



2025 Applicant Webinar Healthy American Forests Initiative

Dedicated to supporting watershed restoration and vegetation management projects on National Forest System lands to achieve a healthy forest ecosystem



General Session Agenda

1. Introduction to NFWF
2. Program Context and Priorities
3. Review of Request for Proposals
 - *Qualifications*
 - *Evaluation and Guidelines*
 - *Proposal Component Breakdown*
4. Frequently Asked Questions
5. Using Easygrants



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Introduction to NFWF

WHO WE ARE

- Chartered by Congress in 1984
- 30-member Board appointed by Secretary of the Interior
 - Includes FWS Director & NOAA Administrator

WHAT WE DO

- Sustain, restore, enhance the nation's natural heritage
- Support collaboration among federal agencies & private funders
- Create common ground among diverse interests

HOW WE DO IT

- Leverage private money with public funding – average 3:1
- On-the-ground conservation projects through competitive grant making

NFWF IS

- An implementer – we fund projects

NFWF IS NOT

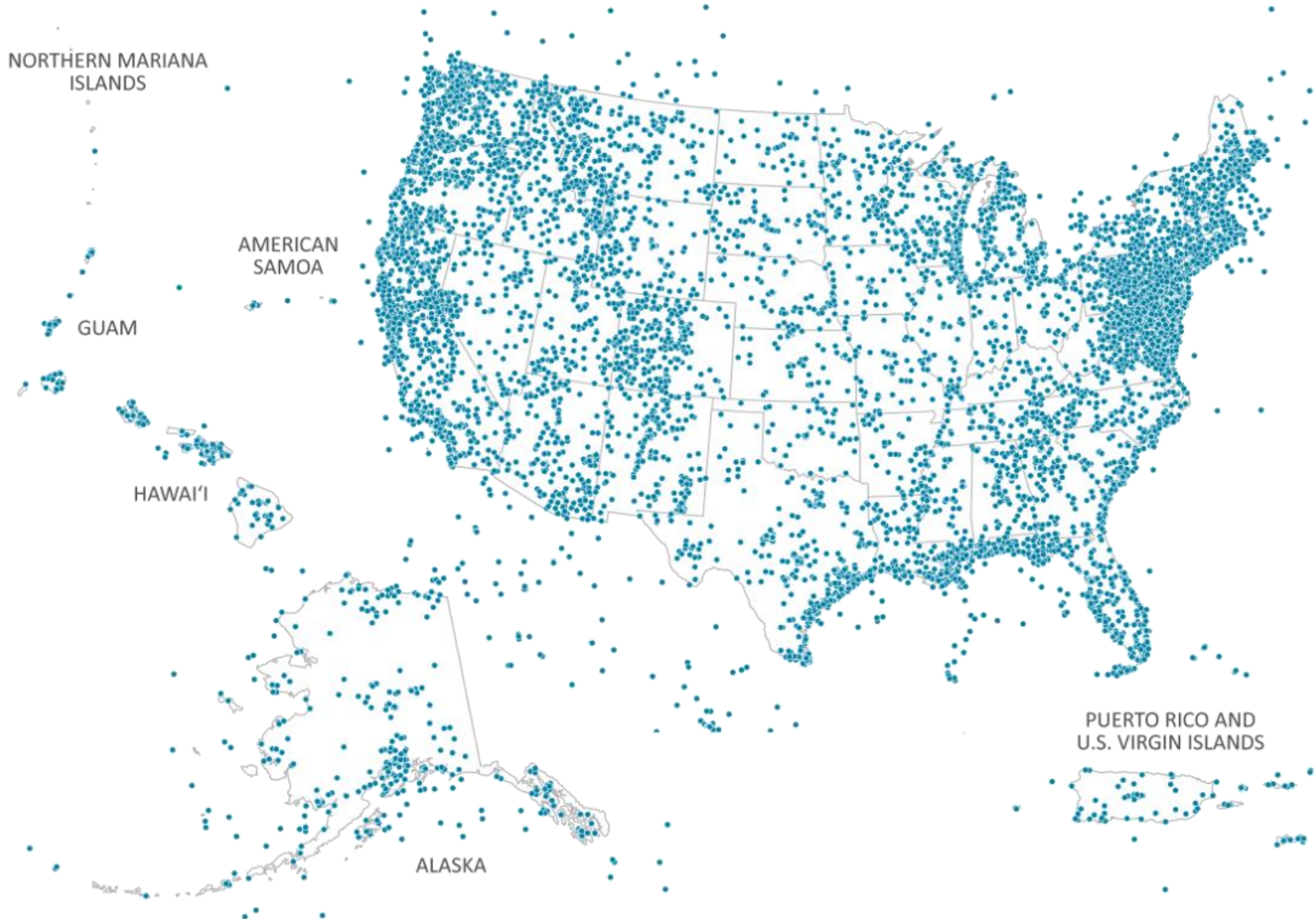
- An advocacy or litigation organization and does not fund these activities



Public-Private Partnerships



NFWF Conservation Investments (1984 – 2024)



- 23,300 Investments
- 7,000+ Organizations
- All 50 states

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Kootenai Forestlands

What is the Healthy American Forests Initiative?

- A one-time initiative that harnesses conservation funding and expertise from the U.S. Forest Service to support locally-led, cross-boundary, multi-state, and/or landscape-scale restoration projects on National Forest System lands.

Program Themes	Program Priorities
• Vegetation management or watershed restoration projects on National Forest System land • Conserving and restoring forests, grasslands and other important ecosystems that serve as carbon sinks • Increase forest management and reduce wildfire risk to promote healthy forests and increase timber productions • Improving ecosystem and community resilience to wildfire, flooding, drought, and other disaster-related threats • Expanding access to the outdoors	• Expand Habitat Connectivity • Provide a Range of Ecosystem Services • Strengthen Ecosystem and Community Health • Expand Public Access to Nature • Contribute to Local and/or Regional Economies • Contribute to Workforce Development



Wallowa-Whitman National Forest

Program Timeline



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Qualifications

Eligible: Non-profit 501(c) organizations, state government agencies, local governments, municipal governments, tribal governments and organizations, and educational institutions

Projects should focus on vegetation management or watershed restoration on National Forest System land. These projects must be carried out in accordance with a water source protection plan as developed under section 303(d)(1) of the Healthy Forests Restoration Act (HFRA) of 2003 or a watershed restoration action plan developed under section 304(a)(3) of HFRA of 2003. Associated activities may include removal of vegetation, the use of prescribed fire, restoration of aquatic habitat, or the decommissioning of an unauthorized, temporary, or system road to enhance or restore the ecological function and health of a forest ecosystem.

- Size: \$250,000 to \$2 million
- Length: Up to 2 years
- Geographic Focus: Must be on National Forest System lands

Grants are contingent upon receipt of funds from federal agencies and/or other funding partners

Matching Requirements

- Projects are required to provide non-federal match valued at 20% of total project costs (25% of the grant request to NFWF).
- If you are unable to meet the match requirements, please reach out to NFWF staff when you submit your application.



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Evaluation Criteria

- All proposals will be evaluated using 4 major **criteria**: Conservation Outcomes, Technical Merit, Partnership and Community Impact, and Budget
- Every HAFI proposal will be evaluated by a minimum of three reviewers
- Final funding decisions will be based on proposal scoring and additional factors (e.g. geographic distribution of projects, variety of HAFI program priorities addressed, and performance on prior and/or current NFWF grants)



Evaluation Criteria Continued – Competitive Proposals



Conservation outcomes

- Alignment with program goals and priorities
- Quantifiable performance metrics
- Appropriate monitoring of activities and outcomes
- Long-term project sustainability

Technical Merit

- Technically sound and feasible
- Engage technical experts
- Logical and achievable work plan/timeline
- Sound compliance approach (permits, NEPA)
- Accurate spatial data

Evaluation Criteria Continued – Competitive Proposals

Partnership and Community Impact

- Collaborates with local community
- Partners help sustain impact of project
- Proposal identifies communities impacted
- Includes letters of support from community partners

Budget

- Allowable and reasonable costs
- Matching contributions
- Cost effective



Federal Funding Compliance Implications and Requirements



- HAFI projects will be subject to requirements under the National Environmental Policy Act (NEPA), Endangered Species Act (ESA; state and federal), National Historic Preservation Act (NHPA), and Clean Water Act (CWA)
 - **Documentation of compliance with these regulations must be approved prior to initiating activities** that disturb or alter habitat or other features of the project site(s)
- Be sure to budget time and resources towards completing these requirements and obtaining all necessary permits and clearances
- For additional questions about these requirements, please reach out to our environmental compliance contractor, SWCA Environmental Consultants (atbcregulatory@swca.com)

Overall Proposal Guidelines - Highlights

- Project periods of performance cannot start prior to August 31, 2023 or end after May 30, 2028 [**Correction:** This end date replaces the one mentioned in the HAFI webinar recording].
- If you haven't thought about permits and compliance yet, START NOW!
- Ensure your SAM registration (SAM.gov) and audit requirements are up to date (<https://www.nfwf.org/apply-grant/application-information/required-financial-documents>)
- Provide measurable outputs and outcomes, choose your metrics wisely, and provide details requested
- Start collecting your letters of support – allow for additional time for your Forest Service contacts (write templates for your partners)
- Pursuant to OMB rules, indirect is allowed – please review the policy on our website (<https://www.nfwf.org/grants/application-information/indirect-cost-calculator>)
- Complete your budget narratives! Please review guidance on our website (<https://www.nfwf.org/sites/default/files/2020-07/nfwf-detailed-budget-narrative-guide.pdf>)
- **Ineligible Uses of Grant Funds:**
 - Support of ongoing efforts to comply with legal requirements
 - Support of political advocacy, fundraising, lobbying, litigation, terrorist activities or Foreign Corrupt Practices Act violations

Applicant Assistance Opportunities and Resources

- RFP and supporting materials are available on our website
 - Tip sheet for help navigating RFP and Easygrants
- Proposal lab sessions with NFWF staff and Field Liaisons
 - Available October - January
- Applicants submit proposal through Easygrants portal
 - Due January 13th
 - Email easygrants@nfwf.org for help with Easygrants issues
- Webinar recording available on [website](#)
- NFWF staff and Field Liaisons are available to assist
 - ECT, Inc.
 - NAFWS



Please email us if you have any questions!

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Field Liaison Support

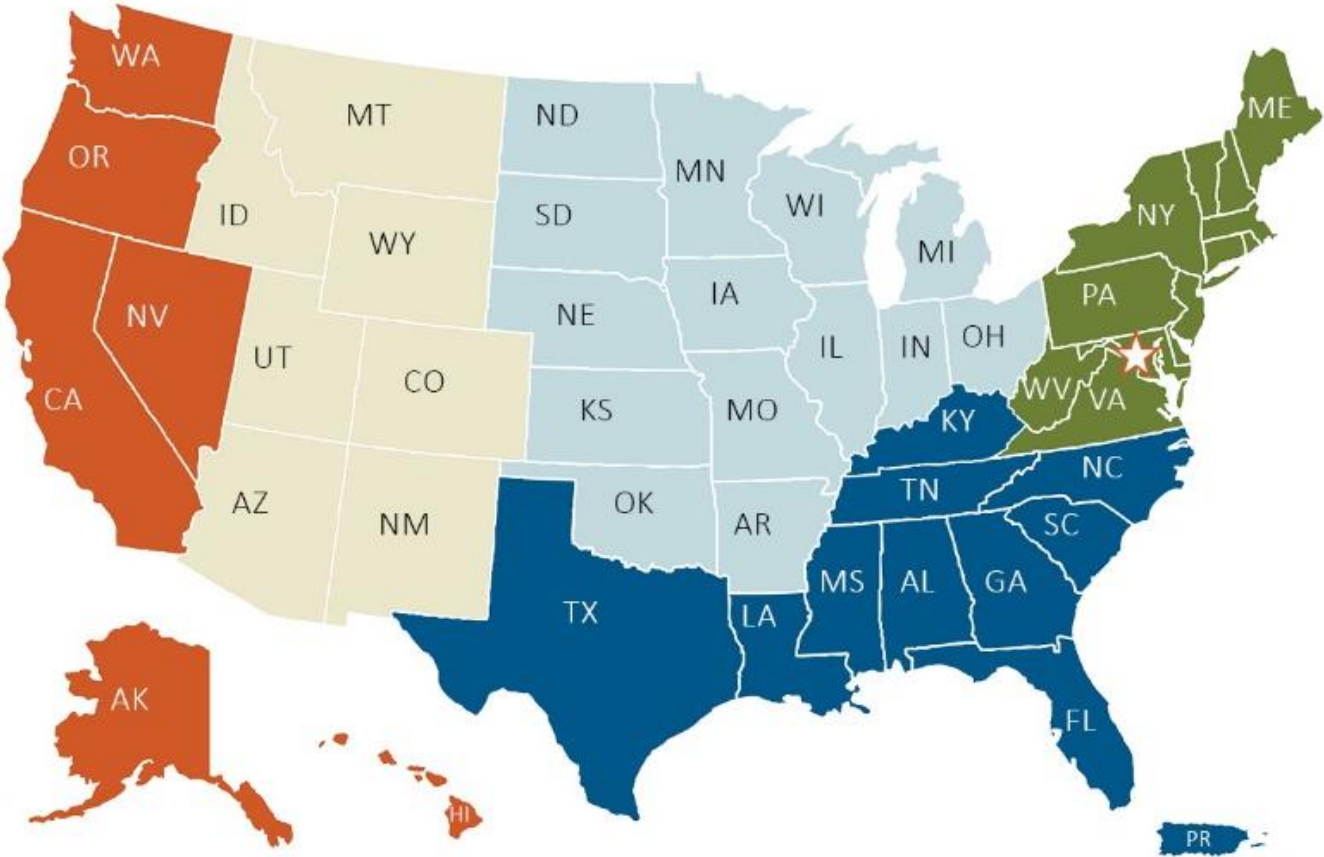
NFWF is contracting with [Native American Fish and Wildlife Society](#) and [Environmental Consulting & Technology, Inc.](#) to provide HAFI applicants and grantees with additional assistance.

Healthy American Forests Initiative Field Liaisons

FIELD LIAISON CONTACT	EMAIL	SECTOR EXPERTISE
NAFWS	mhawkins@nafws.org , aedwards@nafws.org , kschultz@nafws.org	All Sectors, Tribally-led projects
Environmental Consulting & Technology, Inc.	NationalProgramLiaisons@ectinc.com	All Sectors



NFWF's Conservation Team: Key Contacts



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Full Proposal Sections

- Contact Information
- Organization Information
- Project Information
 - Start date, End date, Description, Abstract, Requested amount from NFWF
- Project Location
- Map
- Uploads
 - **Required:** Proposal narrative, WRAP or WSPP, USFS Letter of Support
 - **Not required:** Other Documents, Letters of Support, Photos
- Metrics
- Budget
- Matching Contributions
- Permits and Approvals
- Review and Submit



Contact and Organization Information

Contact Information:

- Enter the contact information for the primary person responsible for completing the Easygrants application (this person is tagged as the Principal).
- Only one person can be assigned to the proposal task in Easygrants

Organization Information:

- Use the “Select Organization” button to search for your organization; you can search by Name, EIN number, or UEI number.
- If your organization is new to Easygrants, click the “Add New” button at bottom of list and fill out your organization’s information.



Mount Rainier National Park

Project Information

- Refrain from using pronouns such as I, we, our, etc.
- **Project Title:** Short and descriptive
- **Project Start Date:** Begin within five months of the award announcement date
- **Project End Date:** Timeline should align with initiative requirements
- **Description:** Should be two sentences long. The first sentence should state the main activity/method being used on the specific species/habitat and location. The second sentence should state the expected outcomes.
- **Abstract:** Should be a more detailed description; three to four sentences elaborating on the project description. Additional details should include location, purpose, major activities, target species, specific habitat, outcomes and deliverables, and partnerships.
- **Project Location Description:** Should be concise and specific. Please include the state and county/city where the project will occur when applicable. **Include the name of the National Forest or National Grassland.**
- **Requested Amount:** Should be the amount you are asking for from NFWF



Sequoia Sempervirens

Uploads - Full Proposal Narrative



- “Heart” of the proposal – the opportunity to provide the most detail about the need, goals, and vision of the project, and articulate the activities and impact
- 14 questions total, should not exceed 5 pages
- You can adjust the formatting (e.g., change to single spaced, adjust the margins)
- Do not use a font smaller than 10 pt.
- Please ensure the project is eligible for this funding
 - Project location must be on National Forest System lands
 - Include detailed information about the WRAP or WSPP your project aligns with

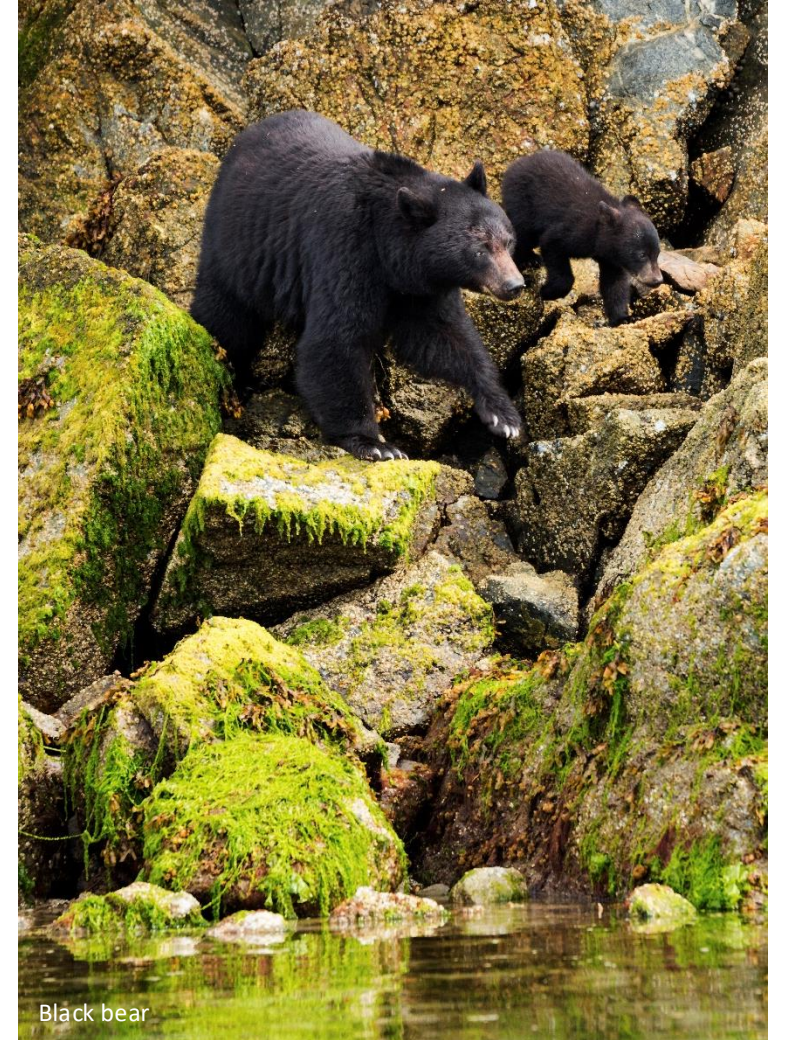
Full Proposal Narrative – Question 1 and 2

Is this project occurring on National Forest System (NSF) land?

- Provide the names of the locations your project will occur on
- *If your project does not occur on NFS land, it is not eligible for this funding*

Does this project align with a watershed restoration action plan (WRAP) or a water source protection program (WSPP)?

- Provide details of which option applies to your project
- Upload documents
- *If this project does not align with a WRAP or a WSPP, it is not eligible for this funding*



Black bear

Full Proposal Narrative – Question 3 and 4

Do you have a letter of support provided by each Forest Service Unit?

- For each project location, upload a letter of support from the corresponding Forest Service Unit
- *Letter must be signed by an authorized signatory from the Forest Service Unit*

Have you discussed Federal Environmental Compliance (NEPA, ESA, NHPA) with Forest Service Units?

- Provide a status update on where your project is at in this process



Full Proposal Narrative – Question 5 and 6

What are the primary project outcomes and why is this project needed?

- Describe the overall goal of the project or the ultimate vision
- Provide context about why this project needs to occur in this location, at this time, and with these partners
- Highlight the importance and impact of the project

What are the major project activities?

- Associated activities may include:
 - Removal of vegetation
 - Use of prescribed fire
 - Restoration of aquatic habitat, or
 - Decommissioning of an unauthorized, temporary, or system road



Full Proposal Narrative – Question 7 and 8



What are the major project actions?

- Use the table in the narrative template
- Include a workplan with estimated timeframes
- For each action provide an estimated percentage of the budget that will be dedicated to each action

Which of the following additional program priorities will be addressed?

- Associated activities may include:
 - Expand habitat connectivity
 - Provide a range of ecosystem services
 - Strengthen ecosystem and community health
 - Expand public access to nature
 - Contribute to local and/or regional economies
 - Contribute to workforce development

Full Proposal Narrative – Question 9 and 10



Cherokee National Forest

How will project success be defined or measured?

- List out metrics you will be recording to determine progress throughout the life of the project, and explain how those connect to the program priorities

Who are the partners working on this project and what are their contributions to the project?

- Tell us who your partners are and explain how they will support and contribute to the project outcomes and activities
- Include detail about existing relationship with partners when possible

Full Proposal Narrative – Question 11 and 12



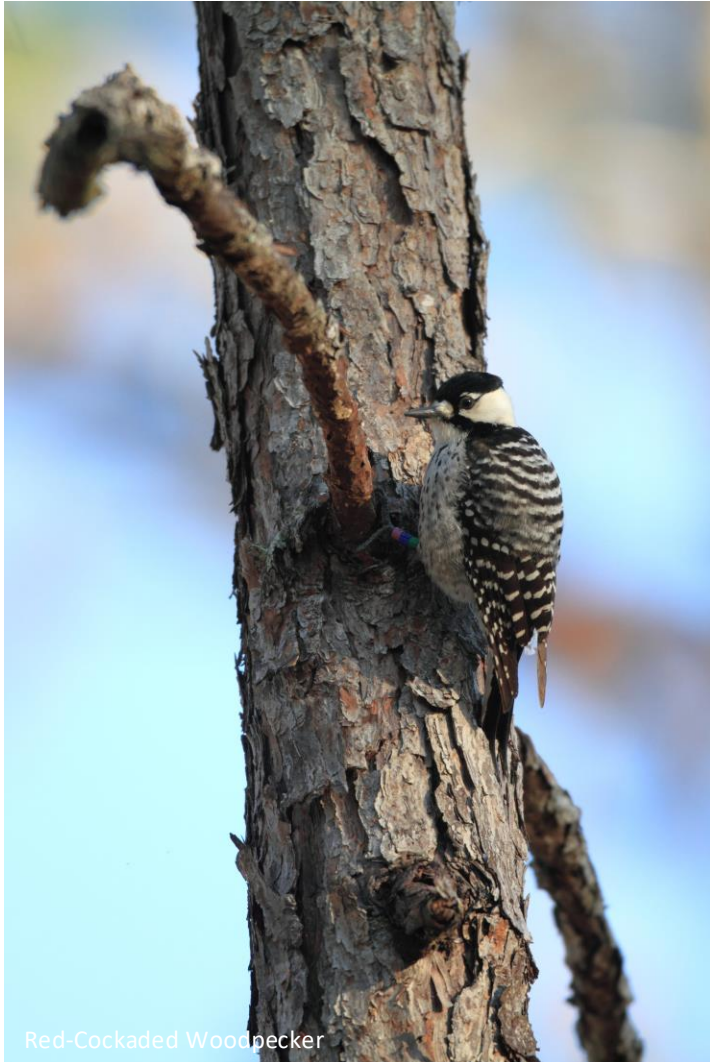
Who are the key individuals on the project team and how will they contribute to the project?

- List out the primary individuals that will be working on this project, and briefly explain their position, relevancy, and qualifications

How will communities be engaged in project development and implementation?

- List any outreach and engagement activities that will occur throughout the project and explain who will be impacted by or benefit from those activities and why you are doing them (i.e., who are these activities for and why?)
- Include any relevant engagement activities done prior to this project (previous work/engagement with the same stakeholder group, earlier outreach/engagement that impacted the design for this project, etc.)
- If your project does not include engagement activities – that's okay! Just state that directly and explain why

Full Proposal Narrative – Question 13 and 14



Red-Cockaded Woodpecker

How will this project improve forest health, leading to increased timber productivity?

- Discuss the focus areas of your project that will lead to healthier forests (e.g. tree density management, pest and disease control, fuel reduction etc.)

What are the plans for sustaining the project outcomes beyond the grant period?

- Project should have long-lasting ecological impacts. Discuss how the outcomes of the project will be maintained or how they will contribute to the goals of future projects.

Uploads - Requirements



- **Watershed restoration action plan (WRAP) or a water source protection plan (WSPP)** – this is a required upload; there is no page limit, and most file types are accepted
- **Letters of Support** – a signed letter of support from each the National Forest Unit(s) in which the project will be implemented is required, but additional letters can be included.
 - Combine into one document with a cover page, review our detailed [Letters of Support Best Practices](#) guide; avoid using Adobe Portfolio
- **Other Documents** – project maps, budget quotes, detailed workplans, fact sheets (do NOT upload full plans or designs with massive file sizes, please consider links when possible)
- **Photos** – e.g., before photos, project examples, engagement activities

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Frequently Asked Question – 1



Q: Can an organization submit more than one application for this RFP?

A: Yes, more than one application may be submitted, but please note that anything beyond two or three submissions may see diminished competitiveness. We generally encourage applicants to submit the one or two of their best projects per RFP. Please do not submit the same project multiple times. *If submitting multiple proposals, please indicate priorities if any.*

Frequently Asked Question – 2



Q: What sort of information should be included in project context?

A: While NFWF, our funding partners, and our proposal reviewers have extensive conservation and restoration expertise, they may not know the context of your particular project. Please do make every effort to tell us why this is the right time for this project, why these are the right actions to take, and why it should happen in this geographic location. Also describe any additional plans (municipal, federal, state, tribal, etc.) and goals this project helps deliver—but do not upload each of those full plans with your proposal (you may provide links).

Frequently Asked Question – 3

Q: How do we pick which metrics showcase the potential impact of our project? How do we calculate or estimate the target value?

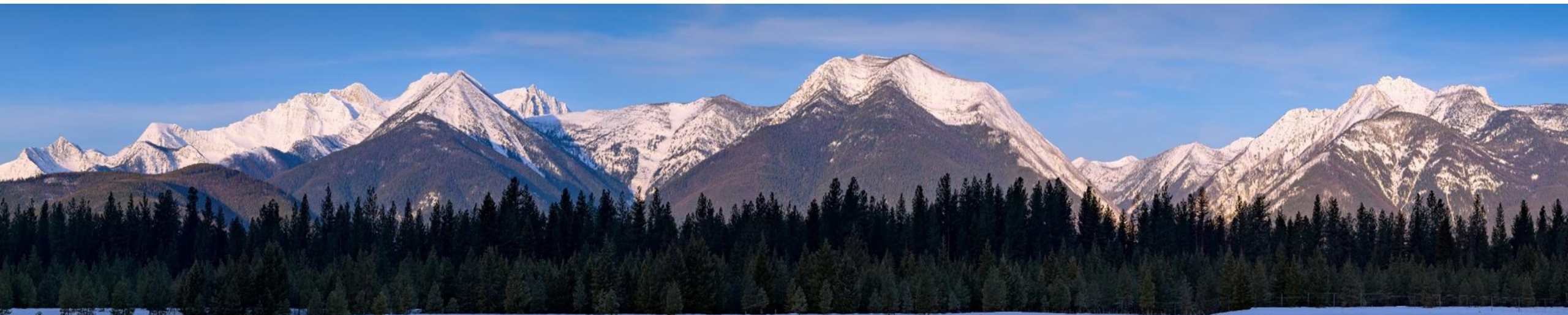
A: Metrics should be reasonable, achievable, and tell a story about your project. You can see the full list of metrics in the RFP. Please include at least one metric relevant to reporting your project's progress. When in Easygrants, hover your mouse cursor over the “?” next to a metric to read its description and specific guidance. For each metric you will need to provide values for “Starting Value” and “Target Value.” **In nearly all cases the starting value will be zero (0).** In your project narrative, you will have the opportunity to describe additional activities and outcomes associated with your project. Please only select metrics associated with the project elements for which you are requesting funding in this grant. Be sure to add metrics notes, click the small notepad icon to the right of a selected metric to add notes. Adding notes to metrics assists reviewers in understanding how values were determined.



Frequently Asked Question – 4

Q: Can we request funding for planning, collaboration, engagement and capacity building activities? What if my project is doing both implementation and planning?

A: Activities associated with planning, collaboration, engagement, and capacity building are ineligible as the sole focus of the project but can be included in addition to implementation activities. It will be helpful to show what initial steps are already underway and what partners and/or impacted communities have offered support or buy-in. Be sure to articulate the ultimate potential and vision for the effort. Giving reviewers the full picture—in addition to describing the activities for which funding is requested—will be helpful. If your project includes a combination of planning and implementation, clearly describe each part and how they work together in a seamless effort.



Frequently Asked Question – 5

Q: Can you clarify what you mean by capacity building? Will you fund staff positions to help deliver conservation and restoration?

A: We are open to a wide variety of capacity building activities as it relates to increasing the capacity of an organization or collaborative network to deliver on-the-ground restoration or conservation that aligns with the program priorities. In terms of funding full-time positions, while this is an eligible use of funds and budgets should be constructed to adequately reflect what's needed to deliver the project, be aware that full or partial funding of a staff position is not guaranteed after the end date of your project. Be sure to include context on the need for the position and how it will be sustained post-award.



Frequently Asked Question – 6

Q: What should I do if my project doesn't have a watershed restoration action plan (WRAP) or a water source protection program (WSPP)?

A: As stated in the Full Proposal Narrative template, if your project does not have a WRAP or WSPP, your project is not eligible for the grant funding.



Frequently Asked Question – 7

Q: If we didn't have to undergo an A-133/Single Audit, do we upload a statement to that effect?

A: Depending on your organization type, you may not be required to provide this upload. To see which documents are required of your organization go here: <https://www.nfwf.org/apply-grant/applicationinformation/required-financial-documents>. If an upload does not apply to your organization, you will need to upload a simple document stating it is not needed and why in one to two sentences in lieu of the financial document itself. The same applies for the Statement of Litigation requirement (state, local, and tribal governments are not required to complete this document).





Frequently Asked Question – 8

Q: We have privacy concerns when it comes to submitting a full proposal. How will the data provided in the proposal be used and distributed?

A: All financial documents submitted will not be shared with reviewers or externally to NFWF. The Foundation will not share identifying information about any particular entity or project and proposal content will be kept confidential.

All reviewers are subject to a confidentiality clause in order to participate and are not allowed to share any proposal details outside of their review.

Final Tips for Applicants

1. Print/download the tip sheet and use it as a reference
2. Re-read the RFP and reference the linked information provided
3. These are competitive grants; projects should address all criteria, respond to all requirements and have a “wow” factor
4. Include lots of context and details—do not assume reviewers know about or understand your project!
5. Submit your full proposal ON OR BEFORE January 13th
6. Reach out if you need help

RESOURCES:

- Tip Sheet
- Bookings Link (Proposal Lab)
- Webinar Recording
- NFWF Staff
- Field Liaisons



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General Tips - Easygrants System

easygrants.nfwf.org

1. Log in with existing email and password
 - Register now if you do not have an account – this will allow for time to familiarize yourself with the system
 - If you have trouble logging in, use the help feature
2. Turn off your pop-up blockers
3. Download and use the tip sheet available on the program webpage
4. You can work on the narrative offline – download the template and upload when you're finished
5. Please be as specific as possible with mapping AND providing location information on your project
6. Click save frequently
7. Input budget line-item narratives!
8. Make sure all your check marks are green; do not click SUBMIT until you are completely finished



Submitting a Proposal

Step One: Logging in



Enter your login ID and password and click **Log In** below. If you have forgotten your password, click **Forgot your password?** below.
If you are a first time visitor to this system, click **Register here** below.

[Frequently Asked Questions](#)

Log In

[New User?](#)

Login ID / Email

Password

☒ Remember Me

[Forgot Password?](#)

Log In

For the optimal Easygrants experience, please:

- [Use a Supported Browser](#)
- [Enable Pop-ups](#)
- [Allow Cookies](#)
- [Only Use One Tab](#)
- [Get Adobe Reader](#)
- [Log Out and Close Browser for Security](#)

For Technical assistance, please contact us via [e-mail](#) or phone 202-595-2497.

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Submitting a Proposal

Step Two: Locate the Proposal

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[My Tasks](#)[My Grants](#)[Profile](#)[Apply For Funding](#)

To access a task below, [click the task name link in the Task column](#). Please note that a task will not be considered submitted until you open the task, go to the Review and Submit page, and click the Submit button. After submitting the task will no longer display on this page but you may view a PDF copy (if applicable) by clicking the View All My Tasks button.

Peer Reviewers: To view the proposal you are reviewing please click the "Third Party Review" link. Please do not click View PDF, as it will open a copy of the review you are submitting and not the proposal.

[Frequently Asked Questions \(FAQs\) during COVID-19 Pandemic](#)

[Apply for Funding](#)[View All My Tasks](#)

My Tasks

Easygrants ID	Primary Contact/PI	Task	Program Name	Funding Cycle Name	Status	Outcome	Due Date	
63078	Fischer, Nate	Submit Payment Request	Grants	Chesapeake Bay Innovative Nutrient and Sediment Reduction 2018	Incomplete	Payment Request Not Submitted	3/2/2023	View PDF
80536	Gardiner, Blake	Eligibility Quiz	Grants	America the Beautiful Challenge 2023	Incomplete	Not Eligible	4/20/2023	
79550	Gardiner, Blake	Eligibility Quiz	Grants	America the Beautiful Challenge 2023	Incomplete	Not Eligible	4/20/2023	
79551	Gardiner, Blake	Eligibility Quiz	Grants	America the Beautiful Challenge 2023	Incomplete	Not Eligible	4/20/2023	
79552	Gardiner, Blake	Pre-Proposal	Grants	America the Beautiful Challenge 2023	Incomplete	Pre-proposal Not Submitted	4/20/2023	View PDF
79575	Gardiner, Blake	Pre-Proposal	Grants	America the Beautiful Challenge 2023	Incomplete	Pre-proposal Not Submitted	4/20/2023	View PDF
80559	Gardiner, Blake	Pre-Proposal	Grants	America the Beautiful Challenge 2023	Incomplete	Pre-proposal Not Submitted	4/20/2023	View PDF
80741	Gardiner, Blake	Pre-Proposal	Grants	America the Beautiful Challenge 2023	Incomplete	Pre-proposal Not Submitted	4/20/2023	View PDF
79549	Gardiner, Blake	Pre-Proposal	Grants	America the Beautiful Challenge 2023	Incomplete	Pre-proposal Not Submitted	4/20/2023	View PDF

Submitting a Proposal

Step Two Continued: Locate the Proposal

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[Click here to respond to an RFP or to a solicited request](#)

Listed below are the current funding opportunities accepting applications. To view more details on the Funding Opportunity, click Guidelines next to the opportunity.

- To apply to a Funding Opportunity, select the opportunity and click Continue.
- To return to the Home page, click **Cancel**.

If you have been provided an RFP code please click the link at the top, then enter your code. Please note that the code is case sensitive.

Available Funding Opportunities

			Due Date
Grants			
☐	Emergency Prescott Marine Mammal Rescue Assistance 2025	www.nfwf.org	12/31/2025 11:59 PM ET
☐	Hawai'i Conservation Program 2026	www.nfwf.org/programs/hawaii-conservation-program	10/22/2025 11:59 PM ET
☐	Healthy American Forests Initiative	www.nfwf.org/healthy-american-forests-initiative-request-proposals-0	1/13/2026 11:59 PM ET
☐	Impact Directed Environmental Accounts 2026	www.nfwf.org	9/30/2026 11:59 PM ET
☐	Pecos Watershed Conservation Initiative 2026	www.nfwf.org/swrivers/pecos	11/10/2025 11:59 PM ET
☐	RESTORE Colorado 2026	www.nfwf.org/programs/restore-colorado-program	11/10/2025 11:59 PM ET
☐	Southeast Michigan Resilience Fund 2026	www.nfwf.org/semichigan	10/16/2025 11:59 PM ET
☐	Southern Plains Grassland Program 2026	www.nfwf.org/programs/southern-plains-grassland-program	11/13/2025 11:59 PM ET
☐	Southwest Rivers Headwaters Fund 2026	www.nfwf.org/swrivers	11/10/2025 11:59 PM ET

Continue

Cancel

Submitting a Proposal

Step Three: Eligibility Quiz

[Home](#)[Eligibility Quiz](#)[FAQ](#)[Help](#)[Log Out](#)

▶ Project Information

Due: 1/13/2026 11:59 PM ET

Easygrants ID: 89777

Godbey, Sydney | Grants | America the Beautiful Challenge | Healthy American Forests Initiative

▶ Instructions

Answer each question below by selecting the **Yes** or **No** radio button, and click **Submit** to determine your eligibility to apply for this award. **All information is required.** If you partially complete and wish to return to complete this quiz later, be sure to save your data by clicking **Save**.

Have you read and do you understand the Program Guidelines for this Funding Opportunity, including any match requirements specific to the Funding Opportunity?

☐ No ☐ Yes

Can the reports and deliverables associated with any potential Foundation award for your project be published on the Foundation website?

☐ No ☐ Yes

Do you certify that you are authorized to submit this request for funding on behalf of your organization?

☐ No ☐ Yes

Upon submission of this page, you will see the outcome of your Eligibility Quiz. If you are eligible to apply for this award, you will have a corresponding To Do item on your **Home** page. If you do not wish to apply for this award at this time, click **Cancel**.

Important: Please proof your answers carefully. You will not be able to revise your answers after submitting.

Save

Cancel

Submit ▶

Submitting a Proposal

Step Four: Selecting the Proposal Task

[My Tasks](#)[My Grants](#)[Profile](#)[Apply For Funding](#)

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To access a task below, [click the task name link in the Task column](#). Please note that a task will not be considered submitted until you open the task, go to the Review and Submit page, and click the Submit button. After submitting the task will no longer display on this page but you may view a PDF copy (if applicable) by clicking the View All My Tasks button.

Peer Reviewers: To view the proposal you are reviewing please click the "Third Party Review" link. Please do not click View PDF, as it will open a copy of the review you are submitting and not the proposal.

[Apply for Funding](#)[View All My Tasks](#)

 My Tasks

Easygrants ID	Primary Contact/PI	Task	Program Name	Funding Cycle Name	Status	Outcome	Due Date	
89756	Godbey, Sydney	Full Proposal	Grants	Healthy American Forests Initiative	Incomplete	Not Submitted	1/13/2026	View PDF

Submitting a Proposal

Step Five: Contact Information

- This contact should be the individual most involved with this project as they will be the one who completes the rest of the proposal and receives communication about the submission. This **must be** someone who is from the primary applicant organization.
- If awarded, you will be able to assign tasks (financial reporting, programmatic reporting, etc.) to specific individuals within your organization

The screenshot shows a web interface for submitting a proposal. On the left is a vertical sidebar with navigation links: Home, Main, Contact Information (highlighted with a red circle), Organization Information, Project Information, Project Location, Map, Uploads, Metrics, Budget, Matching Contributions, Permits and Approvals, and Review and Submit. The main content area is titled 'Project Information' and shows a due date of 1/13/2026 11:59 PM ET and an Easygrants ID of 89756. Below this is an 'Instructions' section with text about contact details and an 'Add' button. The 'Contacts-Project Personnel' section contains a table with one entry for Sydney Godbey, Principal, with an 'Edit' button. Below that is the 'Contacts-Other' section with an 'Add' button and a 'Continue' button at the bottom.

Project Information

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Godbey, Sydney |
Grants | America the Beautiful Challenge | Healthy American Forests Initiative

Instructions

Shown below, in the *Contacts Project Personnel* section, are the details for the primary contact person for this proposal. The person to whom this task is assigned will be automatically entered as the primary contact. To change the primary contact, click **Edit** and follow the instructions on the Contact Editor page. You must have one primary contact entered in order to submit this proposal. You may add contact information for additional project participants by clicking **Add** below and assigning them the role of *Other Authorized Personnel*. If you receive an award you will have an opportunity to add/edit contacts. Do not enter contacts below in the *Other Contacts* section at this point in time. Click **Help** for examples and instructions. Click **Continue** to move to the next page. Fields marked with a red asterisk (*) are required for final submission for most programs.

Contacts-Project Personnel

Add

Primary Person	Role	Name	Organization Name	Access Level	Outcome	Options
Yes	Principal	Sydney Godbey		Task Owner		Edit

Contacts-Other

Add

Continue

Submitting a Proposal

Step Six: Organization Information

The organization section is only for the primary applicant. Please enter information for an eligible organization.

Select Organization

national fish and wildlife foundation **Search**

Search by: ☒ Name ☐ EIN ☐ UEI

Organization Search Results

	Organization	City	Country	EIN	UEI
Select	National Fish and Wildlife Foundation	Washington	North America - United States	521384139	S4SXXKUK5RAC8
Add New	Add New Organization				

Select Organization *

Save Save and Close Close

Submitting a Proposal

Step Seven: Project Information

- **Project Title** - should be short, descriptive, distinguish it from other proposals, and indicate the purpose.
- **Project Dates** - should begin within five months of the award announcement date, no longer than 2 years.
- **Description** - Two sentences. The first sentence should state the activity/method being used to address a specific species/habitat and location. The second should state the expected outcome and relevance to conservation.
- **Abstract** - Three to four sentences, derived from the project description. Provide a more detailed description; including location, purpose, major activities, target species, habitat(s), outcomes and partners.
- **Requested Amount** - This must match your budget

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Instructions

Enter the details requested below regarding the project. Click [Help](#) for examples and instructions. Click **Save** regularly to save your work. The system will timeout and you will lose unsaved work not save at least once every hour. Click **Save and Continue** to save and move to the next page. Fields marked with a red asterisk (*) are required for final submission for most programs. *Please do not exceed the character limits below to ensure that your entry is not lost or cut off when saving.*

Project Details

Project Title *

Project Start Date *

Project End Date *

Description *

Limit: 1000 characters Remaining: 1000

Abstract *

Limit: 1500 characters Remaining: 1500

Project Budget

Requested Amount *

Submitting a Proposal

Step Eight: Project Location

- **Project Location Country:** All projects must occur within National Forest Systems (NFS) land.
- **Project Location State/Province:** Select all states that apply. Projects throughout the U.S., U.S. territories, and Tribal Nations are eligible for funding.
- **Project Location U.S. Congressional District(s):** Congressional District lines are periodically redrawn in many states. Please carefully review the district(s) for your project's location. If you are not sure what the Congressional District(s) should be, you can enter the project zip codes or addresses at <http://www.govtrack.us/congress/members/map> to determine the correct district(s) for your project. If your project takes place statewide, please select the “All Districts” option for that state.
- **Project Location Description:** Please include the state and county/city where the project will occur. Include the name of the National Forest or National Grassland. (300 character limit, including spaces).

The screenshot displays a web application interface for submitting a proposal, specifically the 'Project Location' step. On the left is a vertical navigation menu with buttons for Home, Main, Contact Information, Organization Information, Project Information, Project Location (highlighted with a red circle), Map, Uploads, Metrics, Budget, Matching Contributions, Permits and Approvals, Review and Submit, FAQ, Help, Log Out, and Return to Staff Module. The main content area is divided into three sections: Country, State, and Congressional District. Each section has a 'select all / deselect all' link, a 'Choose From' list, and a 'Selected' box. The Country section shows a list of countries including Africa - Kenya, Africa - Nigeria, Africa - Republic of Mauritius, Africa - South Africa, Africa - Tanzania, Asia - Afghanistan, Asia - Bangladesh, Asia - Bhutan, Asia - Cambodia, Asia - China, Asia - India, Asia - Indonesia, Asia - Kuwait, Asia - Laos, and Asia - Malaysia. The State and Congressional District sections are currently empty. Each section also includes a search filter box with a placeholder text like 'Search Filter (Try "car")'.

Submitting a Proposal

Step Nine: Map

- Follow the instructions at the top of the page.
- Navigate to the map window and click “Save” at the bottom of the page to begin mapping your project.
- There are three methods of submitting the location(s) of your project:
 - I. Upload a Shapefile
 - II. Select by Geography
 - III. Draw a Custom Area
- Once your location(s) have been created, click “Submit Project Location”.
- To finalize your location, click the “Confirmation” check box at the bottom of the page.
- Then click “Save” (or “Save & Continue”) to save your map and move to the next task.

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Instructions

Leaving this Map page before completing all of the steps below will result in a loss of your unsaved map data. If you take longer than one hour to complete the steps below, Easygrants will time out and you will lose your unsaved map data. You may click Save before you are done to reset the Easygrants clock, but you must first Submit your locations so that they appear GREEN (submitted). Clicking Save when there are ORANGE (pending) locations will result in loss of those orange polygons. You may return to this Map page at any time to add to (or delete) the mapping work that you save.

Overview of Steps to Create and Submit Your Project Location Map

Click Help (on the left) to see detailed instructions for all of the steps below as well as a glossary of mapping terms used in this mapping tool. If using this tool for the first time, please read through the Help guide and familiarize yourself with the mapping tool features and terminology before entering your mapping data.

- Begin by clicking **Save** at the bottom of this Map page to start the one-hour time limit in Easygrants. If you skip this step, the system may timeout sooner than expected and you may lose unsaved map data.
Important: Once you start creating a map, to avoid losing map data, complete all the steps below, in succession, before clicking Save or Save and Continue (Step 5).
- Next, map your Project Location(s) using one of the three options provided in the mapping tool below. **A project location must be selected for each conservation activity at a site-specific/near site-specific scale. If the activity location is not known at this time, please provide an approximate location not to exceed a state scale.** Detailed instructions for each are contained in the *Help* document.
 - Upload an existing shapefile (see Shapefile requirements below) by clicking on the **Upload Shapefile** feature bar (this option is open by default when you start using the mapping tool); or
 - Create a custom area to depict your project location(s) by clicking on the **Draw a Custom Area** feature bar; or
 - Select one or more geographic features (e.g. county, lake, national park) for your project by clicking the **Select by Geography** feature bar. This should only be used at the proposal stage if the location of activity(ies) is not known.
- Finalize the creation of your map by clicking **Submit Project Location**.
All spatial locations MUST appear in GREEN to indicate that those project locations have been submitted.
- To confirm your map, click the *Confirmation Check Box* at the bottom of the page.
- Finally, click Save to save your map and stay on this page, or *Save & Continue* to save your map and move to the next page in this task.
All GREEN locations will be saved and any ORANGE locations will be discarded once you continue to the next section of the proposal task.

Map your project at the finest scale by any of the three options:

Upload Shapefile

- Select a Zip file (.zip) containing a shapefile (.shp, .dbf, .prj) from your local file system.
- The shapefile must be of POLYGON geometry type. Point geometry will be rejected.
- The shapefile must not exceed 1 MB.

Choose File No file chosen

Search for a location

Submitting a Proposal

Step Ten: Uploads

Required uploads:

- Pre-Proposal Narrative Template
- WRAP or WSPP
- Letter of Support from National Forest unit
- Single Audit
- GAAP Audit
- IRS Form 990 (not required for state, local, or tribal governments)
- Applicant Controls Questionnaire
- Statement of Litigation (not required for state, local, or tribal governments)
- Board of Trustees, Directors, or Equivalent

Optional Uploads

- Other Documents
- Additional Letters of Support
- Photos
- NICRA

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Instructions

Below is a list of documents that can be attached to your submission. Documents marked as required must be uploaded before you will be able to submit. If you do not have a required document, upload a Word document with an explanation in its place. To create your narrative document, begin by downloading the template provided below, and saving it to your computer. Use the template to create and save your narrative document on your computer. Follow these steps to download and create your narrative document:

1. In the Upload Checklist below, click the **Template** link for the document you want to create, and save the template file to your computer. This is a MS Word document.
2. Work within this template and save it to your computer.

To attach/upload your document(s) to this task:

3. In the Uploads section below, select the appropriate upload type from the Choose Upload Type drop-down list and click **Add Files**.
4. Select the file or files to upload from your computer and return to this page.
5. Click **Start** to the right of the file that you want to upload. The system will upload the document and display it in the Uploads list. If the Status does not display, wait 10 seconds and refresh the page. When complete, the Status will read "Successfully validated and converted file." **Note that the following Upload Types are not included in the Full Proposal Summary PDF and therefore are not converted: IRS Form 990, GAAP Audited Financial Statements, Single Audit, Indirect Rate Agreement.**
6. Once your document is uploaded, you may view it by clicking the file name or the name of the converted PDF (if applicable). To re-upload a document, click **Delete** to the right of the document and start with Step 3 above. When you are finished, click **Continue** to move the next page in this submission.

Click [Help](#) for examples and instructions specific to this Uploads section.
NOTE: You must enable pop-ups to use this system. If a link does not open please try holding the Shift or Control (CTRL) key on your keyboard while clicking on the link, which may tell a pop-up blocker to allow the link to open. Click [here](#) for more information.

Upload Checklist

Upload Type	Required	Template	File Types Allowed	Max Uploads	Max File Size	Max Pages	Max Words	Max Characters
HARI Full Proposal Narrative 2026	Yes	HARI Full Proposal Narrative Template 2026	.doc, .docx, .pdf, .rtf	No Limit	16 MB	5	No Limit	No Limit
Project Map	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx	No Limit	16 MB	No Limit	No Limit	No Limit
Letters of Support	Yes		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx	No Limit	16 MB	No Limit	No Limit	No Limit
WRAP/WSPP	Yes		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .ppt, .pptx, .rtf, .xls, .xlsx	No Limit	16 MB	No Limit	No Limit	No Limit
Photos - Jpeg	No		.jpeg, .jpg	No Limit	16 MB	No Limit	No Limit	No Limit
Statement of Litigation	Yes	Statement of Litigation	.doc, .docx, .pdf, .rtf	No Limit	16 MB	6	No Limit	No Limit
Board of Trustees, Directors, or equivalent	Yes		.doc, .docx, .pdf, .rtf	No Limit	16 MB	No Limit	No Limit	No Limit
Applicant Controls Questionnaire	Yes	Applicant Controls Questionnaire (Rev 4.11.25)	.doc, .docx, .pdf, .rtf	No Limit	16 MB	No Limit	No Limit	No Limit
GAAP audited financial statements	Yes		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx, .xlsx	No Limit	16 MB	No Limit	No Limit	No Limit
IRS Form 990	Yes		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx	No Limit	16 MB	No Limit	No Limit	No Limit
Single Audit (Formerly A-133 Audit)	Yes		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .rtf, .xls	No Limit	16 MB	No Limit	No Limit	No Limit
Indirect Rate Agreement	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx	No Limit	16 MB	No Limit	No Limit	No Limit
Other Documents	No		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .ppt, .pptx, .rtf, .xls, .xlsx	No Limit	16 MB	No Limit	No Limit	No Limit

Uploads

Choose Upload Type

There are no grant documents attached.

Submitting a Proposal

Step Eleven: Metrics

- Only add metrics for activities that will be completed within the start and end date of the project
- Starting values should almost always be ZERO
- Include a brief note for each metric to provide reviewers with more detail
- If awarded, progress will need to be tracked, so avoid including too many metrics

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Instructions

Follow the steps below to provide NFWF with metrics for your project. You may return to this page as often as needed to complete your metrics.

- To view and select the available metrics, click **Select Metric**.
- To select your metrics, check the box in the **Add** column.
- For each of your selected metrics, enter both **Starting Value** and **Completion Number**.
- Click **Save** intermittently to save your data. The system will refresh the page.
- To remove a metric after you've selected it, click the **red X** icon.
- When you are finished providing values, click **Save and Continue**.

Note: The metrics provided here are those selected by the Foundation.

Applicant Submission Version

Filter By: **Show All Templates** **Show All Strategies**

No results to display

☐ Select All **Delete Selected**

Save **Save and Continue**

Select Metric

Add	Metric	Strategies	Required
☐	ATBC - Volunteer participation - # of volunteer hours	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Outreach/ Technical Assistance - # people targeted	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Floodplain restoration - Acres restored	Habitat Restoration	Recommended
☐	ATBC - BMP implementation for prescribed burns - Acres burned	Habitat Management	Recommended
☐	ATBC - Fish passage improvements - Miles of stream opened	Habitat Restoration	Recommended
☐	ATBC - Outreach/ Technical Assistance - # internships/fellowships	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Fish passage improvements - # passage barriers rectified	Habitat Restoration	Recommended
☐	ATBC - Outreach/ Technical Assistance - # people reached	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Economic benefits - # jobs sustained	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Economic benefits - # jobs created	Capacity, Outreach, Incentives	Recommended
☐	ATBC - Outreach/ Technical Assistance - # workshops/webinars/meetings	Capacity, Outreach, Incentives	Recommended

☐ Select All

Add Selected **Close**

Select Metric

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Step Twelve: Budget

- There are two main components to editing the budget - the expenses and the narratives
- To add an expense, click the green plus button then enter the basic information.
- To add a narrative, click the paper icon next to the green plus
- Please follow each step carefully and input all required information. We highly recommend viewing “Detailed Budget and Narrative Guide” on the NFWF website.

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Easygrants ID: 89756

Instructions

Use this page to provide the details for your proposal. The budget must comply with [OMB's Uniform Guidance](#). All costs must be broken down into distinct line items and must directly relate to the project activities described in the proposal (neither NFWF funds nor match) may include:

- Advocacy/lobbying
- Fundraising
- Litigation
- Terrorist activities
- Activities in violation of the Foreign Corrupt Practices Act

NFWF has created an Indirect Cost Calculator to assist applicants with calculating the allowable indirect costs for their proposal budgets. [Please click here to access the calculator.](#) Displayed below are the Foundation's preset budget categories. Each category has one or more sections into which you can enter line items. To Add a line item, click the Add icon ([green plus sign +](#)) to the right of the section name. A work expense being entered will display. Complete all the fields on the line item worksheet and click **Save** to save your work and stay on the worksheet page, **Save and Close** to save and close the worksheet and return to this budget page, or **Cancel** saving changes. To provide a narrative explanation for a budget section, click the Notes icon ([white notepad](#)) to the right of the section name, and enter the narrative into the text box that opens. Please enter a section narrative for each section. You may enter an overall budget narrative by clicking the Budget Notes icon to the right of the *Budget* column heading. When finished, save and close the narrative worksheet. To edit a budget line item, click the Edit icon ([yellow pencil](#)) to the right of the line item. To delete a budget line item, click the Delete icon ([red X](#)) to the right of the line item. [Click Help for examples and instructions specific to this Budget page.](#) [Click Continue](#) to move to the next page in this task. [Click here to view Foundation Guidelines for this Funding Opportunity.](#)

Note: You do not need to enter a line item for each budget category. If you do not anticipate project expenses for a budget category, skip that category. Do not enter a line item with a value of "0."

Budget

Collapse all

	Budget
▼ Personnel	\$0.00
Personnel	\$0.00
▼ Travel	\$0.00
Domestic Airfare - Per Flight	\$0.00
International Airfare - Per Flight	\$0.00
Train - Per Ticket	\$0.00
Rental Car - Per Day	\$0.00
Taxis - Per Trip	\$0.00
Mileage - Per Mile	\$0.00
Gasoline - Per Gallon	\$0.00
Per Diem (M&IE) - Per Day	\$0.00
Lodging - Per Night	\$0.00

Submitting a Proposal

Step Thirteen: Matching Contributions

- When on the match page, click the “Add” button to add sources of matching contributions and list each source separately in the space provided. Match consists of the portion of project costs not paid with NFWF funds and may be in the form of cash, in-kind or volunteer contributions.
- Projects are required to provide non-federal match valued at 20% of total project costs (25% of the grant request to NFWF).

The screenshot displays the 'Submitting a Proposal' web application interface. On the left is a sidebar with navigation links: Home, Main, Contact Information, Organization Information, Project Information, Project Location, Map, Uploads, Metrics, Budget, Matching Contributions (highlighted with a red circle), Permits and Approvals, Review and Submit, FAQ, Help, and Log Out. The main content area has three tabs: Project Information, Instructions, and Matching Contribution. The 'Matching Contribution' tab is active, showing a list with 'No results to display' and an 'Add New' button (circled in red). Below the list is a 'Continue' button. The 'Matching Contribution Editor' modal window is open, displaying instructions and a form with the following fields: Status (dropdown), Source (text input), Source Type (dropdown), Type (dropdown), Description (text area with a character limit of 250), and Amount (text input). The modal also includes 'Save and Close' and 'Close' buttons.

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Instructions

Click **Add** to enter the required matching contribution information below. Click **Help** for examples and instructions. Each source of matching contributions must be added separately, and you can add as many matching contributions as desired. After you add a contribution below, you will be able to **Edit** or **Delete** it, as needed. Click **Save and Continue** to save your work and move to the next page. Projects are required to provide non-federal match valued at 20% of total project costs (25% of the grant request to NFWF).

Matching Contribution

No results to display **Add New**

Continue

Matching Contribution Editor

Instructions

Enter the required matching contribution details below. Click **Save** regularly to save your work. **The system will timeout and you will lose unsaved work if you do not save at least once every hour.** Click **Save and Close** to save and return to the Matching Contributions list page. Fields marked with a red asterisk (*) are required for final submission for most programs. Click **Help** for examples and instructions.

Status * <Select>

Source *

Enter the name of the person or Organization providing the Matching Contribution

Source Type * <Select>

Type * <Select>

Description *

Limit: 250 characters Remaining: 250

Amount *

Save and Close **Close**

Submitting a Proposal

Step Fourteen: Permits and Approvals

- When on the permit and approvals page, click the “Add” button to add any regulatory compliance or permitting that you have completed or started to work through.
- Projects are required to receive NEPA approval before moving forward. Demonstrating this awareness through any progress on this section is not required, but viewed positively.

The screenshot shows a web application interface for submitting a proposal. On the left is a vertical navigation menu with the following items: Contact Information, Organization Information, Project Information, Project Location, Map, Uploads, Metrics, Budget, Matching Contributions, **Permits and Approvals** (highlighted with a red circle), Review and Submit, FAQ, Help, Log Out, and Return to Staff Module. The main content area has a blue header with a yellow 'Instructions' icon and the text: 'If Permits and/or Approvals are required for this project, click Add to enter permit/approval information. Click Help for examples and instructions. After you add a permit/approval below, you will be able to Edit or Delete it, as needed. Click Save and Continue to save your work and move to the next page.' Below this is another blue header with a yellow 'Permits and Approvals - Click Help for Examples and Instructions' icon. The main content area shows 'No results to display' with an 'Add New' button and a 'Continue' button. A modal window titled 'Permits and Approvals - Click Help for Examples and Instructions Editor' is open, containing an 'Instructions' section with the text: 'Please describe the Permits or Approvals that are required for this project by completing the fields below. Fields marked with a red asterisk (*) are required. Click Save regularly to save your work. The system will timeout and you will lose unsaved work if you do not save at least once every hour. Click Save and Close to save and return to the Permits list page. Click Help for examples and instructions.' The modal contains the following fields: 'Agency - Contact Person *' (text input), 'Status *' (dropdown menu with '<Select>' selected), 'Permit/Approval Description *' (text area with a character limit of 500 and a remaining count of 500), and 'Anticipated Submittal/Approval Date *' (date picker). At the bottom of the modal are 'Save and Close' and 'Close' buttons.

Submitting a Proposal

Step Fifteen: Review and Submit

- To submit, each section of your proposal should be indicated “Complete” with a green check mark in the “Status” column. If any section is indicated “Incomplete” with a red X, you will not be able to submit and must go back and check your work. Once all sections are complete and have the green check mark in the status column, a ‘submit’ button will be available. Once you’ve submitted, the task will disappear from your home page.
- To view and save your proposal you may click on the “View PDF” button. Please note that some of the financial documentation will be excluded from the composite file, but will be received by NFWF upon submission. After submission, you will receive a confirmation email from Easygrants@nfwf.org

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Instructions

ATTENTION: Submission requirements are not complete. Review the validation status of each item below to determine the outstanding requirements. Validated or with a red X. Once all requirements are validated, the Submit button will be displayed and you can submit

Click the **View PDF** button below to view, print, and/or save your final PDF. This PDF will contain all of the information that you have submitted. The PDF will not come from your Home page by clicking the View All Tasks button, finding your proposal, and clicking the View PDF button. The PDF copy will be available for a limited time

NOTE: You must enable pop-ups to use this system. If a link does not open please try holding the Shift or Control (CTRL) key on your keyboard while clicking on the l

View Full Submission

View PDF

Submission

Validation Status

Page Name	Status
Contact Information	✓ Complete
Organization Information	✗ Incomplete
Project Information	✗ Incomplete
Project Location	✗ Incomplete
Map	✗ Incomplete
Uploads	✗ Incomplete

Organization Information

- ✗ Primary Organization is required

Project Information

- ✗ Project Title is required.
- ✗ Project Start Date is required.
- ✗ Project End Date is required.
- ✗ Description is required
- ✗ Abstract is required.
- ✗ Requested Amount is required.

Project Location

- ✗ Project Location Description is required.
- ✗ Project Location Country(s) is required.

Map

- ✗ Please confirm your project has been accurately mapped.

Uploads

- ✗ Letters of Support is required and has not been uploaded.
- ✗ Statement of Litigation is required and has not been uploaded.



www.nfwf.org

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