



REQUEST FOR PROPOSALS

Bank Stabilization Grant Program (Fiscal Year 2027)

Utah Division of Forestry, Fire & State Lands

Overview:

The Utah Division of Forestry, Fire and State Lands (FFSL) has \$50,000 in project funding available to support bank stabilization projects on or adjacent to sovereign lands along the Jordan River. This funding has a 1:1 matching requirement of non-state contributions (cash or in-kind) and will be dispersed in the form of reimbursement grants. All project work must be completed with final reports and reimbursement requests submitted prior to June 30, 2027.

Application Instructions:

The application deadline is September 1, 2026. To apply for funding, please submit a project proposal in one pdf document (limited to 8 pages, excluding exhibits) to **emilyandrea@utah.gov**. All proposals should address, at a minimum, the following:

1. A cover sheet (*please use the template in Appendix 1*)
2. Purpose and need for the project
3. Location map and description of the identified project site, including the total area or linear feet of streambank to be improved, and any necessary permissions required to work on identified properties
4. Project plans and details, including a description of selected methods or techniques, why they are appropriate for identified site conditions, and how the project is consistent with the relevant FFSL Comprehensive Management Plan
 - a. Projects using bioengineered methods will be prioritized over hardened bank stabilization methods unless there is proper justification for hardened methods
5. Estimated project timeline with identified milestones for implementation
6. Description of any ongoing maintenance and how it will be carried out and funded
7. Your experience and qualifications in implementing projects of similar scope and magnitude
8. Participating partners, roles and responsibilities (e.g., technical assistance, funding partner)
9. Provide an itemized summary of estimated project costs that includes, at a minimum:
 - Itemized cost estimates for labor, materials, equipment, administration, or other costs
 - Total project costs
 - Amount (and sources) of matching funds or in-kind contributions
 - Amount of funding requested from FFSL
 - A disclosure of all other state funding that the applicant receives (*fill out table in Appendix 2*)

Application Review and Awards:

Project applications will be reviewed and awarded by a committee of representatives from FFSL and partner agencies according to *Appendix 3: Grant Review and Selection Process*. Successful applicants will be notified by FFSL staff by email or phone within 30 days of the application deadline.

For more information, contact Emily Andrea at emilyandrea@utah.gov or 385-222-0012



Appendix 1: Proposal Cover Sheet Template

Applicants must include the information below in the coversheet of their proposal.

Project title:

Applicant organization/agency:

Proposal submission date:

Primary organization/agency point of contact for the application

- Name:
- Title:
- Address:
- Email:
- Phone:

Secondary organization/agency point of contact for the application

- Name:
- Title:
- Address:
- Email:
- Phone:

Amount of funding requested from FFSL in this proposal:



Appendix 2: Disclosure of State Funding

House Bill 335 (2024 Utah Legislative Session) mandates the disclosure of all state funding for competitive grants. The bill states:

“63G-6b-401. Competitive Grant Requirements.

... (b) As part of the competitive application process, the administering agency shall require that each applicant disclose all other state funding the applicant receives.”

Please disclose state funding in the table below and submit it with your proposal.

Funding source (state agency) e.g., Division of Wildlife Resources	Funding purpose e.g., Water quality monitoring	Contract dates e.g., July 1, 2025 – June 30, 2026	Amount e.g., \$25,000.00



Appendix 3: Grant Review & Selection Process

Jordan River Bank Stabilization Grant

1. Evaluation Committee:

A committee of representatives from the Division of Forestry, Fire and State Lands (FFSL) and the Jordan River Commission will be established to review and evaluate proposals for river bank stabilization projects on the Jordan River. This committee will consist of no less than three and no more than five members.

2. Request for Proposals:

FFSL will draft a Request for Proposals (RFP) document that will be distributed through partner agencies and commissions related to the rivers as well as other potential partners and stakeholders.

3. Submission of Proposals:

Individuals, organizations, or agencies may respond to the RFP by submitting proposals electronically via email to emilyandrea@utah.gov. All project proposals must be completed and submitted to FFSL on or before September 1, 2026 to be considered for evaluation.

4. Evaluation of Proposals:

All projects must be located on or adjacent to sovereign lands along the Jordan River and identify a source of matching funds or in-kind contributions (1:1) to be considered for evaluation. The Evaluation Committee will review all project proposals meeting those minimum requirements and score them according to the following weighted criteria:

- Quality (reliability) of matching funds or in-kind contributions (10%)
- Feasibility of project completion by June 30, 2027 (30%)
- Demonstrated need and justification of the proposed project (20%)
- Use of appropriate methods or techniques for identified site conditions (30%)
- Demonstrated commitment of project partners (10%)

5. Funding Awards and Acceptance:

Streambank stabilization funding will be awarded to applicants based upon the recommendations of the Evaluation Committee as well as applicants' acceptance of standard permitting requirements and applicable terms and conditions as identified by the Division of State Purchasing. FFSL staff will send an award letter with details regarding permit requirements and standard terms and conditions to successful applicants within 30 days of the application deadline.

6. Disbursement of Funds:

Funding will be dispersed as reimbursement for expenses actually incurred and based upon submission of detailed invoices or accounting sheets that provide a reasonable breakdown of total project costs (labor, materials, etc) as well as applicable rates (hourly, etc). Requests for reimbursement may occur at more than one point during the project and will be arranged as needed. All project work must be completed by June 30, 2027.