

**PUBLIC NOTICE
REQUEST FOR PROPOSALS**

**ISSUED BY THE STATE OF NEW MEXICO
ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT,
FORESTRY DIVISION
FOR
URBAN AND COMMUNITY FORESTRY PROJECTS**

The State of New Mexico, Energy, Minerals and Natural Resources Department (EMNRD), Forestry Division (Forestry Division) in cooperation with the U.S. Department of Agriculture, Forest Service is seeking applications to develop sustainable urban and community forestry programs.

Eligible applicants are 501 (c)(3) organizations and non-federal governmental entities, including public colleges and universities and tribes (as long as other federal money is not involved). Projects located on land owned or administered by the federal government are not eligible for this funding.

The purpose is to assist communities in developing and maintaining sustainable stewardship of urban and community forestry resources in New Mexico. The Forestry Division shall give high priority to projects that support expanding tree canopy cover, support long-term tree survival and stewardship, address workforce issues and impact low-income communities experiencing low tree canopy.

Projects must emphasize the development and management of community forests. Examples of eligible project activities include:

- community forestry program development or improvement such as the creation of management plans, staffing urban forest professional, ordinances, tree boards, site preparation (clearing invasives, removing impervious), tree plantings, wood waste program creation, food forest creation, invasive detection, tree maintenance (mulch, irrigation, pruning, removal), inventory, green infrastructure, assessment, or monitoring;
- professional development to create or expand the technical skillset of diverse and inclusive urban forestry workforce such as development of classes, implementation of workshops, registration to attend conferences; and
- public outreach and education promoting community involvement in urban forestry such as community events, surveys, engagement, creation of publications, multimedia and/or trainings.

Applicants may submit applications with funding requests up to a maximum of \$200,000. EMNRD may award multiple contracts as a result of this Request for Proposals (RFP). The Forestry Division reserves the right to partially fund projects. Project contacts will be notified by the Forestry Division Program Manager before any partial funding is approved. Funds cannot be used for land acquisition, construction, or to purchase capital equipment costing more than \$10,000, but may be used to rent equipment.

Potential offerors may obtain a complete copy of the Request for Proposals (RFP) from the Division website, <https://www.emnrd.nm.gov/sfd/requests-for-proposals-and-grants/>. Questions regarding this RFP shall be addressed to:

Alyssa O'Brien
Urban and Community Forestry Program Manager
EMNRD, Forestry Division
1220 S. St. Francis Drive
Santa Fe, N.M., 87505
Telephone: (505) 690-8531
Alyssa.O'Brien@emnrd.nm.gov

Applicants must submit their proposals on the Forestry Division's Submittable webpage using this link: <https://emnrd-sfd.submittable.com/submit>. All proposals are due no later than 5:00 p.m. MDT, October 19, 2025. EMNRD will deem such proposals sealed in accordance with state statute. EMNRD shall not accept proposals received after this date and shall make absolutely no exceptions for proposals not received by the appointed time.

This public notice is given pursuant to NMSA 1978m Section 13-1-113. The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and misdemeanor criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.