

FUNDING APPLICATION TLSB 2025

The Hawai'i Rangeland Stewardship Foundation with support from the Department of Agriculture have legislative funds for distribution that have been allocated to ranchers who are actively working to mitigate the impacts of Two-lined Spittlebug (*Prosapia bicincta*). Mitigating the impacts of TLSB include managed grazing, targeted herbicide treatments for noxious weeds that replace affected pastures, reseeding pastures with TLSB-resistant grasses to improve forage availability, and other activities that reduce the impacts of TLSB.

Fund requests must not exceed \$25,000. Please submit all applications to office@hirangelandstewardship.org by **June 9th, 2025**.

Grants awardees will be notified and can begin projects on June 16, 2025.

Projects must be completed no later than 5/1/2026.

PROJECT TITLE

DURATION OF PROJECT (8 MONTHS OR LESS)

Start Date:

End Date:

5/1/2026

APPLICANT ORGANIZATION AND PROJECT SUMMARY (ABSTRACT)

1. The name of the applicant organization.
2. Please provide a concise outline describing how the proposed project will control and mitigate the Two-lined Spittlebug (*Prosapia bicincta*).

PROJECT PURPOSE/NEED

PROVIDE A LISTING OF THE OBJECTIVES THAT THIS PROJECT HOPES TO ACHIEVE

TSLB project proposals must include at least one objective and one measurable outcome, and includes the number of acres treated during the period of performance of the proposed project.

Objective 1:

Objective 2 (if applicable):

MEASURABLE OUTCOME/S AND PROCESS/METHOD OF DATA COLLECTION

Estimate the number of acres impacted through this project and the process to show the measurable outcomes were met.

Number of Acres expected to be treated: _____ acres

Other measurable outcomes (if applicable):

PROJECT TIMELINE, ACTION AND WORK PLAN

SHOW THE TIMELINE FOR THE PROJECT

Create a timeline for the project identifying and starting with MONTH 1 taking the timeline through the duration of the project. EXAMPLE below is the format to be included in the proposal.

EXPECTED QUANTIFIABLE, MEASURABLE OUTCOME	ACTION The action plan to achieve the Outcome	BUDGET The portion of the budget expended to complete the action	POINT PERSON to oversee the action plan	MONTH The dates the action will take place and be completed

BUDGET NARRATIVE

All expenses described must be associated with expenses that will be covered by the requested TSLB funds. If any matching funds will be used, please show these in the Matching Funds Budget Summary at the end of this template.

Budget Summary	
Expense Category	Funds Requested
Personnel	
Equipment	
Supplies	
Contractual	
Other	
Direct Costs Subtotal	
Indirect Costs	

Total Budget	\$
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PERSONNEL

List the organization's employees whose time and effort can be specifically identified and easily and accurately traced to project activities associated with this proposed project.

#	Name/Title	Level of Effort (# of hours OR flat fee)	Funds Requested
1			
2			
3			
4			

Personnel Subtotal	U
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PERSONNEL JUSTIFICATION

For each individual listed in the above table, describe the activities to be completed by name/title including approximately when activities will occur.

Personnel 1:

Personnel 2:

Add other Personnel as necessary

EQUIPMENT

Describe any special purpose equipment to be purchased or rented during the project. "Special purpose equipment" is tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost that equals or exceeds \$5,000 per unit and is used only for research, medical, scientific, or other technical activities.

Rental of "general purpose equipment" must also be described in this section. Purchase of general-purpose equipment is allowable.

#	Item Description	Rental or Purchase	Acquire When?	Funds Requested
1				

2				
3				
4				

Equipment Subtotal

EQUIPMENT JUSTIFICATION (COST EQUALS OR EXCEEDS \$5,000 PER UNIT)

For each Equipment item listed in the above table describe how this equipment will be used to achieve the objectives and outcomes of the project. Add more equipment by copying and pasting the existing listing or delete equipment that isn't necessary.

Equipment 1:

Equipment 2:

Add other Equipment as necessary

SUPPLIES

List the materials, supplies, and fabricated parts costing less than \$5,000 per unit and describe how they will support the purpose and goal of the project.

Item Description	Per-Unit Cost	# of Units/Pieces Purchased	Acquire When?	Funds Requested

Supplies Subtotal

CONTRACTUAL/CONSULTANT

Contractual/consultant costs are the expenses associated with purchasing goods and/or procuring services performed by an individual or organization other than the applicant in the form of a procurement relationship. If there is more than one contractor or consultant, each must be described separately. (Repeat this section for each contract/consultant.)

ITEMIZED CONTRACTOR(S)/CONSULTANT(S)

#	Name/Organization	Hourly Rate/Flat Rate	Funds Requested
1			
2			
3			
4			

Contractual/Consultant Subtotal	\$
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CONTRACTUAL JUSTIFICATION

Describe the project activities each contractor or consultant will accomplish to meet the objectives and outcomes of the project. Include timelines for each activity. If contractor employee and consultant hourly rates of pay exceed the salary of a GS-15 step 10 Federal employee in your area (for more information please go to <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2024/general-schedule>, provide a justification for the expenses. This limit does not include fringe benefits, travel, indirect costs, or other expenses.

Contractor/Consultant 1: Contracts will be determine based on metrics developed to disperse TLSB funds

Contractor/Consultant 2:

Contractor/Consultant 3:

Add other Contractors/Consultants as necessary

OTHER

Include any expenses not covered in any of the previous budget categories. Be sure to break down costs into cost/unit. Expenses in this section include, but are not limited to, meetings and conferences, communications, rental expenses, advertisements, publication costs, and data collection.

If you budget meal costs for reasons other than meals associated with travel per diem, provide an adequate justification to support that these costs are not entertainment costs.

Item Description	Per-Unit Cost	Number of Units	Acquire When?	Funds Requested

Other Subtotal	
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INDIRECT COSTS

The indirect cost rate must not exceed 8 percent of any project's budget. Indirect costs are any costs that are incurred for common or joint objectives that therefore, cannot be readily identified with an individual project, program, or organizational activity. They generally include facilities operation and maintenance costs, depreciation, and administrative expenses.

Indirect Cost Rate	Funds Requested

Indirect Subtotal	
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