressions of Interest (the “**RFEOI**”) and Program Outline, and the FRIAA FireSmart Project Grant Agreement (the “**PGA**”) and by its submission of this Application and its Expression of Interest acknowledges and agrees that the Applicant shall be bound by the requirements, terms and conditions of the Program, the RFEOI and Program Outline, the PGA and FRIAA’s policies, procedures protocols and guidelines as well as any and all requirements and directions as may be determined by FRIAA’s Board of Director at its sole discretion. The Applicant also acknowledges and agrees that this Application and Expression of Interest may be accepted by FRIAA on further terms and conditions which shall be binding on the Applicant and that the acceptance of this Application and Expression of Interest does not represent a commitment by FRIAA to fund all or any of the activities proposed therein. | | | | | | | | | | | | | |
|  | **Authorized Representative (as named above)** | | | | |  | **Date** | | | | |  | |

**Application Template**

**\*Please replace all red text with information relevant to your application\***

# Project Overview (Fuels and Values-At-Risk)

## Description of the Vegetation Management Activities and Outcomes

🞏 1st Pass Fireguard or fuel break (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 1st Pass Mulch (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 1st Pass Thin - mechanical (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 1st Pass Thin/prune – hand crew (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 1st Pass Remove Down and Dead (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 1st Pass Pile and burn (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 2nd Pass treatment (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Maintenance re-treatment (Specify ha and reason) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Other (Specify ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TOTAL HA PROPOSED FOR TREATMENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

If there are other eligible activity(ies), describe them and the outcomes being proposed.

## Description of Fuel Types[[1]](#footnote-1)

🞏 Conifer (Spruce, Pine) (ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Deciduous (Leafless) (ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Mixedwood (Leafless, Green) (ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Open (Grass: Matted, Standing) (ha) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Description of Fuel Proximity to Values-at-risk

🞏 Adjacent

🞏 Fuel wick into community

🞏 Within 500 m

🞏 Within 10 km

## Description of values-at-risk1 adjacent to the project location

🞏 Critical Infrastructure: school, health center, water treatment plant, communication

tower, power generation (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Standard Values: residential homes, country subdivision, cabins

(specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Other (Specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Project Location (Access and Egress)

## Describe the Project Location

Describe and map the general project location and the specific treatment units, indicating block size and dimensions.

Describe and map any non-fuel landscape features adjacent or near the community/project location (lake, river, roads, agriculture areas) that reinforce the proposed treatment area.

Describe and map previous and future planned FireSmart treatment areas (indicate the type and age of treatment if known).

Describe and map the values-at risk in relation to the proposed project boundary, and identify what they are.

Describe the remoteness / accessibility of the community(ies). Indicate the number of evacuation routes. Indicate the number / frequency of the community evacuations in the past.

Indicate if a Fire Emergency Services provider and/or Wildfire Operations Base are located in or near (provide distance) the community.

Insert an overview map of the proposed project area(s).

Additional maps may be needed to delineate treatment boundaries (approximately 1:5000 map scale.)

Photographs of the treatment unit would be beneficial to include.

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Aerial imagery should be clearly visible through any graphic shading or hashing.

# Emergency Services Engagement

## Indication of engagement and support of Fire Emergency Services Provider(s)

Briefly describe communications with Fire Emergency Service Providers with respect to the specific activities proposed for this project.

Who was contacted and what feedback did you receive regarding the project?

A project-specific letter of support is strongly encouraged with the EOI submission and is required with the Request for Proposal, if the Authorized Representative or Project Manager is not the Fire Emergency Service Provider.

## Indication of review and support by Alberta Wildfire

Briefly describe communications with your regional Alberta Wildfire office (AW) with respect to the specific activities proposed for this project. Who was contacted and what feedback did you receive?

A completed copy of the EOI should be provided to the AW prior to requesting a letter of support. A project-specific letter of support is strongly encouraged at the full Proposal stage (not necessarily with the EOI), but conversation should be initiated.

# Project Scope and Priority

## Describe The Project Scope

Describe the scope, work plan approach and timing of the proposed activities that relate to the purpose of the FRIAA FireSmart Program.

* 1. **description of anticipated project outcomes**

Describe how the anticipated outcomes and deliverables of the project are relevant to the FireSmart objectives of your community.

## Describe how the proposed activities link to Current FireSmart plans or Hazard Assessments

Identify linkages to current approved plan(s) that indicate these treatments are a priority. Describe previous work or activities of the Applicant that indicates a need for the treatment activities proposed.

Include the name of the current plan and its approval date, as well as a copy of the cover page only (REQUIRED for RFP stage, if not submitted with EOI). The minimum planning level to support vegetation management is a Wildfire Hazard and Risk Assessment that delineates the priority vegetation management projects.

If the proposed work is for the maintenance of previous treatment units, provide a brief description of that work and why maintenance is required (i.e blowdown has occurred, 2nd pass timing after initial treatment has become wind-firm).

# Community Engagement

* 1. **describe The Applicant and Project Partners**

Describe the relevant background information about the applicant community, and any Project Partners (including consultants) involved with the project (see 5.1 of RFEOI for description of “Project Partners”.)

## describe The Stakeholders

Describe the community(ies) and stakeholders (including government entities in the community or adjacent jurisdictions) involved. Indicate how the community members will be advised / engaged about the upcoming work and its importance to community resiliency.

* 1. **Project Support**

Provide additional documentation that demonstrates the governing persons of your community support the submission of this EOI and the benefits of the proposed project.

* 1. **Additional Information**

Include additional information that you believe is relevant and helpful in assessing this expression of interest.

# Funding requested

## Describe the Estimated Funding Required

Provide an estimated breakdown of the funding and resources required to complete the proposed work.

Indicate if a dedicated project manager will be contracted or if internal resources will be utilized. Project management costs (including prescription development, block layout, crew supervision, quality control, GPS data collection/attribution and reporting must not exceed 20% of the total funding request.)

Indicate if contract crews or internal labour have been identified to conduct the work.

Include a brief description of the Applicant’s process to determine that costs represent fair market value.

Generalized administration fees, contingency fees and “percentage markup” will not be accepted.

**Applicants are responsible for the quality, completeness and relevance of work completed by consultants and contractors. If FRIAA / FireSmart standards are not satisfied, grant payments may be withheld.**

Note that the maximum available funding from FRIAA will be capped at $200,000/project. Show only the budget/ha expected to be treated under this amount of grant funding.

|  |  |  |  |
| --- | --- | --- | --- |
| # of hectares to be treated | Treatment Type | Estimated cost per hectare | Estimated project cost |
|  |  |  |  |
| X.XX ha | Fireguard or fuel break | $/ha | $XXX,XXX |
| X.XX ha | Hand thin and prune | $/ha | $XXX,XXX |
| X.XX ha | Mulching | $/ha | $XXX,XXX |
| X.XX ha | 2nd Pass | $/ha | $XXX,XXX |
| X.XX ha | Re-treatment | $/ha | $XXX,XXX |
|  |  |  |  |

## Describe other (non-friaa or in-kind) sources of funding

FRIAA funds cannot be used for existing staff or resources of the applicant. However, in-kind contributions are highly regarded.

Describe and quantify (in $) the value of any non-FRIAA funding or in-kind resources that apply directly to the proposed activities**.**

**“In-kind resources”** may include permanent staff time for project management, quality control, task training, safety training and inspections, financial reporting and other costs such as vehicle, equipment and hall rentals, printing costs, tendering, and any other project support that is offered by the applicant to subsidize the cost of the project.

Funds for related or previous projects do not qualify “as other sources of funding” for this project.

\* EOI length should not exceed 8 pages, excluding attachments.

1. Additional information on the FireSmart approach, fuel types and values-at-risk can be found in the “[Guidebook for Community Protection](https://open.alberta.ca/publications/9781460107805)”. [↑](#footnote-ref-1)