 

Wildlife Conservation Board

Climate Adaptation and Resilience Program

**2020 Full Application Form**

# General Information

* The 2020 Full Application Form (Application Form) for the Climate Adaptation and Resilience Program (Program) is comprised of the Project Information Tables, Narrative Questions, and supporting information required in the Application Checklist, below.

Responses to the narrative questions should include the questions themselves, as they appear in the Full Application Form.

For additional information regarding the Program or application process, please refer to the Proposal Solicitation Notice (PSN) available at: <https://www.wcb.ca.gov>.

* Respond to every question in the Application Form. Use “N/A” where applicable.
* Electronic files should be submitted in the following formats:
  + Text: Microsoft (MS) Word (e.g., Application Form)
  + Spreadsheets: MS Excel (e.g., Budget Worksheets)
  + Images: jpg, jpeg, or PDF (e.g., maps and design drawings)
  + Geospatial: ArcGIS-compatible (e.g., shapefiles, KMZ, KML)

WCB cannot receive zip files as e-mail attachments. All e-mails with zip file attachments are filtered automatically and will not be registered as part of an application submission.

There is no limit on the number of figures that can accompany the Full Application Form per se. However, there is a practical limit to the number figures that staff can consider for each application and the maximum combined size for e-mail attachments is approximately 20 GB.

All information submitted with the application is subject to the unqualified and unconditional right of WCB to use, reproduce, publish, or display free of charge. Indicate if image credit is requested for any of the photos and/or maps.

* Applicants must e-mail the completed Application Form and all attachments to [climatewcb@wildlife.ca.gov](mailto:climatewcb@wildlife.ca.gov) with “*2020 Climate Adaptation and Resilience Program Proposal”* and the project title in the subject line by: **June 16, 2020 at 5:00 PM Pacific Standard Time**.

# Application Checklist

All applications should include the following supporting information:

* Completed Application Form, including applicant and landowner authorized signatures (submit responses to Project Information and Narrative Questions in MS Word format)
* Budget Worksheets (submit in MS Excel format)

1. Applicant Budget (planning and technical assistance projects only)
2. Budget Justification (planning and technical assistance projects only)
3. Cost Share (all planning, technical assistance, and acquisition projects)
4. Acquisition Costs (acquisition projects only)

* Project area boundary (submit geospatial file)
* Resolution from applicant’s governing board ([template](https://wcb.ca.gov/Grants/Grant-Information) on WCB website). A draft resolution will suffice to accompany the Full Application Form. If the proposal is selected, WCB will not consider the project for funding approval until an executed resolution is provided.
* Completed Payee Data Record ([[Standard Form 204](http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf)](http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf))
* Support letters (if available)

For planning and technical assistance projects, also provide:

* Monitoring and Reporting Plan (or the equivalent)

For acquisition projects, also provide:

* Location map (for acquisitions, show parcel boundaries and assessor parcel numbers)
* Representative photographs showing project area or property (minimum of six)
* Land Tenure, Site Control, and/or Landowner Access agreements or templates
* Maintenance and Management Plan (or the equivalent)
* Willing Seller Letter

# Project Information

# Insert responses to every question. Use N/A where appropriate.

Title:

Abstract:

Total cost (*round up to nearest $1,000*):

Amount requested from WCB (*round up to nearest $1,000*):

Start date:

End date:

Habitat type and acres:

Project type (*select one*):

Planning

Technical Assistance

Acquisition

## Location

County or Counties:

Specific location (*Assessor Parcel Number or address if available*):

Nearest City (*distance and direction*):

Latitude (*decimal degrees*):

Longitude (*decimal degrees*):

Point represented by the Latitude and Longitude coordinates (*e.g., center of project site*):

State Assemblyman (*district number and representative’s name*):

State Senator (*district number and representative’s name*):

## Applicant

Organization name:

Organization type (*check one*):

Local Government

Park/Open Space District

Resource Conservation District

Nonprofit Organization

Private landowner

Primary applicant contact name and title:

Phone:

E-mail address:

Mailing address:

Signatory name, title, and e-mail address if different than primary applicant contact:

Tax Identification Number:

## Landowner

Landowner name:

Landowner type (*check all that apply)*:

State Government

Local Government

Federal Government

Nonprofit Organization

Private Landowner

Other: \_\_\_\_\_\_\_\_\_\_

Primary landowner contact name and title:

Phone:

E-mail address:

Mailing address:

Signatory name, title, and e-mail address if different than primary landowner contact:

## Board Meeting Dates

Projects must meet readiness standards in order to be considered for funding approval at a board meeting (e.g., CEQA documents must be completed no less than 15 days prior to the board meeting where funding approval may be considered). Assuming no complications, the grant agreement may be fully executed approximately 45 days following the board meeting where funding approval is granted.

Conservation easement acquisition projects will be presented to the Board for funding approval between 12 – 18 months following selection.

Planning and technical assistance projects, once selected, can be presented to the Board as early as November 2020. However, not all projects can be taken in November. Use the following drop-down lists to select which board meeting dates are feasible, not feasible, and preferred from the applicant’s perspective.

* November 2020: Choose an item.
* February 2021: Choose an item.
* May 2021: Choose an item.
* August 2021: Choose an item.

## Applicant Signature

“By signing this form, I certify that I am authorized to apply for this grant and the information contained in this Application and its attachments is true and accurate to the best of my knowledge.”

Printed name:

Title:

Signature:

Date: Click or tap to enter a date.

## Landowner Signature\* (for Acquisition projects)

“By signing this form, I certify that I am the legal property owner, or owner’s representative, where the project will take place, I am familiar with the proposed project, and I understand that the grant agreement will include terms for the grantee to access the property and implement the project and for WCB to monitor the project.”

Printed name:

Title:

Signature:

Date: Click or tap to enter a date.

\*Add additional rows as necessary for multiple landowners.

Narrative Questions

# Respond concisely to each of the following questions. Combined responses to narrative questions, not including figures or tables, are expected to range between 5 to 10 single-spaced, letter-size (8.5” x 11”) pages and should not exceed 15 pages.

## Purpose, Background, and Applicability to Solicitation Priorities

1. Provide a detailed description of the project purpose and background, including the project need. Describe the process that led to the development of this proposal, how the problem was identified and how the solution was determined. Identify any previous phases that may have been planned or implemented.
2. How will the proposed project address climate change in the following areas:
3. Clearly defining projected climate impacts to wildlife in the project area. For example, which ecosystem features/functions will be affected and how? Which species in the project area have been identified as vulnerable to climate change? Does the project area contain potential climate refugia?

For natural systems or working forests or ranches, we suggest the use of the following, as appropriate, to aid in identifying climate vulnerabilities and potential resilience of the project site:

* *The California Department of Fish and Wildlife’s Areas of Conservation Emphasis, version 3.0 (*[*https://www.wildlife.ca.gov/Data/Analysis/Ace*](https://www.wildlife.ca.gov/Data/Analysis/Ace)*)*
* *The State Wildlife Action Plan (*[*https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=109224&inline*](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=109224&inline)*)*
* *State of California Sea-Level Rise Guidance (*[*http://www.opc.ca.gov/webmaster/ftp/pdf/agenda\_items/20180314/Item3\_Exhibit-A\_OPC\_SLR\_Guidance-rd3.pdf*](http://www.opc.ca.gov/webmaster/ftp/pdf/agenda_items/20180314/Item3_Exhibit-A_OPC_SLR_Guidance-rd3.pdf)*).*
* *BIOS:* [*https://www.wildlife.ca.gov/data/BIOS*](https://www.wildlife.ca.gov/data/BIOS)*,*
* *Thorne et al. 2016:* [*https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=116208&inline*](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=116208&inline)*,*
* *Climate Commons (*[*http://climate.calcommons.org/*](http://climate.calcommons.org/)*).*

1. Addressing projected impacts by supporting adaptation and/or resilience to climate change for wildlife. For purposes of this Proposal Solicitation, *adaptation* is defined as the adjustment in natural systems in response to actual or expected climatic stimuli or their effects. *Resilience* is defined as the capacity to adapt and grow from a disruptive experience as a result of expected climate change. Possible examples of adaptation or resilience could include, but is not limited to connectivity, exceptional biodiversity, diversity of geophysical features, resilient vegetative communities, adaptability to sea level rise, quality habitats for climate vulnerable species, etc.
2. Facilitating greenhouse gas emission reduction and/or sequestering carbon.

For conservation easements, include an estimate of expected carbon sequestration using an appropriate quantification methodology provided through the California Air Resources Board at: <https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials>.

For planning and technical assistance projects, proposals must include a conceptual model that shows how the proposed restoration activities would result in net GHG emission reductions (e.g.: avoided land conversion, carbon farm planning, fire reduction, etc.). The conceptual model must include a discussion of the period of time over which the project is expected to facilitate GHG reductions.

## Significance of the Benefits

1. Will this project provide additional ecosystem benefits beyond climate adaptation or resilience, such as protection or enhancement of rare species habitats, improvements to riparian or wetland habitats, protection of priority vegetative communities (macrogroups) identified in the State Wildlife Action Plan, or enhancements to streams? Describe those additional benefits and how they alleviate existing ecological problems.
2. Are the ecological benefits anticipated from the completed project part of or tied to other habitat protection or improvement efforts in the watershed or nearby?

Yes  No

1. If so, briefly list and describe the projects recently implemented, underway, or planned that will help to achieve the habitat goals associated with improving climate adaptation or resilience. Please describe the relationship between this proposal and the habitat restoration activities addressing other limiting factors.
2. If the proposal is similar to or related to other past or current projects in the region, what shortcomings of those projects will this proposal address?
3. Describe any significant populations of non-native invasive species on-site.
4. Will the project provide additional ecosystem services (e.g., pollination, flood protection, water supply or quality, air quality, harvestable resources, education opportunities, additions to the knowledge base, improved public access, or soil health)?

## Consistency with and Implementation of State and Other Plans

1. Describe how the project advances, is consistent with, or in conflict with any applicable local, regional, or statewide plans, such as the WCB Strategic Plan, the California Climate Adaptation Strategy, the State Wildlife Action Plan, the California Water Action Plan, Recovery Plans, general plans, county plans, specific area plans, regional conservation plans, climate action plans, watershed management plans, etc. Identify the pertinent plan(s) and the date adopted by the applicable local/regional entity.
2. Which WCB Strategic Initiatives and Objectives does the project address? Please refer to Section 4 of the 2019 WCB Strategic Plan Update.
3. For acquisitions of conservation easements, is the project located in a Habitat Conservation Plan or Natural Community Conservation Plan geographical area? Name the Plan.
4. Is the proposed conservation easement project included in a Department of Fish and Wildlife Conceptual Area Protection Plan?

## Durability of Investment

1. Describe the extent to which a project will deliver enduring sustainable benefits for climate adaptation or resilience. What are the provisions to maintain the benefits and for what period of time? Technical assistance grants should lead to reasonable benefits that are likely to be sustained beyond the life of the grant, given current economic, climate, and land use planning projections. Conservation easements must be permanent and provide climate adaptation benefits for 50 years at a minimum.

## Approach and Feasibility

1. What would happen to the project if no funds were available from the WCB? What project opportunities or benefits could be lost if the project is not implemented in the near future? Explain:

* If WCB awards only partial funding, are other funding sources available?
* We coordinate with other funders. Have you applied to other funding entities for all or part of this project? Identify these entity(ies).

1. Is (are) the landowner(s) willing to allow the completion of the project and agreeable to the proposed Maintenance/Management Plan for the project on a long-term basis (typically, 25 years or more)? See “Maintenance and Management” section of the CARP Proposal Solicitation Notice.

* If access or long-term maintenance is required from a party other than the prospective grantee, provide a draft landowner access agreement and documentation that the landowner is aware of and supportive of the project.
* Does the landowner have access to necessary resources (e.g., water rights, infrastructure improvements) that are necessary to complete the project?

1. Willing Seller: Projects that involve acquisition of conservation easements must involve a willing seller. If your project includes acquisition, please describe the status and expected conclusion of landowner negotiations.

* Who will be responsible for implementing ongoing management and monitoring?
* Beyond the proposed estimated completion date, who will be responsible or what options will the applicant pursue for funding the projects’ long-term monitoring, maintenance and management?

## Monitoring and Reporting

1. For projects involving acquisition of conservation easements, describe your management and monitoring plans.

* Who will be responsible for implementing ongoing management and monitoring?
* Beyond the proposed estimated completion date, who will be responsible or what options will the applicant pursue for funding the projects’ long-term monitoring, maintenance and management?

1. Describe in detail how the proposed project will be monitored and assessed to determine project success. Annual reports shall be required for the life of the project, comparing the final outcome to a baseline report.
2. Describe your plans for compiling baseline data.
3. Describe your plans for implementing adaptive management strategies, if necessary.
4. How will any enhancements be monitored and reported?
5. How will benefits to fish and/or wildlife be documented and monitored?
6. Who is responsible for analyzing any data and issuing reports?
7. Provide key contact information if another agency, program, or individual will be collecting, storing, and evaluating the data.

## Project Team Qualifications

1. Describe your organization’s relevant experience, resources, and capacity to successfully complete the proposed project. Provide examples of similar grant-funded projects previously completed by your organization. Identify key partners or subcontractors who will contribute to project work.

## Schedule and Deliverables

1. Provide a workplan detailing the sequence and timing of project tasks, milestones, and deliverables to complete the project within the grant term (i.e., project must be complete, and funds expended, no later than March 31, 2024.

## Project Readiness

1. List each environmental document and permit that will be required for the project and provide the date completed or current status and date anticipated to be completed. If the proposed project may qualify for a CEQA exemption, identify which exemption(s) and explain why. If the project does not qualify for a CEQA exemption, identify the “lead agency” under CEQA, which type of environmental document may be required and its current status. Provide the State Clearinghouse Number, if available.
2. Are there complications present (property access, right-of-way issues, hazardous materials, mosquito abatement, etc.) that could delay the completion of the project? If so, please explain.
3. Acquisition – WCB will fund the Department of General Services appraisal review. WCB does not fund appraisal, title and escrow, mineral remoteness study (if needed), environmental inspection, baseline documentation report, endowments, or legal fees. How does the grantee propose to fund these acquisition tasks?

## Budget

1. Complete the Budget Worksheets referenced in the PSN (A. Applicant Budget; B. Budget Justification; C. Cost Share; D. Acquisition Costs). See the PSN for information regarding project budgets and cost share. Submit the completed Budget Worksheets as attachments to the Application Form.

## Cost Share

1. Provide evidence (e.g., letters, contact information) of secured cost share. For acquisition projects with a bargain sale, provide evidence of landowner commitment to a percent of the appraised value that will comprise the charitable contribution. In the absence of secured cost share, describe any budget shortfall and how it will be addressed.
2. In-kind Services. In-kind services or contributions include volunteer time and materials, bargain sales, and land donations. Please describe and estimate value of current and future in-kind contributions.

## Community Support and Collaboration

1. Provide evidence of broad-based public and/or institutional support for the project at the local, regional, or larger scale. Discuss local community or other stakeholder engagement in project delivery (e.g., involvement with project planning/design, outreach, implementation, monitoring, maintenance, etc.).
2. Which public agencies, non-profit organizations, elected officials, and other entities and individuals support the project and why (attach support letters to application)?
3. Has there been any opposition to the implementation of this project? Please describe.
4. The WCB recognizes the need for consultation regarding projects that affect California tribal communities. As such, applicants should make every effort to involve Native American Tribes or stakeholder groups as appropriate. Describe your efforts to that effect.
5. Will the project include work undertaken by the California Conservation Corps or a Local Conservation Corps?

## Serving Priority Populations

1. Does the project fall within and/or provide direct, meaningful, and assured benefits to one or more disadvantaged communities, low-income communities or low-income households and meaningfully addresses an important community need, per California Air Resources Board guidance (see links below) (<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/2017_draft_funding_guidelines.pdf>)? Maps of disadvantaged and low-income communities are available at: [www.arb.ca.gov/cci-communityinvestments](file:///\\HQGroup2.AD.Dfg.Ca.Gov\ITB10\groups\WCB\Docs\Climate%20Change\CARP\2020%20CARP%20Solicitation\Application\www.arb.ca.gov\cci-communityinvestments).

END OF APPLICATION