

WNY PRISM Crew Assistance Program 2025 Request for Proposals

The Western New York Partnership for Regional Invasive Species Management (WNY PRISM) is seeking proposals for the 2025 Crew Assistance Program. The Crew Assistance Program (CAP) provides partners with assistance implementing invasive species surveys, invasive species removal projects and restoration efforts, through use of our trained, seasonal staff. The WNY PRISM Crew is available for projects from late-May through September. For more information about the Crew Assistance Program, please see our [Frequently Asked Questions](#) and visit <https://www.wnyprism.org/programs/crew-assistance-program/>.

WNY PRISM expects to select between 5 – 8 projects in 2025. Applicants should ensure their proposals include all required information and address criteria for selection. Incomplete proposals may not be considered, and projects will be selected based on how well they address the established review criteria. Partners may submit multiple, separate project proposals for consideration. Questions about this program may be directed to Brittany Hernon at hernonba@buffalostate.edu. If you have questions on whether a project would be considered for this program or is within the program capacity, please reach out as early as possible.

Eligibility:

The Crew Assistance Program is open to all WNY PRISM partners, as defined in our [Operational Guidelines](#). Project sites must fall within the 8 counties of WNY PRISM (Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans and Wyoming Counties).

Partner Expectations:

- Partners are expected to communicate and work directly with WNY PRISM on the project and how you propose to do this should be included within your proposal.
- Partners are expected to meet the Crew when they arrive on-site for the first day of work and are expected to provide a brief introduction and direct them to the project site.
- Partners are expected to provide public acknowledgement of WNY PRISM's efforts through project outreach. This may include social media posts, blog posts, newsletter articles, or presentations, and how you will acknowledge WNY PRISM should be included in your proposal.

Pesticide Application:

WNY PRISM may apply herbicides on terrestrial sites only, in accordance with New York State Pesticide Application Laws. Terrestrial applications may take place within wetland or riparian areas however no applications may occur over water, standing or otherwise. Permits may be required to implement herbicide treatments. It is the responsibility of the partner to obtain any necessary permits, but WNY PRISM may be able to assist with permit applications.

To Apply:

All applications must be submitted online, through the 2025 Crew Assistance Program Application Form, found here: <https://form.jotform.com/wnyprism8/2025-crew-assistance-program>.

Plan to complete your work in one sitting to avoid your data from being lost. Applications are final once you select “submit” at the end of the form and no edits can be made at this point. **All proposals must be received by 5:00 PM on Friday, January 31, 2025.**

WNY PRISM Crew Assistance Program

Review Criteria

WNY PRISM is seeking projects through which we work with partners to address invasive species priorities, to improve, restore and protect local aquatic and terrestrial resources. Projects may include invasive species survey efforts that will drive future management efforts, invasive species management projects that support previous contractor work on site or projects that fit into long-term site management and/or restoration efforts. Examples of past projects can be viewed on our [Crew Assistance Program webpage](#). Each project proposal will be reviewed for consistency with our Strategic Plan. Eligible proposals found to be consistent with the [WNY PRISM Strategic Plan](#) will be reviewed by WNY PRISM staff and Steering Committee based on the following criteria:

Program Priorities

- Invasive Species Targets
 - Species priorities are based on the [WNY PRISM Tier Rankings](#), where Tier 1 and Tier 2 species are the highest priority, and Tier 4 the lowest. They are further identified within WNY PRISM’s [priority species lists](#).
 - Species that are new to the property in question and do not have well-established source populations and/or seedbanks present.
- Conservation Targets
 - Project areas of high conservation value including unique habitats and communities, rare, threatened and endangered species.
 - Project sites with low invasive species cover, areas with low probability of re-invasion, and areas with lower human impact pressures and disturbance.
 - Projects that are within areas under a form of permanent protection.
- Project Sustainability
 - Projects that include use of best management practices and effective strategies to control target invasive species.
 - Projects that present a clear plan for how survey data will be used for future management efforts or for how management efforts will be sustained long-term.
 - Projects that demonstrate a clear plan for continued monitoring and management, after WNY PRISM has completed involvement in the project.
 - Projects that only require a single year of WNY PRISM assistance. If it is a multi-year project, include information on how the project will be completed if WNY PRISM assistance is not available in subsequent years.
- Partnership
 - Projects that further strengthen our partnership network where we work alongside our partners to reach common goals.
 - Projects that help build regional capacity for improved and expanded management efforts.
 - Additive projects that may not be implemented through use of current partner resources.

WNY PRISM Crew Assistance Program Proposals - Required Components

Proposal Form *(required)*

- Project Title
- Organization/Agency
- Contact Name
- Contact Phone
- Contact Email
- Project Address
- Are you the owner or agent of the property on which the proposed project takes place?
- Do you have all necessary permissions to implement the proposed project?
- Does this project require permits?
- Project County
- Project Type
- Project Acres or Miles
- Number of Days Requested
- Preferred Dates

Project Narrative *(required)*

A one-page (two-page maximum) project description that describes the project, including goals, and addresses review criteria, and must include at a minimum:

- Project goal or expected outcome(s).
- How the project fits into your broader plans or efforts.
- Invasive species targets.
 - For removal projects include information on the infestation (size, density, age class, how long its been established, etc.).
- Additional invasive species present on site or nearby.
- Summary of relevant, survey, removal or restoration work recently completed, or ongoing, at the site.
- How you will be supporting the project (i.e. site preparation, providing staff, providing supplies and/or equipment).
- How you plan to continue and/or maintain management progress.
- How you will publicly acknowledge WNY PRISM's efforts.

Project Map *(required)*

Must include:

- Property boundaries
- Project site within property
- Parking/Site Access Point
- Trails
- Scale

Permits