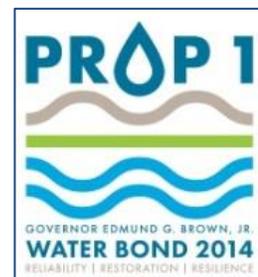


**2017 Proposition 1  
Stream Flow  
Enhancement Program**

**Proposal Solicitation Notice**  
Wildlife Conservation Board



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## FOREWORD

The Wildlife Conservation Board (WCB) is seeking high quality grant proposals that enhance stream flow pursuant to the objectives of Proposition 1 (Water Quality, Supply, and Infrastructure Act of 2014), California Water Action Plan, State Wildlife Action Plan, the fulfillment of WCB's Mission, and meet the priorities in this Proposal Solicitation Notice (Solicitation). This document details eligibility requirements, the proposal process, proposal review procedures, and other pertinent topics. Potential applicants are encouraged to thoroughly read this Solicitation and the [Project Solicitation and Evaluation Guidelines](#) for the Proposition 1 Restoration Grant Program (WCB Stream Flow Enhancement Program Guidelines) prior to deciding to submit a proposal.

### Award Information

- Anticipated Total Funding: \$78,938,695. \$39,409,250 of remaining funds from Fiscal Years (FY) 2015/16 and 2016/17 is available during FY 2017/18, dependent upon allocation in the Fiscal Year 2017-2018 Budget Act. FY 2016-2017 allocation was \$38.4 million.
- Length of Funding: Average of 3 years. Projects awarded funds in FY 17/18 must be complete before April 30, 2022.

### Eligibility Information

Eligible entities are public agencies (including public universities), nonprofit organizations, public utilities, federally recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies (California Water Code §79712[a]).

### Deadline

The complete proposal and all supporting documentation must be submitted to [wcbstreamflow@wildlife.ca.gov](mailto:wcbstreamflow@wildlife.ca.gov) and received by **5:00 p.m., Pacific Daylight Time**, on **August 31, 2017**. WCB strongly recommends applicants submit early to avoid any unforeseen system delays.

### Contacts

For questions about this Solicitation please contact WCB's Stream Flow Enhancement Program by e-mail at [wcbstreamflow@wildlife.ca.gov](mailto:wcbstreamflow@wildlife.ca.gov). This document, Program notification email subscription information, and information about the Stream Flow Enhancement Grant Program can be found at: <https://wcb.ca.gov/Programs/Stream-Flow-Enhancement>.

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Appendix C. Proposal Application Form and Instructions (see <a href="https://wcb.ca.gov/">https://wcb.ca.gov/</a> for editable version)

## Acronyms and Abbreviations

ACS	American Community Survey
CALCC	California Association of Local Conservation Corps
CCC	California Conservation Corps
CDFW	California Department of Fish and Wildlife
CE DEN	California Environmental Data Exchange Network
CEQA	California Environmental Quality Act
CESA	California Endangered Species Act
CWA	Clean Water Act
Corps	CCC and CALCC, collectively
CWC	California Water Code
CWAP	California Water Action Plan
DGS	Department of General Services
ESA	Endangered Species Act (federal)
GAMA	Groundwater Ambient Monitoring and Assessment
Guidelines	Wildlife Conservation Board California Stream Flow Enhancement Grant Program Project Solicitation and Evaluation Guidelines
MOU	Memorandum of Understanding
NEPA	National Environmental Policy Act
NMFS	National Marine Fisheries Service
NOAA	National Oceanic and Atmospheric Administration
PCSRF	Pacific Coastal Salmon Recovery Fund
PDT	Pacific Daylight Time
SFEP	Stream Flow Enhancement Program
Solicitation	Proposal Solicitation Notice
SWAMP	Surface Water Ambient Monitoring Program
SWAP	State Wildlife Action Plan
SWP	State Water Project
SWRCB	State Water Resources Control Board
WCB	Wildlife Conservation Board- The organization as a whole
WCB Board (Board)	Seven voting member Board, made up of the Director of CDFW, the Director of the Department of Finance, the President of the Fish and Game Commission and four public members appointed pursuant to Fish and Game Code Section 1320. Six legislative advisory members, three from the Senate and three from the

WRAMP                      Assembly, provide direction.  
Wetland and Riparian Area Monitoring Program

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# 1 BACKGROUND

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 ([Proposition 1](#)), provides funding to implement the three objectives of the [California Water Action Plan](#) (CWAP): 1) more reliable water supplies, 2) the restoration of important species and habitat, and 3) a more resilient, sustainably managed water resources system (e.g., water supply, water quality, flood protection, environment) that can better withstand inevitable and unforeseen pressures in the coming decades.

Proposition 1 amended the California Water Code (CWC) to add among other articles, [Section 79733](#), authorizing the Legislature to appropriate up to \$200,000,000 to WCB, for projects that result in enhanced stream flows (i.e. a change in the amount, timing and/or quality of the water flowing down a stream, or a portion of a stream, to benefit fish and wildlife). WCB will distribute these funds on a competitive basis through the Stream Flow Enhancement Program (SFEP). The [Guidelines](#) for this program were finalized in June 2015.

The purpose of this Solicitation is to solicit proposals for multi-benefit ecosystem restoration and protection projects that are consistent with the purposes of Proposition 1 and contribute to the objectives of CWAP, the State Wildlife Action Plan, WCB's Strategic Plan, and other State or federal plans.

## 1.1 Grant Program Requirements

Proposition 1 includes a number of provisions that govern how WCB may allocate funds authorized by CWC Section 79733, including those identified below.

It is the intent of WCB that these funds will be invested in stream flow enhancement projects that contribute to or accomplish the following:

- Provide public benefits, addressing critical statewide needs and priorities (CWC §79707(a));
- Advance the purposes articulated in CWC section 79732;
- Leverage private, federal, or local funding or produce the greatest public benefit (CWC §79707(b));
- Use best available science to inform decisions regarding water resources (CWC §79707(d));
- Employ new or innovative technology or practices including decision support tools that support integrated resource management (CWC §79707(e));

- Promote State planning priorities consistent with section 65041.1 of the Government Code and sustainable communities strategies consistent with the provisions of Government Code section 65080(b)(2)(B), to the extent feasible (CWC §79707(i)); and
- Achieve working agricultural and forested landscape preservation wherever possible through voluntary landowner participation (CWC §79707(j)).

Ultimately, proposals must lead to, or result in, actions that enhance flow. Enhanced stream flow is defined as a change in the amount, timing and/or quality of the water flowing down a stream, or a portion of a stream, to benefit fish and wildlife.

## 1.2 Solicitation Schedule

Table 1 identifies the anticipated program timeline from Board approval of the Solicitation through execution of grant agreements. The events listed in this schedule may be subject to change. Updates may be advertised through e-mail announcements, postings on the [program website](#), and news releases. For parties that are not already on WCB's contact list and wish to receive updates on the program, please visit the [program website](#) to sign up.

**Table 1: Proposal Solicitation Process and Anticipated Schedule**

<b>Milestone or Activity</b>	<b>Schedule</b>
Public Board Meeting to approve Proposal Solicitation Notice	May 25, 2017
Proposal Consultation by appointment Wildlife Conservation Board 1700 9th Street Sacramento, California 95811	Ends June 30, 2017
Release 2017 Proposal Solicitation Notice & Application	July 3, 2017
Proposals must be received by 5:00 p.m., Pacific Daylight Time (PDT).	August 31, 2017
Proposal Evaluation Process	September 2017- January 2018
The Executive Director of WCB will recommend projects to fund to the voting members of the Wildlife Conservation Board. The Board will make the final funding decisions.	February 2018

WCB staff will work with successful applicants to develop and execute grant agreements. Grant execution is anticipated to occur approximately six months from award.	February 2018 – July 2018
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## 2 FOCUS

Under this Solicitation, up to \$78,938,695 million (contingent upon the Fiscal Year 2017-2018 Budget Act appropriation) is anticipated to be available for award through the Proposition 1 SFEP.

Section 2 of the [WCB Guidelines](#) provides information regarding eligible project types as established through Proposition 1. All Proposition 1 grants funded by WCB under this Solicitation must fall within the list of priorities described below. An applicant must demonstrate that the proposed project is consistent with the eligibility requirements, priorities, project categories, [Guidelines](#), and Proposition 1. WCB is seeking a diversity of projects that encompass the priorities for this Solicitation.

### 2.1 Funding Priorities

Proposals must demonstrate that stream flow will be enhanced as a result of the proposed project. Additionally, funds granted by WCB under the Program will be focused on enhancing stream flow in streams that provide one or more of the following:

- support anadromous fish;
- support special status, threatened, endangered or at risk species;
- provide resilience to climate change;

For planning, scoping and scientific study, project applicants must illustrate how data derived will tie into future implementation projects that enhance flow. For acquisition projects, applicants must illustrate how the acquisition will enhance flow. Applicants are strongly encouraged to quantify anticipated stream flow enhancement, using the best available science, anticipated from completion of the proposed project or the enhancement potential from completed studies.

In addition, co-benefits of such actions may contribute toward attaining other CWAP objectives.

The goals of the program are threefold:

- Support projects that lead to meaningful increases in the availability and/or quality of water in streams, particularly by protecting and restoring functional ecological flows for streams identified as priority for fish and wildlife.
- Support those projects that work to remove key barriers to securing enhanced flows for nature (e.g., by making it easier to change the timing of flows as needed, crafting long-term programs that allow for short-term leases/transfers for nature, or streamlining processes for long-term transfers of water for stream flow).
- Support projects that allocate resources for infrastructure (e.g., gauges) for evaluating stream flow conditions and stream responses to enhancement efforts.

WCB will allocate Program funds to projects that enhance stream flows and are consistent with the objectives and actions outlined in the CWAP, with the primary focus of enhancing flow in streams that support anadromous fish, special status, threatened, endangered or at risk species; or provide resilience to climate change. **Proposed projects must measurably enhance stream flows at a time and location necessary to provide fisheries or ecosystem benefits, and that improve upon existing flow conditions, and are measurable, and significant** (i.e. help alleviate a limiting factor), and are greater than required by applicable environmental mitigation measures or compliance obligations. Proposals must clearly identify the target stream(s), stream reaches, and watershed(s) in which proposal activities will occur as well as the reaches where project benefits will be realized.

Examples of project types that may be eligible in this solicitation are identified below. These examples should not be viewed as exhaustive lists of eligible project types:

- Water Transactions (e.g., changes to a stream's hydrograph through long-term ( $\geq$  20 years) lease, transfer, or seasonal exchange of water):
  - Change of use petitions to benefit fish and wildlife;
  - Surface storage to be used to enhance stream flow;
  - Forbearance of water right;
  - Changes in water management;
  - Groundwater storage and conjunctive use.
- Acquisition of water from willing sellers – permanent and long-term ( $\geq$  20 years) dedications for the purpose of instream flow;
- Acquisition of land or interests in land that lead to direct and measurable enhancement to stream flow, that improve upon existing flow conditions;

- Habitat restoration projects (e.g., weed eradication, wet meadow restoration, restoration of entrenched streams, upper watershed restoration or forest thinning) that measurably reshape stream hydrograph;
- Fans for frost protection that, through forbearance or other agreements, result in a measurable and significant change in a stream's hydrograph;
- Studies to evaluate instream flow needs, identify priority streams and watersheds, or evaluate habitat suitability and temperature needs;
- Stream flow gauging;
- Water efficiency generally – Irrigation efficiency and water infrastructure improvements (e.g., diversion, conveyance, and on-farm projects) that save water and enable a measurable and significant change to a stream's hydrograph;
- Reconnecting flood flows with restored flood plains;
- Reservoir operations both at existing and new storage sites that result in a measurable and significant change to a stream's hydrograph.

Projects that will result in a change in a stream's hydrograph must provide baseline reference data and demonstrate how the changes will be protected for the entire reach of stream within the project limits for a duration of twenty years or more. The three legal mechanisms by which a water right holder can protect instream flow are: Water Code section 1707 dedications, forbearance agreements, and conservation easements. See [A Practitioner's Guide to Instream Flow Transactions in California \(SWIFT\)](#) for guidance specific to helping water right holders understand their options for keeping water instream in California.

## 2.2 Project Categories

Eligible project categories for this Solicitation are Scoping and Scientific Studies, Implementation (Category 1 or Category 2), and Acquisition. It is preferred that projects not overlap into two categories. Each of these project categories is described below.

### Scoping & Scientific Studies

Scoping and Scientific Study grants are intended to support research and development that lead to the development of future stream flow enhancement opportunities. Eligible activities and expenses for Scoping projects include:

- Project administration;
- Preparing scoping or concept plans including watershed and habitat assessments or studies that will identify flow related stressors;

- Performing necessary studies and assessments, collecting baseline data, monitoring and identifying flow enhancement opportunities or targets.

Scientific Study grants fund projects to assess the condition of natural resources or assess the effectiveness of projects, management decisions or programs influencing natural resources. These projects will be evaluated within the SFEP in relation to projected future stream flow benefits directly related to the Scientific Study.

**Not more than \$5,000,000 will be made available for Scoping and Scientific Studies projects in fiscal year 2017/2018.**

## Implementation

For this Solicitation, Implementation proposals have been divided into two categories.

The first category (Category 1) consists of planning, permitting and design necessary to get to and complete construction. CEQA and permitting are eligible activities under this category. Implementation grants must support specific high priority on-the-ground projects which will directly enhance stream flow.

Category 1 Implementation proposals may include:

- Project design related to the implementation of a specific, future project (includes 30%, 60%, 90% and final design plans). Engineering design may be subject to review by CDFW Engineering staff.
- Scientific study and professional reports directly related to the implementation of a project (e.g. hydrological study)
- Acquiring permits for a specified future on-the-ground project
- Completion of California Environmental Quality Act (CEQA) and/or National Environmental Policy Act (NEPA) environmental documentation for a specified future on-the-ground project.

The second category (Category 2) will implement activities (i.e. construction) covered under a certified CEQA document (CEQA is complete when lead agency has certified an NOD or filed an NOE for exempt projects, and must be complete fifteen days prior to the WCB Stream Flow Enhancement Program Board Meeting in early 2018).

Eligible activities and expenses for Category 2 Implementation projects include, but are not limited to:

- Project management/administration;
- Preparation of bid packages and subcontractor documents (when subcontractors have not been identified at the time of grant award);
- Development of final engineering designs;
- Acquiring necessary permits;
- Construction activities (e.g., dredging, earthmoving, construction of facilities);
- Habitat restoration and enhancement (e.g., revegetation, invasive vegetation removal, placement of refugia, removal of fish passage barriers);
- Pre- and post-project monitoring (within grant term);
- Communicating project results to project stakeholders and the public via written materials, presentation, or media;
- If the proposal seeks funding for permitting, a complete description of the permits needed and a timeline for obtaining them must be included in the proposal.

## Acquisition

Acquisition grants shall fund purchases of land, water rights, or interests in land or water that leads to a direct and measurable stream flow enhancement that supports the goals of the Program and the CWAP. Acquisitions which only protect existing conditions will not be funded under this program this year. Acquisitions must be from willing sellers and at a price that does not exceed fair market value, as set forth in an appraisal prepared by a licensed real estate appraiser and approved by the Department of General Services (DGS). A completed appraisal, approved by DGS Real Property Services Section, is not required at the time of application submission; however, if grant is awarded, the appraisal must be submitted to WCB and approved by DGS prior to execution of a grant agreement (current projection of grant execution is June 2018).

WCB will not hold title to land or water rights, nor will WCB enter into forbearance agreements with applicants or other entities. A separate, eligible entity must be identified at the time of proposal submission.

If a signed purchase or option agreement is unavailable at the time of application submission, a Willing Seller Letter is required from each landowner indicating a willingness to participate in the proposed real estate transaction. The letter should clearly and specifically identify the relevant property and state, "If grant funds are awarded, the seller(s) is willing to enter into negotiations with [name of applicant] for

sale of the property at a purchase price not to exceed fair market value”.

Applicants must disclose any known or suspected hazardous material release, threatened release or other environmental condition associated with the property. Prior to execution of a grant agreement for acquisition of an interest in real property, the WCB will assess the environmental conditions of the property, including any recognized environmental conditions that could occur on the property. As part of the WCB’s risk assessment, the WCB may require the surface estate landowner or project proponent to provide the WCB and any third parties with a Phase 1 Environmental Site Assessment. Costs associated with preparation of the Environmental Site Assessment and related activities are not eligible for reimbursement. Successful applicants should consult with the WCB for specific requirements prior to initiating work on an Environmental Site Assessment. Based on its risk assessment, the WCB will determine whether the environmental condition and the related consequences for intended conservation purposes is acceptable. If the WCB determines that the risk is not acceptable and the risk cannot be reduced to an acceptable level within a reasonable amount of time, then WCB will rescind the grant award.

All grant awards for acquisition of an interest in real property are contingent on a WCB determination that the risk posed to the conservation values of that property by mineral exploration, development, and related consequences is acceptable. Prior to execution of a grant agreement for acquisition of an interest in real property, the WCB will assess the risk that future mining activities could occur on the property. As part of the WCB’s risk assessment, the WCB may require the surface estate landowner or project proponent to provide the WCB and any third parties with an interest in the minerals with a mineral assessment report. Costs associated with preparation of the mineral assessment report and related activities are not eligible for reimbursement. Successful applicants should consult with the WCB for specific requirements prior to initiating work on a mineral assessment report. Based on its risk assessment, the WCB will determine whether the risk of mining and the related consequences for intended conservation purposes is acceptable. If the WCB determines that the risk is not acceptable and the risk cannot be reduced to an acceptable level within a reasonable amount of time, then WCB will rescind the grant award.

Additional attachments required for Acquisition proposals include:

- Signed purchase or option agreement, or willing seller letter;

- Legal description of the property or water right;
- For riparian rights or water rights transferred appurtenant to land include a preliminary title report or legal opinion (ideal);
- Minimum of six color photographs illustrating the property, stream segment to benefit, diversion, method of diversion, etc;
- Legal description of diversion if relevant;
- USGS 7.5-minute topographic map, or comparable depicting the location of the property;
- Current Preliminary Title Report;
- Copy of water right application, permit or license;
- Copy of all statements of diversion of use for past five years.

Include if available:

- Title report for water rights;
- Phase 1 Environmental Site Assessment

In general, proposals for Acquisition projects should be stand-alone (i.e., not combined with other project categories). However, a project may combine Acquisitions with another category if the activity is exempt from CEQA or, if not exempt, the project's lead agency has already certified an appropriate CEQA document for the proposed combined project. CEQA/NEPA compliance must be complete 15 days before Board approval (Applicants are strongly encouraged to have CEQA/NEPA complete prior to December 31, 2017). If the Acquisition is combined with another project category, that category must be clearly identified and a separate budget (Appendix B) must be completed. The additional category will be evaluated based on the guidelines stated in the appropriate section of this PSN.

Eligible expenses for Acquisition projects include the purchase price (not to exceed fair market value) for:

- Acquisitions of fee title or interests in land that include perpetual conservation easements; and
- Water acquisitions that include permanent or long-term dedications (not less than 20 years);
- Wildlife Conservation Board Staff may include an additional allocation of up to \$25,000 for project related administrative costs, including DGS appraisal review.

Ineligible costs include:

- Appraisals;
- Title escrow and closing costs;
- Environmental Site Assessments;
- Mineral Rights Assessments;
- Other fees and costs to accomplish the transaction and the conveyance and acquisition of the property.

Applicants submitting proposals for acquisitions must provide a baseline report of existing conditions including existing hydrological conditions as well as a monitoring and reporting plan (see Solicitation Section 3.4). A long-term management plan (valid for twenty years at a minimum) must be submitted with the application.

### **3 PROPOSAL REQUIREMENTS**

In order to submit proposals, applicants must be in full compliance with all stated requirements of this Solicitation and the [Guidelines](#).

#### **3.1 Eligibility**

Eligible entities are limited to public agencies (state agencies or departments, public universities, special districts, joint powers authorities, counties, cities, or other political subdivisions of the state), nonprofit organizations, public utilities, federally recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies (CWC §79712[a]). Additional eligibility requirements for public utilities, mutual water companies, and agricultural and urban water suppliers can be found in Section 2.1 of the [Guidelines](#).

Proposals from federal agencies, private individuals, or for-profit enterprises will not be accepted.

#### **3.2 California Conservation Corps Consultation**

Prior to the submission of proposals, all applicants for restoration and ecosystem protection projects shall first consult with the California Conservation Corps (CCC) and the California Association of Local Conservation Corps (CALCC), collectively referred to as the Corps, as to the feasibility of using their services to implement projects (CWC §79734). The CCC is a state agency with local operations throughout the State. CALCC is the representative for the certified local conservation corps defined in Section

14507.5 of the Public Resources Code.

Appendix A includes guidance on the steps necessary to ensure compliance as well as sections to be completed by the applicant, the CCC and CALCC. An applicant that submits a proposal to WCB where it has been determined that Corps services can be used must identify the appropriate Corps in their project description and include estimated costs for those services in the budget. Further, applicants awarded funding must thereafter work with either the CCC or CALCC to develop a statement of work and enter into a contract with the appropriate Corps.

The Corps must be consulted each grant cycle prior to application. Returning applicants cannot reuse the Corps Consultation Form or any other proof of consultation from previous WCB Proposition 1 Solicitations. If only previous consultations are submitted, this consultation requirement will not be met and the proposal will not be eligible to receive funding through this Solicitation.

Projects that solely involve Scoping, Planning, Acquisition, or Scientific Studies without fieldwork or baseline studies are exempt from consulting with the Corps. However, the applicant is still required to check the appropriate box on Appendix A and submit the document to WCB through the proposal process.

Applicants that fail to engage in such consultation or fail to submit a completed Appendix A with their proposal will fail the administrative review and be ineligible to receive WCB Proposition 1 funding under this Solicitation.

### **3.3 Environmental Compliance and Permitting**

Activities funded under the SFEP must be in compliance with applicable State, tribal and federal environmental laws and regulations, including the CEQA, NEPA, and other environmental permitting requirements. Several local, State, tribal and federal agencies may have permitting or other approval authority over projects that are eligible for grant funding. The applicant is responsible for obtaining all permits necessary to carry out the proposed work.

Applicants must identify the project's expected permitting requirements, state what permits have been obtained or the process through which the permits will be obtained, and describe the anticipated timeframe for obtaining each permit. Projects that are undertaken to meet mitigation obligations, or projects that are under an enforcement

action by a regulatory agency, will not be considered for funding.

Proposals for projects that are subject to CEQA and NEPA must identify the State and federal lead agencies and provide documentation that the agency or agencies have accepted the role. CEQA/NEPA compliance must be complete 15 days before Board approval (Applicants are strongly encouraged to have CEQA/NEPA complete prior to December 31, 2017). If CEQA/NEPA compliance for a proposed project is not complete at time of proposal submission, WCB will determine the likelihood of CEQA/NEPA completion by the anticipated WCB Board date based upon the applicant's schedule for and progress toward completion. Applicants must provide environmental documents and lead agency compliance, such as Environmental Impact Reports and a Notice of Determination, upon request.

### **3.4 Project Monitoring and Reporting**

All Acquisition and Implementation Category 2 project proposals are required to include a Monitoring and Reporting Plan that explains specifically how changes to the streams hydrograph will be measured or quantified and how project success will be evaluated and reported. Scoping and Planning projects proposing to conduct baseline monitoring may include development of a monitoring plan as a task in the scope of work, or if the proposed monitoring approach is known, it should be described in the Monitoring and Reporting Plan portion of the application. Performance of Scoping projects, Implementation Category 1 and Scientific Studies will be evaluated based on completion of project deliverables per the grant agreement. The specific terms and conditions for monitoring and reporting, including performance measures, may be negotiated prior to grant execution, to ensure appropriate measures have been identified and to assist with consistency of nomenclature, units, and measurements.

The scope of the Monitoring and Reporting Plan will vary depending on the nature of the project; however, each plan shall include:

- Project-specific performance measures that are clearly linked to project objectives and have quantitative and clearly defined targets, at least some of which must be feasible to meet within one to two years post-implementation. Performance measures can be placed into two broad categories.
  - Output performance measures track whether on-the-ground activities were completed successfully and evaluate factors that may be influencing ecosystem outcomes (e.g., acre feet of water conserved and left in

- stream, number of trees planted, and number of barriers to fish migration removed).
  - Outcome performance measures evaluate direct ecosystem responses to project activities (e.g., responses by target wildlife populations and responses in ecosystem function).
- Description of the metrics and associated monitoring approaches that will be used to document progress towards the performance measure targets, including
  - Metrics that evaluate structural changes at the project site(s) (e.g., as-built surveys), when applicable
  - Characterization of baseline and post-project conditions
  - Pre-implementation data collection, when applicable
- Identify opportunities to extend the monitoring activities beyond the term of the grant (e.g., by using standardized, readily replicated monitoring and evaluation processes; leveraging on-going monitoring programs; and building partnerships capable of attracting funding from multiple sources over time)
- A plan for reporting monitoring results and progress toward performance measures.

### 3.5 Data Management

Environmental data collected under these grant programs must be made visible, accessible, and independently understandable to general users in a timely manner, except where limited by law, regulation, policy or security requirements. Where applicable, each proposal must include a description of how data and other information generated by the project will be handled, stored, and shared. Applicants should account for the resources necessary to implement data management activities in the project budget. Projects generating environmental data must include data management activities that support incorporation of those data into statewide data systems (e.g., [California Environmental Data Exchange Network](#) [CEDEN]), where applicable. Additional specifications of relevance to water quality and wetland and riparian restoration data are described below.

Unless otherwise stipulated, all data collected and/or created through WCB grant funds shall be required as a deliverable and will become the property of WCB. A condition of final payment shall include the delivery of all related data. Geospatial data must be delivered in an [ESRI](#)-useable format where applicable and documented with metadata in accordance with the [CDFW Minimum Data Standards](#).

### **Water Quality Data**

If the project includes water quality monitoring data collection, it shall be collected and reported to SWRCB in a manner that is compatible and consistent with surface water monitoring or groundwater data systems administered by the SWRCB (e.g., CEDEN for surface water data) (CWC §79704). The grantee shall be responsible for uploading the data and providing a receipt of successful data submission, generated by CEDEN, to the grant manager prior to submitting a final invoice. Guidance for submitting data, including minimum data elements, data formats, and contact information for the Regional Data Centers, is available on the [CEDEN](#) website.

### **Wetland and Riparian Restoration Data**

Wetland and riparian restoration project data shall be uploaded to [EcoAtlas Project Tracker](#). For the purpose of this requirement, examples of project data include project proponent, project name, location (e.g., latitude/longitude, project boundary), pertinent dates (e.g., site construction), WCB Proposition 1 award, activity type (e.g., restoration), and habitat type and amount. For additional information, refer to the “Project Tracker” online tool on the EcoAtlas website.

### **Groundwater Data**

Groundwater monitoring data generated by the project shall be collected and reported in a manner that is compatible and consistent with the groundwater data systems administered by the State Water Resources Control Board. The Grantee shall upload relevant data to GeoTracker GAMA and provide proof of successful data submission prior to submitting a final invoice.

## **3.6 Long-term Management and Maintenance**

Applicants proposing Acquisition or Implementation Category 2 projects shall outline long-term ( $\geq$  twenty years and updated as needed) management and maintenance planning for the project as part of their grant proposal. The outline shall include a discussion of the actions that will be taken if it is determined that the project objectives are not being met, including the responsible party and source(s) of funding for completing the remedial measures. This adaptive management approach provides a structured process that allows for taking action under uncertain conditions based on the best available science, establishing an explicit objective, monitoring and evaluating outcomes, and re-evaluating and adjusting decisions as more information is learned. Properties restored, enhanced, or protected, and facilities constructed or enhanced with

funds provided by WCB shall be operated, used, and maintained consistent with the purposes of the grant and in accordance with the long-term management plan for the project.

### **3.7 Land Tenure/Site Control**

Applicants for projects conducting on-the-ground work must submit documentation showing that they have adequate tenure to, and site control of, the properties to be improved or restored for at least 20 years. Proof of adequate land tenure includes, but is not necessarily limited to:

- Fee title ownership
- An easement or license agreement
- Other agreement between the applicant and the fee title owner, or the owner of an easement in the property, sufficient to give the applicant adequate site control for the purposes of the project and long-term management
- For projects involving multiple landowners, all landowners or an appointed designee must provide written permission to complete the project
- For most grants to non-profit organizations for project implementation and construction, WCB will require an agreement sufficient to protect the public interest. That agreement shall be recorded in the county in which the real property is located. This document is typically a Notice of Unrecorded Grant Agreement, or NOUGA.

When an applicant does not have tenure at the time of proposal submission, but intends to establish tenure via an agreement that will be signed prior to grant execution, the applicant must submit a template copy of the proposed agreement, memorandum of understanding (MOU), or permission form at the time of proposal submission. Once a project has been awarded, the applicant must submit documentation of land tenure before a complete grant agreement can be executed.

WCB and its representatives shall have access to the project site at least once every 12 months from the start date of the grant for 20 years, or an appropriate term negotiated prior to grant execution (for acquisition projects, site access is once every three years). WCB shall provide advance notice to Grantee and landowners prior to accessing the project site.

## 3.8 Budget

### Cost Share

Cost share is the portion of the project cost not funded by the awarding agency (WCB) and is provided by the applicant and/or other sources (e.g., private companies, nonprofit organizations, public agencies, and/or other entities). Proposals with higher proportions of secured cost share contribution towards total project cost will receive higher scores during the proposal evaluation process. Proposals providing cost share in the form of cash or other resources (in-kind services) for the support of the project must specify the source and dollar amount of all proposed cost share. Points will be awarded to proposals that are responsive to the Scoring Criteria, where cost share is:

- Used to support the proposed project
- Spent between grant award and end of the proposed WCB funded project term
- Secured prior to application submission

Where applicable, cost share agreements or funding assurances will be required prior to grant execution. Applicant must also indicate if any cost share is being used as match for other grants or entities and whether they intend to leverage other Proposition 1 funds as match, if awarded.

### Incidental but Directly Related Costs (alternatively known as Administrative or Indirect Costs)

Incidental cost (administrative overhead) rates are limited to 20 percent of the total WCB award, minus subcontractor and equipment costs. Any amount over 20 percent will not be funded but may be used as cost share. Indirect costs include but are not limited to: workers compensation insurance, utilities, office space rental, phone, and copying which is directly related to completion of the proposed project. Costs for subcontractors and purchase of equipment cannot be included in the calculation of indirect costs in the overall project budget. The applicant must explain the methodology used to determine the rate and provide detailed calculations in support of the indirect cost rate. Please refer to the supplied budget template (Appendix B).

### Ineligible Costs

Following are costs that are ineligible for reimbursement through an awarded grant:

- All costs incurred outside of the grant agreement term
- All costs related to the preparation and submission of the grant proposal
- Travel costs not specifically identified in the grant budget
- Out of state travel without prior written authorization from WCB
- Appraisal, title, or escrow costs
- Student tuition and/or registration fees

### 3.9 Disadvantaged Community

Proposition 1 defines a disadvantaged community as “a community with an annual median household income that is less than 80 percent of the statewide annual median household income” (CWC §79505.5). Proposition 1 does not require that WCB direct a specific portion of funding to projects that benefit disadvantaged communities. However, WCB will strive to ensure that a portion of its Proposition 1 funding benefits these communities.

The Department of Water Resources has developed the [Disadvantaged Communities Mapping Tool](#) that shows the location and boundaries of disadvantaged communities in the State, based on the *US Census American Community Survey (ACS) 5-Year Data: 2009-2013* (with an annual median household income of \$61,094 and a calculated disadvantaged community threshold of \$48,875). The interactive map Application allows users to overlay the following three US Census geographies as separate data layers:

- Census Place
- Census Tract
- Census Block Group

Applicants are required to use the following two-step process to evaluate whether their proposed project will benefit one or more disadvantaged communities.

**Step 1** – Determine whether a majority (50%+) of the proposed project area is located within a disadvantaged community. For interactive maps of disadvantaged communities, refer to the [Disadvantaged Communities Mapping Tool](#). The applicant may use the ACS data at the census place, census tract, or census block group geography levels to determine whether the project is located within a disadvantaged community, based on the geography that is the most representative for that community.

**Step 2** – Determine whether the proposed project will provide benefits to a

disadvantaged community. If the proposed project meets one or more of the following criteria, it will be deemed to provide benefits to a disadvantaged community.

- Project preserves, restores, or enhances a site where the majority of the (50%+) of the land area is located within a disadvantaged community
- Project preserves, restores, or enhances a site that allows public access, enhances public recreational opportunities (e.g., fishing, hiking, bird watching), and is within 1 mile of a disadvantaged community
- Project significantly reduces flood risk to one or more adjacent disadvantaged communities
- Project reduces exposure to local environmental contaminants (e.g., water quality contaminants) within a disadvantaged community
- Project includes recruitment, agreements, policies, or other approaches that are consistent with federal and state law and result in at least 25% of project work hours performed by residents of a disadvantaged community
- Project includes recruitment, agreements, policies, or other approaches that are consistent with federal and state law and result in at least 10% of project work hours performed by residents of a disadvantaged community participating in job training programs which lead to industry-recognized credentials or certifications

### **3.10 Licensed Professional Engineers or Geologists**

Some projects may require a licensed professional engineer or licensed professional geologist to comply with the requirements of the Business and Professions Code, Section 6700 et seq. (Professional Engineers Act) and Section 7800 et seq., (Geologists and Geophysicists Act). If a project requires the services of licensed professionals, these individuals and their affiliations should be identified in the proposal.

### **3.11 Water Law**

Funded grants that may impact a water right, including any project that would require a change to water rights, involve water diversion, or address stream flows or water use shall comply with the CWC, as well as any applicable State or federal laws or regulations. Refer to Section 2.4 (Specific Funding Requirements) of the Program Guidelines for specific requirements stipulated in Proposition 1 (CWC §79709). Any proposal that would require a change to water rights, including, but not limited to, bypass flows, point of diversion, location of use, purpose of use, or off-stream storage shall demonstrate an understanding of the relevant SWRCB processes, timelines, and costs necessary for project approvals by SWRCB and the ability to meet those timelines within the term of a grant. In addition, any proposal that involves modification of water

rights for an adjudicated stream shall identify the required legal process for the change as well as associated legal costs. Any project involving a water right acquisition, prior to its completion, must be supported by a water rights appraisal approved by the Department of General Services (DGS) Real Property Services Section. Typically, WCB obtains this approval from DGS.

For projects involving water diversions or diversion-related infrastructure, an applicant must demonstrate to WCB a legal right to divert water, consistent with the project proposal, and sufficient documentation regarding actual water availability and use. For post-1914 water rights, the applicant must submit with their proposal a copy of the applicable water right permit or license on file with the SWRCB. Applicants who divert water, based on a riparian or pre-1914 water right, must submit with their proposal written evidence of the right to divert water and the priority in the watershed of that diversion right. An applicant must submit with their proposal to WCB any operational conditions, agreements, court or SWRCB orders or decrees affecting the asserted water right. All applicants must include past water diversion and use information reported to the SWRCB, pursuant to CWC Section 5101. Such reports include Progress Reports of Permittee and Reports of Licensee for post-1914 rights, and Supplemental Statements of Water Diversion and Use for riparian and pre-1914 water rights. Projects involving activities described in Fish and Game Code Section 1602 may require a Lake or Streambed Alteration Agreement.

## 4 SUBMISSION PROCESS

Submitted proposals must be in full compliance with all stated requirements of this Solicitation as well as the requirements outlined in Section 3 of the [Guidelines](#).

### 4.1 Proposal Submission Deadline

Proposals will be accepted from **July 3, 2017 through 5:00 p.m. August 31, 2017**.

**Proposal submission must be received before 5:00 p.m., PDT on August 31, 2017.**

WCB strongly recommends applicants submit early to avoid any unforeseen system delays.

Proposals, and associated documents, will not be accepted after **5:00 p.m. on August 31, 2017**, and thus will not be reviewed or considered for funding. All information requested in this Solicitation is mandatory unless otherwise indicated. Failure to submit

any required attachment or complete all required application components will make the proposal incomplete. Incomplete proposals will not be reviewed or considered for funding.

Proposals are subject to Public Records Act requests.

## 4.2 Electronic Submission

Electronic submittals of proposals as an attachment to an e-mail shall have a subject line of "Proposition 1 SFEP Proposal" and be sent to [wcbstreamflow@wildlife.ca.gov](mailto:wcbstreamflow@wildlife.ca.gov). Proposals submitted by e-mail must be in Word, RTF, or PDF format, with attachments less than 20 megabytes (MB). If attachments are larger than 20 MB, submit a copy by mail. WCB requests that applications be submitted in Word and Budget documents be submitted in Excel. Mailed proposals, which must include an electronic copy on storage media (flash drive, cd, etc.), shall be addressed to:

Wildlife Conservation Board  
ATTN: Proposition 1 SFEP Proposal  
1416 9th Street, Room 1266  
Sacramento, CA 95814

### **Mailed proposals must be postmarked prior to 5:00 p.m. on August 31, 2017.**

Incomplete proposals or applications that have not used the application form provided in Appendix C, or proposals received after the identified deadline will not be reviewed or considered for funding.

If there are any questions regarding the Solicitation or proposal application process, please email [wcbstreamflow@wildlife.ca.gov](mailto:wcbstreamflow@wildlife.ca.gov).

Applicants are encouraged to allow sufficient time to submit proposals to avoid last minute errors and omissions (WCB recommends submitting at least one hour prior to the deadline).

## 5 PROPOSAL REVIEW PROCEDURE

### 5.1 Administrative Review

An administrative review will determine if the proposal is complete and meets all the

requirements for technical review. This review will use a “Pass/Fail” scoring method, based on the criteria presented in Table 2. Proposals which receive a “Fail” for one or more of the Table 2 criteria will be considered incomplete and will not be considered for funding under this Solicitation.

## 5.2 Technical Review

Table 3 provides an overview of the technical review criteria, as well as the weighting factors, maximum criterion scores, and percent of total maximum score. All complete and eligible proposals will be evaluated and scored by technical reviewers in accordance with the scoring criteria documented in Table 4. Technical reviewers may make narrative comments that support their scores. Technical reviewers assigned to each proposal will include representatives from WCB as well as individuals from California Department of Fish and Wildlife (CDFW) and the SWRCB as appropriate. WCB may request reviewers from other agencies or other outside experts to participate in the review. Individuals selected to serve as technical reviewers will be professionals in fields relevant to the proposed project (CWC §79707(f)).

Each criterion will be scored by technical reviewers and assigned a point value between zero and five. Each criterion’s point value will then be multiplied by the applicable weighting factor to calculate the criterion score. A total score for the proposal will be generated by averaging the scores from each of the reviewers. An application must achieve an average score of 75/100 points or better to qualify for a grant. Where standard scoring criteria are applied, points will be assigned as follows:

- A score of 5 points will be awarded where the criterion is fully addressed and supported by thorough and well-presented documentation and logical rationale.
- A score of 4 points will be awarded where the criterion is fully addressed but is supported by less thorough documentation or less sufficient rationale.
- A score of 3 points will be awarded where the criterion is less than fully addressed and is supported by less thorough documentation or less sufficient rationale.
- A score of 2 points will be awarded where the criterion is marginally addressed or the documentation or rationale is incomplete or insufficient.
- A score of 1 point will be awarded where the criterion is minimally addressed or no documentation or rationale is presented.
- A score of 0 points will be awarded where the criterion is not addressed.

### 5.3 Selection Panel Review

Following completion of the technical reviews of all complete and eligible proposals, WCB will convene a Selection Panel to review the scores and comments.

Representatives from other agencies and organizations may be invited to participate on the Selection Panel. The Selection Panel will generate a preliminary ranking list of the proposals and make the initial funding recommendations to the Executive Director at WCB. When developing the ranking list, the Selection Panel will consider the following items:

- Technical reviewer scores and comments for each proposal;
- Availability of funds;
- Program purposes;
- Results of coordination and consultation with partner agencies implementing other relevant granting programs (e.g., Proposition 1).

The Selection Panel may recommend modifications, including reducing grant amounts from that requested, in order to meet current and any potential future program priorities, funding targets and available funding limitations.

### 5.4 Executive Director Review and Board Action

The Selection Panel's final recommendation will be presented to the Executive Director of WCB. The Executive Director will consider the comments and recommendations from each level of the review process and will present all proposals to the voting members of the Wildlife Conservation Board (Board) (Fish and Game Code §1320) along with a recommendation on which projects are proposed for approval and funding. Following approval by the Board, selected grant recipients will be notified of their selection and grant amount.

**Table 2: Administrative Review Evaluation Criteria**

<b>Criteria</b>	<b>Score</b>
All proposal components have been completed in the required formats, including all proposal forms and associated documents.	Pass/Fail
Every question has been answered. N/A is appropriate where a question is not applicable.	Pass/Fail
Applicant is an eligible entity.	Pass/Fail
Proposal was received by the deadline.	Pass/Fail

Budget is included using supplied Excel template (Appendix B)	Pass/Fail
Proposed project is not required mitigation or to be used for mitigation under CEQA, NEPA, California Endangered Species Act, federal Endangered Species Act, Clean Water Act, Porter-Cologne, other pertinent laws and regulations, or a permit issued by any local, State, or federal agency.	Pass/Fail
Applicant has included a completed consultation form from the California Conservation Corps AND California Association of Local Conservation Corps (collectively, "the Corps") to determine the feasibility of the Corps participation or a form noting exemption from consultation, consistent with the guidance stipulated in Appendix A of the Solicitation.	Pass/Fail
If the Corps participation in proposed project is feasible, the budget includes estimated rates for the Corps.	Pass/Fail
CEQA/NEPA compliance will be complete 15 days before Board approval. Applicants are strongly encouraged to have CEQA/NEPA complete prior to December 31, 2017. CEQA Lead Agency has certified an NOD or filed an NOE for projects which are exempt.	Pass/Fail

**Table 3: Overview of Technical Review Criteria, Weighting Factors, and Maximum Criterion Scores**

Criteria	Weighting Factor	Maximum Criterion Score	Percent of Total Maximum Score
<b>Importance and Applicability</b>			
1. Consistency with and Implementation of State and Federal Plans	1.0	5	25%
2. Project Outcomes – Diversity and Significance of the Benefits	2.0	10	
3. Project Outcomes – Durability of Investment	1.0	5	
4. Climate Change Considerations	1.0	5	
<b>Technical / Scientific Merit</b>			
5. Purpose and Background	2.0	10	35.0%
6. Approach and Feasibility	1.5	7.5	
7. Scientific Merit – Scientific Basis	1	5	
8. Specific Category Considerations	2.0	10	
9. Data Management and Access	0.5	2.5	
<b>Organizational Capacity</b>			
10. Project Team Qualifications	1.0	5	12.5%
11. Schedule and Deliverables	1.5	7.5	
<b>Project Costs</b>			
12. Budget	1.0	5	17.5%
13. Budget Justification	1.0	5	
14. Leverages Other State Funds	0.5	2.5	
15. Non-State Cost Share Funds	1.0	5	
<b>Community / Stakeholder Support</b>			
16. Community Support and Collaboration	1.5	7.5	10%
17. Disadvantaged Communities	0.5	2.5	
18. Applicability to Solicitation Priorities*	N/A	N/A	*See Table 4
<b>Total Possible Score</b>	--	<b>100</b>	<b>100%</b>

Table 4: Technical Review Evaluation Criteria and Scoring Standards

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<b>Importance and Applicability</b>			
<p><b>1. Consistency with and Implementation of State and Federal Plans</b> Extent to which the project implements existing State or federal conservation, restoration, or recovery plans, and relevant regional water plans, including but not limited to:</p> <ul style="list-style-type: none"> <li>• State Wildlife Action Plan</li> <li>• California Wildlife Action Plan</li> <li>• California EcoRestore</li> <li>• Central Valley Flood Protection Plan</li> <li>• Safeguarding California Climate Adaptation Plan</li> <li>• California Aquatic Invasive Species Management Plan</li> <li>• California Essential Habitat Connectivity Strategy for Conserving a Connected California</li> <li>• State and Federal Recovery Plans</li> <li>• Natural Community Conservation Plans/Habitat Conservation Plan</li> <li>• Integrated Regional Water Management Plans</li> </ul> <p><b>Note</b> - the degree to which the project implements the CWAP is addressed above in Criterion 1. Applicability to Solicitation Priorities.</p> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2)</p>	1	0-5	5

<sup>1</sup> Scoping/ Implementation Category 1 Projects – where applicable, the evaluation of Scoping/ Implementation Category 1 proposals will take into consideration the specific, future on-the-ground flow enhancement project(s) that the pre-project activities are intended to support.

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>2. Project Outcomes – Diversity and Significance of the Benefits</b></p> <p><b>3(a). Significance of Benefits in Addressing Limiting Factor(s)</b> Projects must measurably enhance stream flows at a time and location necessary to provide fisheries or ecosystem benefits that improve upon existing flow conditions, are measurable, and significant, in that they help alleviate a limiting factor.</p> <p><b>3(b). Diversity of Benefits</b> The extent to which the project provides multiple tangible benefits and the proposal provides sufficient analysis and documentation to demonstrate its significance and a high likelihood that the benefits will be realized.</p> <p>Examples of potential benefits include:</p> <ul style="list-style-type: none"> <li>● Significant and measurable flow enhancement(s)</li> <li>● Use and reuse water more efficiently</li> <li>● Reduce stressors on native species</li> <li>● Increase habitat for anadromous fish or threatened and endangered species</li> <li>● Provide drought preparedness</li> <li>● Provide integrated flood management</li> <li>● Expand environmental stewardship</li> </ul> <p><u>Scoring:</u> Proposals <sup>2</sup> that are likely to improve upon a streams limiting factor(s), and</p> <ul style="list-style-type: none"> <li>● provide flow benefits that are highly significant and is supported by thorough and well-presented documentation will receive 5 points</li> <li>● provide flow benefits that are highly significant but the quality of the supporting documentation is lacking will receive 4 points</li> <li>● provide flow benefits that are of a moderate level of significance and is supported by thorough and well-presented documentation will receive 3 points</li> <li>● provide flow benefits that are of a moderate level of significance but the quality of the supporting documentation is lacking will receive 2 points</li> <li>● provide limited flow benefits of low significance will receive 1 point</li> <li>● Proposals that do not improve upon a waterbodies limiting factor(s), or provide significant flow benefits will receive a score of zero</li> </ul>	2	(0-5)	10

<sup>2</sup> Scoping/ Implementation Category 1 proposals will be scored on the anticipated stream flow enhancement made possible as a result of the proposal submitted.

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>3. Project Outcomes - Durability of Investment</b>  <u>Implementation (Category 2) and Acquisition Projects</u>            The extent to which the project will deliver sustainable flow enhancements in the long-term (e.g. 20 years).</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>• Proposals that legally protect instream flow dedications or provide durable improvements to limiting factors impacting stream flow and provide a well-defined long-term management and maintenance plan for perpetuity will receive 5 points</li> <li>• Proposals that legally protect instream flow dedications or provide durable improvements to limiting factors impacting stream flow and provide a well-defined long-term management and maintenance plan for a minimum of 20 years will receive 4 points</li> <li>• Proposals that legally protect instream flow dedications or provide durable improvements to limiting factors impacting stream flow and provide a well-defined long-term management and maintenance plan for less than 20 years will receive 3 points</li> <li>• Proposals that do not legally protect instream flow dedications or provide durable improvements to limiting factors impacting stream flow and provide a less-than-well-defined long-term management and maintenance plan for less than 20 years will receive 1 to 2 points</li> <li>• Proposals that provide an inadequate long-term management and maintenance plan will receive a score of zero</li> </ul> <p><u>Scoping/ Implementation Category 1/ Scientific Study Projects</u>            The extent to which the project will generate information and associated products (e.g., publications, models) that will inform water and natural resource policy and management decisions <u>influencing future stream flow enhancement opportunities</u>.</p> <ul style="list-style-type: none"> <li>• Can the work produce results/outcomes over the duration of the project?</li> <li>• Are products of value likely from the project?</li> <li>• Is there a plan for widespread and effective dissemination of information gained from the project?</li> <li>• Will the information produced by the project be useful to resource managers and policy-makers?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1	0-5	5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>4. Climate Change Considerations</b>            To what extent does the proposal describe susceptibility of the project target(s) (flow, habitat and/or species) to climate change impacts and how the project accounts for and provides for adaptation to those known or potential climate change impacts anticipated at the project site?</p> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1	0-5	5
<b>Technical / Scientific Merit</b>			
<p><b>5. Purpose and Background</b></p> <ul style="list-style-type: none"> <li>• The proposal includes a detailed description of the project purpose (i.e. the limiting factor(s) the project will reduce) and background (e.g. how did the problem develop? What are the current/existing baseflow conditions), including sufficient rationale to justify the project need. Project clearly meets specific goals and funding priorities of the SFEP.</li> <li>• Are the goals, objectives, hypotheses, and questions clearly stated, reasonable and internally consistent?</li> <li>• Are the project location and boundaries clearly delineated?</li> <li>• Are the anticipated improvements addressing the limiting factor(s) quantified?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	2	0-5	10
<p><b>6. Approach and Feasibility</b></p> <ul style="list-style-type: none"> <li>• Is the project description sufficiently detailed to highlight projects objectives, goals, and deliverables to serve as a statement of work for a grant agreement?</li> <li>• Is the approach well designed and appropriate for meeting the objectives of the project?</li> <li>• Is the project technically feasible from a biological and engineering perspective?</li> <li>• Are the means by which each element of the project to be implemented (e.g., methods/ techniques used, materials and equipment used, etc.) adequately described?</li> <li>• Does the project apply methods and technologies that are appropriate, understood, and well proven?</li> <li>• If not, does the proposal provide an adequate basis for the use of new or innovative technology or practices?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1.5	0-5	7.5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>7. Scientific Merit - Scientific Basis</b>            The scientific basis of the project is clearly described (e.g. provided a clearly articulated conceptual model, if applicable) and based on the best available science.</p> <p>Are the outcomes reasonable given the approach?</p> <p><u>Scoping/ Implementation Category 1 and Scientific Study Projects – Additional Considerations</u></p> <ul style="list-style-type: none"> <li>• Is the idea timely and important? Is the study justified relative to existing knowledge?</li> <li>• Extent to which the project will address key scientific uncertainties and fill important information gaps.</li> <li>• Is the project likely to generate novel information, methodologies, and approaches or inform future projects likely to lead to enhanced flow?</li> <li>• How does the proposed study build upon existing knowledge in the watershed?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1	0-5	5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>8. Specific Category Considerations</b>  <b>Acquisition and Implementation Category 2 Projects – Project Monitoring and Reporting</b>  The proposed approach will be evaluated in the context of the project type, objectives, scale, and complexity of the project.</p> <ul style="list-style-type: none"> <li>• Does the project’s Monitoring and Reporting Plan demonstrate a clear and reasonable approach for monitoring, assessing, and reporting project effectiveness / performance consistent with the project’s objectives?</li> <li>• Are the performance measures appropriate and adequate to demonstrate the project’s outcomes?</li> <li>• Does the proposal leverage existing monitoring efforts or produce data that can be readily integrated with such efforts, where applicable/feasible?</li> <li>• Does the proposal contain a description of baseline monitoring that would be or has already been conducted, in order to support effectiveness monitoring and does it appear to be reasonable?</li> </ul> <p><b>Scoping, Implementation Category 1, and Scientific Study Projects</b></p> <ul style="list-style-type: none"> <li>• Does the proposal contain a description of baseline monitoring that would be or has already been conducted, in order to support future effectiveness monitoring and does it appear to be reasonable?</li> <li>• Is the idea timely and is there strong opportunity for progress?</li> <li>• Does the project have partial support and commitments that can be greatly enriched by focused short-term funding?</li> <li>• Is the study justified relative to existing knowledge?</li> <li>• To what extent does the project address key scientific uncertainties and fill important information gaps?</li> <li>• Is the project likely to generate novel information, methodologies, or approaches?</li> <li>• Does the project have a high potential to address and resolve areas of scientific conflict?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2)</p>	2	0-5	10

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>9. Data Management and Access</b> Extent to which the proposal clearly demonstrates the means by which data and other information generated by the project will be handled, stored, and made publicly available.</p> <ul style="list-style-type: none"> <li>Does the proposal identify which databases the project data will be included in and, where appropriate, made compatible with existing databases to support statewide data needs?</li> <li>Where applicable, will geospatial data be delivered to CDFW in an <a href="#">ESRI</a>-useable format where applicable and documented with metadata in accordance with the <a href="#">CDFW Minimum Data Standards</a></li> <li>If water quality data will be collected by the project, does the proposal discuss integration of data into the State Water Resources Control Board's <a href="#">California Environmental Data Exchange Network</a> (CEDEN) or <a href="#">Groundwater Ambient Monitoring Assessment</a> (GAMA) Program?</li> <li>If the project involves restoration of wetland or riparian areas, does the proposal discuss uploading project data into the EcoAtlas?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	0.5	0-5	2.5
<b>Organizational Capacity</b>			
<p><b>10. Project Team Qualifications</b> The proposal clearly demonstrates that the project team has the qualifications, experience, and capacity to perform the proposed tasks.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>Proposals that demonstrate an appropriate level of expertise and, where applicable, successful completion of previously funded grants will receive 5 points.</li> <li>Proposals that demonstrate an appropriate level of expertise and, where applicable, successful completion of previously funded grants, but some key subcontractors are not named, will receive 4 points.</li> <li>Proposals in which the project team lacks some expertise, has had some problems with successful completion of previously funded grants, or some key subcontractors are not named, or named subcontractors are not appropriate for work, will receive 2 to 3 points</li> <li>Proposals in which the project team lacks a lot of expertise and/or has had many problems with successful completion of previously funded projects, or no key subcontractors are named, will receive 1 point</li> <li>Proposals in which the project team is unqualified, there have been persistent problems with completing previously funded grants, or problematic subcontractors are identified will receive a score of zero</li> </ul>	1	0-5	5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>11. Schedule and Deliverables</b> The proposed schedule demonstrates the sequence and timing of project tasks, reasonable milestones, and deliverables. The tasks in the schedule align with the tasks in the project description.</p> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1.5	0-5	7.5
<b>Project Costs</b>			
<p><b>12. Budget</b> The proposed budget and justification are appropriate to the work proposed, cost effective, and sufficiently detailed to describe project costs. The tasks shown in the budget justification are consistent with the tasks shown in the project description and schedule.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>● Proposals for which the budget is detailed, accurate, and considered reasonable will receive 5 points</li> <li>● Proposals for which the budget appears reasonable, contains moderate detail, inaccuracies or unspecified lump sums of up to 20 percent of the total budget will receive 3 to 4 points</li> <li>● Proposals for which the budget lacks sufficient detail, includes; many inaccuracies, unspecified lump sums of 20 to 50 percent of the total budget, or inappropriate costs will receive 1 to 2 points</li> <li>● Proposals for which the budget lacks sufficient detail, is inaccurate, contains unspecified lump sums exceeding 50 percent of the total budget, or is not cost effective will receive a score of zero</li> </ul>	1	0-5	5
<p><b>13. Budget Justification</b> The proposed Budget Justification is appropriate to the work proposed, and sufficiently detailed to describe project costs by task (for both WCB requested cost and cost share.) The tasks shown in the Budget Justification are consistent with the tasks shown in the Project Narrative and schedule.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>● Proposals for which the Budget Justification is considered reasonable, shows detailed cost breakdown by task and clear justification of both WCB requested costs and cost share will receive 5 points</li> <li>● Proposals for which the Budget Justification appears reasonable, contains moderate detail by task and moderate detail for justification of both WCB requested costs and cost share will receive 3 to 4 points</li> <li>● Proposals for which the Budget Justification is insufficient, contains little detail by task, and little detail to justify either WCB requested costs and cost share will receive 1 to 2 points</li> <li>● Proposals for which the Budget is insufficient, contains no detail by task, and no detail to justify both WCB requested costs and cost share will receive a score of zero</li> </ul>	1	0-5	5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>14. Leverages Other State Funds</b> To what extent does the proposal leverage other state funds (cash or in-kind services)?</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>• Proposals in which &gt;40% of the budget is funded by leveraging other state funds will receive 5 points</li> <li>• Proposals in which 31-40% of the budget is funded by leveraging other state funds will receive 4 points</li> <li>• Proposals in which 21-30% of the budget is funded by leveraging other state funds will receive 3 points</li> <li>• Proposals in which 11-20% of the budget is funded by leveraging other state funds will receive 2 points</li> <li>• Proposals in which 1-10% of the budget is funded by leveraging other state funds will receive 1 point</li> <li>• Proposals that do not leverage other state funds (0%) will receive a score of zero</li> </ul>	0.5	0-5	2.5
<p><b>15. Non-State Cost Share Funds</b> To what extent does the proposal provide private, federal, or local cost share? Cost share includes cash and in-kind services.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>• Non-state cost share of &gt;40% will receive 5 points</li> <li>• Non-state cost share of 31-40% will receive 4 points</li> <li>• Non-state cost share of 21-30% will receive 3 points</li> <li>• Non-state cost share of 11-20% will receive 2 points</li> <li>• Non-state cost share of 1-10% will receive 1 point</li> <li>• Non-state cost share of 0% will receive a score of zero</li> </ul>	1	0-5	5
<b>Community/Stakeholder Support</b>			
<p><b>16. Community Support and Collaboration</b></p> <ul style="list-style-type: none"> <li>• Does the project have broad-based public and institutional support, at the local, regional, or larger scale?</li> <li>• Does the applicant demonstrate that the community is engaged in the project by providing funds, in-kind contributions (i.e., administrative/ technical services, labor, materials, equipment, etc.), partnerships, or other evidence of support?</li> <li>• Does the applicant describe efforts to include stakeholders in project planning, design, outreach/education, implementation, monitoring, maintenance, etc.?</li> </ul> <p><u>Scoring:</u> See Standard Scoring Criteria (see section 5/2).</p>	1.5	0-5	7.5

Criteria <sup>1</sup>	Weight Factor	Point Value	Maximum Criteria Score
<p><b>17. Disadvantaged Communities</b>            The extent to which the project benefits a disadvantaged community as defined in California Water Code Section 79702(j) (refer to Section 3.10. Disadvantaged Community).</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> <li>Projects that are located within and provide benefits to one or more disadvantaged communities will receive 5 points</li> <li>Projects that are either located within but do not provide benefits to a disadvantaged community, or are not located within a disadvantaged community but provide benefits to one or more disadvantaged communities will receive 3 points</li> <li>Projects that are not located within a disadvantaged community and do not provide benefits to a disadvantaged community will receive a score of zero</li> </ul>	0.5	0, 3, 5	2.5
<b>Applicability to Solicitation Priorities</b>			
<p><b>18. Applicability to Solicitation Priorities</b>            Does the project align with the funding priority? Will the project likely lead to, or result in, a meaningful stream flow enhancement? Justify your determination in the comment box.</p> <p><u>Scoring:</u> Technical reviewers will provide a written justification addressing the proposals applicability to the Solicitation Priorities (i.e. does the proposal enhance flow?).</p>	N/A	N/A	N/A
<b>Total Possible Score</b>			<b>100</b>

## 6 REQUIREMENTS IF FUNDED

### 6.1 Awards

The final funding decisions will be made by the Wildlife Conservation Board. Successful applicants will work with an assigned WCB grant manager to develop the grant agreement.

### 6.2 Grant Agreement

Development of grant agreements will begin following announcement of awards. Grants executed as result of this solicitation will use standard SFEP program grant templates unless WCB legal counsel determines that use of a modified or alternate form is necessary. The applicant must submit additional forms before an agreement is prepared and executed. The applicable forms described in this section are for informational purposes only. **Do not submit these forms with your proposal.** Applicants are required to complete, sign, and return the forms when projects are approved for funding. These additional forms include:

- Payee Data Record form (STD. 204)
- Federal Taxpayer ID Number
- Authorizing Resolution (if applicable)

Grant agreements are not executed until signed by both the authorized representative of the grant recipient and WCB. Work performed prior to the start date of a grant agreement will not be reimbursed.

### Responsibility of the Grantee

Successful applicants will be responsible for carrying out the work agreed to and for managing finances, including but not limited to, invoicing, payments to subcontractors, accounting and financial auditing, and other project management duties including reporting requirements. All eligible costs must be supported by appropriate documentation. State auditing requirements are described in Appendix D of the [Guidelines](#).

### Invoicing and Payments

Grant agreements, with the exception of Acquisition grants, will be structured to provide for payment in arrears of work being performed. Funds cannot be disbursed until there

is an executed grant agreement between WCB and the project applicant. Payments will be made on a reimbursement basis (i.e., the grantee pays for services, products or supplies, submits an invoice that must be approved by the WCB grant manager, and is then reimbursed by WCB). Funds for construction will not be disbursed until all of the required environmental compliance and permitting documents have been received by WCB.

### **Performance Retention**

WCB may retain from the grantee's reimbursements, for each period for which payment is made, an amount equal to 10 percent of the invoiced amount, pending satisfactory completion of the task or grant. Retention withholding will be modified in the following circumstances:

- WCB will not withhold performance retention from payments for conservation easement acquisition or fee-title land acquisition.

### **Loss of Funding**

Work performed under the grant agreement is subject to availability of funds through the State's normal budget process. If funding for the grant agreement is reduced, deleted, or delayed by the Budget Act or through other budget control actions, WCB shall have the option to either cancel the grant agreement, offer to the grantee a grant agreement amendment reflecting the reduced amount, or to suspend work. In the event of cancellation or suspension of work, WCB shall provide written notice to the grantee and be liable for payment for any work completed pursuant to the agreement up to the date of the written notice and shall have no liability for payment for work undertaken after such date. In the event of a suspension of work, WCB may remove the suspension of work through written notice to the grantee. WCB shall be liable for payment for work completed from the date of written notice of the removal of the suspension of work forward, consistent with other terms of the grant agreement. In no event shall WCB be liable to the grantee for any costs or damages associated with any period of suspension invoked pursuant to this provision, nor shall WCB be liable for any costs in the event that, after a suspension, no funds are available and the grant agreement is then cancelled based on budget contingencies.

Actions of the State that may lead to suspension or cancellation include, but are not limited to:

- Lack of appropriated funds.

- Executive order directing suspension or cancellation of grant agreements.
- WCB or California Natural Resources Agency directive requiring suspension or cancellation of grant agreements.

Actions of the grantee that may lead to suspension or cancellation of the grant agreement include, but are not limited to:

- Withdrawing from the grant program
- Failing to acquire land at an approved fair market value
- Losing willing seller(s)
- Failing to submit required documentation within the time periods specified in the grant agreement
- Failing to submit evidence of environmental or permit compliance as specified by the grant agreement
- Changing project scope without prior approval from WCB
- Failing to complete the project
- Failing to demonstrate sufficient progress
- Failing to comply with pertinent laws

### **6.3 Signage**

Successful applicants must include signage, to the extent practicable, informing the public that the project received funds through WCB from the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (CWC §79707[g]). At a minimum, project signs will display logos for WCB and the Water Quality, Supply, and Infrastructure Improvement Act of 2014.

## **7 DEFINITIONS AND LINKS**

### **7.1 Definitions**

#### **Acquisition**

Acquisition means obtaining a fee interest or any other interest in real property, including, easements, leases, water, water rights, or interest in water obtained for the purposes of instream flows and development rights (CWC §79702[a]).

#### **Conjunctive Use**

Conjunctive use is the practice of storing surface water in a groundwater basin in wet years to be available for withdrawal in dry years.

**Disadvantaged Community**

Disadvantaged community means a community with an annual median household income that is less than 80 percent of the statewide annual median household income (CWC §79505.5).

**Eligible Entities**

Eligible entities are public agencies, nonprofit organizations, public utilities, federally recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies (CWC §79712[a]).

**Enhanced Stream Flow**

Enhanced stream flow is a change in the amount, timing and/or quality of the water flowing down a stream, or a portion of a stream, to benefit fish and wildlife.

**Federally Recognized Indian Tribe**

Federally recognized tribes are those Indian tribes that are recognized by the United States Department of the Interior, Bureau of Indian Affairs and listed annually in the Federal Register.

**Forbearance**

Forbearance is refraining from doing something that one has a legal right to do; in this case, refraining from using a legal water right.

**Hydrograph**

A Hydrograph is the rate of flow (discharge) versus time past a specific point in a river, or other channel or conduit carrying flow. The rate of flow is typically expressed in cubic meters or cubic feet per second (cms or cfs).

**Instream Flows**

Instream Flows are a specific stream flow, measured in cubic feet per second, at a particular location for a defined time, and typically following seasonal variations (CWC §79702(m)).

**Limiting Factor**

Flow conditions that limit the growth, abundance, or distribution of a target organism or a

population of organisms in a stream.

### **Mountain Meadows**

For the purposes of this Solicitation, mountain meadows include wet meadow, fresh emergent wetland, riverine, lacustrine, aspen, and montane riparian as described in [California Wildlife Habitat Relationships](#) (CWHR, Mayer and Laudenslayer 1988).

### **Mutual Water Companies**

Mutual water companies are any private corporation or association organized for the purposes of delivering water to its stockholders and members at cost, including use of works for conserving, treating and reclaiming water. Mutual water companies are organized under California Corporations Code Section 14300. To be eligible for funding, proposals must have a clear and definite public purpose and benefit the customers of the water system and not the investors.

### **Nonprofit Organization**

Nonprofit organization means an organization qualified to do business in California and qualified under §501(c)(3) of Title 26 of the United States Code (CWC §79702[p]).

### **"Paper" water**

Paper water refers to water rights that may not be available in an over-allocated waterway.

### **Performance Measure**

A performance measure is a quantitative measure used to track progress toward a project objective/desired outcome.

### **Public Agency**

Public agency means a state agency or department, special district, joint powers authority, county, city, city or county, or other political subdivision of the state (CWC §79702[s]).

### **Public Utilities**

Public utilities are privately owned electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies that are regulated by the Public Utilities Commission. To be eligible for funding, proposals must have a clear and definite public purpose and benefit the customers of the water system and not the

investors.

### **State Indian Tribe**

State Indian tribes are those Indian tribes that are listed on the Native American Heritage Commission's California Tribal Consultation List.

### **State Wildlife Action Plan**

The [State Wildlife Action Plan \(SWAP\)](#) is the key wildlife conservation planning tool for California. The SWAP takes an ecosystem approach for conserving California's fish and wildlife resources by identifying strategies intended to improve conditions of Species of Greatest Conservation Need and the habitats upon which they depend (CDFW 2015). The SWAP 2015 Update is a guide for resource managers, conservation partners, and the public in how they can participate in conserving California's precious natural heritage.

### **Water Right**

A Water Right is a legal entitlement authorizing water to be diverted from a specified source and put to a beneficial, non-wasteful use (CWC §79702(ab)).

### **“Wet” Water**

“Wet” Water is the water appropriated within a water right that can be delivered even in an over-allocated waterway.

### **Wetlands**

Wetlands are lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. For purposes of this classification, wetlands must have one or more of the following three attributes: (1) at least periodically, the land supports predominantly hydrophytes; (2) the substrate is predominantly undrained hydric soil; and (3) the substrate is non-soil and is saturated with water or covered by shallow water at some time during the growing season of each year (Cowardin et al. 1979).

## **7.2 Links**

### **State Departments and Programs:**

[Wildlife Conservation Board](#)

- [WCB Strategic Plan](#)
- [WCB Guidelines](#)
- [Proposition 1 FAQ](#)

### **California Department of Fish and Wildlife**

- [Grant Opportunities](#)
- [Proposition 1 Restoration Grant Programs](#)
- [ERP Conservation Strategy](#)
- [State Wildlife Action Plan](#)
- [California Wildlife Habitat Relationships \(CWHR\)](#)
- [Coho Salmon Habitat Enhancement Leading to Preservation Act \(Coho HELP Act, AB 1961, Huffman\)](#)
- [Habitat Restoration and Enhancement Act of 2014 \(AB 2193, Gordon\)](#)
- [Priority Unscreened Diversion List for the Central Valley](#)

### **California Conservation Corps**

- [Proposition 1](#)

### **California Natural Resources Agency**

- [Bond Accountability](#)
- [California EcoRestore](#)

### **California Department of Conservation**

- [Watershed Program](#)

### **California Department of Industrial Relations**

#### **California Department of Water Resources**

- [Integrated Regional Water Management](#)

#### **State Water Resources Control Board**

- [California Environmental Data Exchange Center](#)
- [eWRIMS – Electronic Water Rights Information Management System](#)
- [Financial Assistance Application Submittal Tool \(FAAST\)](#)
- [Surface Water Ambient Monitoring Program](#)

### **Other Relevant Resources:**

#### **[A Practitioner’s Guide to Instream Flow Transactions in California \(SWIFT\)](#)**

#### **[California Aquatic Resources Inventory](#)**

#### **[California Rapid Assessment Method](#)**

## [California Water Action Plan](#)

## [California Wetland Monitoring Workgroup](#)

### **CEQA Information**

- [Summary](#)
- [California State Clearinghouse Handbook](#)

### **Climate Change Information**

- [CDFW's Climate Science Program](#)
- [Safeguarding California: Reducing Climate Risk](#)
- [National Fish, Wildlife, and Plants Climate Adaptation Strategy](#)

### **Coastal Wetlands Information**

- [United States Environmental Protection Agency](#)

### **Disadvantaged Community Information**

- [Disadvantaged Communities Mapping Tool](#)

## [EcoAtlas](#)

### **Enabling Legislation**

- [Water Quality, Supply, and Infrastructure Improvement Act of 2014 \(Proposition 1\)](#)

### **Metadata Information**

- [Biogeographic Information and Observation System \(BIOS\)](#)
- [Federal Geographic Data Committee](#)

### **Mutual Water Companies**

- [California Corporations Code §14300](#)

## [National Oceanic Atmospheric Administration](#)

### **NEPA Information**

- [United States Environmental Protection Agency](#)

### **Recovery Plans for Coho Salmon, Steelhead, and Chinook Salmon**

- [2013 Task List for the Steelhead Restoration and Management Plan for California \(DFG 1996\)](#)
- [Recovery Strategy for California Coho \(DFG 2004\)](#)
- [Coho Salmon Recovery Tasks](#) – this site contains the most recent changes to the Coho Recovery Strategy and must be used for task selection instead of the original document (above)

- [Southern California Steelhead Recovery Plan NOAA Final Version: January 2012](#)
- [South-Central California Steelhead Recovery Plan NOAA Final: September 2013](#)
- [Recovery Plan for Evolutionarily Significant Unit of Central California Coast Coho Salmon Final Plan: September 2012](#)
- [List of Central California Coast Coho Salmon Recovery Actions](#)
- [Recovery Plan for the Evolutionarily Significant Unit of Southern Oregon/Northern California Coast Coho Salmon Public Final: September 2014](#)
- [Recovery Plan for the Evolutionarily Significant Units of Sacramento River Winter-Run Chinook Salmon and Central Valley Spring-Run Chinook Salmon and the Distinct Population Segment of California Central Valley Steelhead NOAA Final: July 2014](#)
- [Coastal Multispecies Recovery Plan, North Central California Coast Recovery Domain: California Coastal Chinook Salmon, Northern California Steelhead, Central California Coast Steelhead NOAA Public Draft: October 2015](#)

#### **Sacramento-San Joaquin Delta**

- [Map of Legal Delta](#)
- [Statutory Definition of Legal Delta \(CWC §12220\)](#)

#### **United States Fish and Wildlife Service**

#### **United States Forest Service**

#### **Water Conservation and Efficiency Plans**

- [U.S. Environmental Protection Agency](#)
- [Alliance for Water Efficiency](#)

## Appendix A

## California Conservation Corps and Certified Community Conservation Corps

### Proposition 1 - Water Bond Guidelines – Chapter 6

#### ***Corps Consultation Process***

2017

This process has been developed to ensure compliance with Division 26.7 of the Water Code, Chapter 6, Section 79734 that specifies the involvement of the California Conservation Corps (CCC) and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Section 79734 states “For restoration and ecosystem protection projects funded pursuant to this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps ***shall be used whenever feasible.***”

Applicants for funds to complete restoration and ecosystem protection projects shall consult with representatives of the CCC AND the CALCC, the entity representing the certified community conservation corps, to determine the feasibility of the Corps participation. Unless otherwise exempted (see notes below), applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. CCC and CALCC have developed the following consultation process for inclusion in Prop 1 – Chapter 6 project and/or grant program guidelines:

Step 1: Applicants are encouraged to reach out to both Corps early in the process as you’re developing the proposal to determine how Corps can be included. Applicant prepares the following information for submission to both the CCC and CALCC:

- Project Title
- Project Description (identifying key project activities and deliverables)
- Project Map (showing project location)
- Project Implementation estimated start and end dates

Step 2: Applicant submits the forgoing information via email concurrently to the CCC AND CALCC representatives:

California Conservation Corps representative:

Name: Nick Martinez

Email: [Prop1@ccc.ca.gov](mailto:Prop1@ccc.ca.gov)

Phone: (916) 341-3157

California Association of Local Conservation Corps representative:

Name: Dominique Lofton  
 Email: [inquiry@prop1communitycorps.org](mailto:inquiry@prop1communitycorps.org)  
 Phone: 916-426-9170 ext. 0

Step 3: Within five (5) business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

- (1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or
- (2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to 5 days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss the Corps' project costs and feasibility **early in the project development process.**

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than 5 business days before a deadline.

Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document. If the Corps determine their participation is feasible, the applicant must describe the project components involving Corps in the application and provide an estimated budget for that component.

Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps have been consulted will be deemed "noncompliant" and will not be considered for funding.

#### **NOTES:**

1. The Corps already have determined that it is not feasible to use their services on projects that solely involve Planning, Acquisition, or Scientific Studies with no field work. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document and submit the completed form as

- part of their application. A completed Consultation Review Document must be submitted as part of the application in all instances.
2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant's future applications for Chapter 6 Funds.

# California Conservation Corps and Certified Community Conservation Corps

## Proposition 1 - Water Bond

### *Corps Consultation Review Document*

2017

Unless an exempted project, this Corps Consultation Review Document must be completed by California Conservation Corps and Certified Community Conservation Corps staff and accompany applications for projects or grants seeking funds through Proposition 1, Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds. Non-exempt applications that do not include this document demonstrating that the Corps have been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant:

Project Title:

Department/Conservancy to which you are applying for funding:

#### **To be completed by Applicant:**

Is this application solely for planning, acquisition, or a scientific study with no field work?

- Yes (application is exempt from the requirement to consult with the Corps. Applicant submits completed form as part of the application)
- No (proceed to #2)

#### **To be completed by Corps:**

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)

- It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).
- 
- 

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE (5) BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AS PART OF THE PROJECT APPLICATION.

IF THE CORPS DETERMINE IT IS FEASIBLE TO USE THEIR SERVICES ON THE PROJECT, APPLICANT WILL COORDINATE WITH CORPS TO DEVELOP ESTIMATED COSTS FOR THOSE SERVICES FOR INCLUSION IN THE BUDGET.

## Appendix B

Please use Excel version on <https://wcb.ca.gov/>

## Budget – Work Sheet A

<b>Applicant Budget - Only Include Amounts Requested From WCB</b>			
<b>&lt;&lt; Insert Project Title &gt;&gt;</b>			
<b>A. PERSONNEL SERVICES (Ensure that all personnel are described in the project)</b>			
<b>Project Role</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount Requested From WCB</b>
<i>Project Manager</i>	0.00	\$ -	\$ -
<i>Field Technician</i>	0.00	\$ -	\$ -
<i>&lt;Insert or delete line items as needed&gt;</i>	0.00	\$ -	\$ -
<b>Subtotal Personnel Services</b>			\$ -
Staff Benefits		0.00%	\$ -
<b>SUBTOTAL A : PERSONNEL SERVICES</b>			\$ -
<b>B. OPERATING EXPENSES: GENERAL</b>			
<i>General Expenses</i>			\$ -
<i>Field Supplies</i>			\$ -
<i>Permit Fees</i>			\$ -
<i>Travel (See General Grant Provisions for applicable travel reimbursement rates)</i>			\$ -
<i>&lt;Insert or delete line items as needed&gt;</i>			\$ -
<b>SUBTOTAL B : OPERATING EXPENSES: GENERAL</b>			\$ -
<b>C. INDIRECT CHARGES (Maximum Indirect Rate 20%)</b>			
		<b>Indirect Rate (Max 20%)</b>	
Indirect Charges = (Subtotal A + Subtotal B) * (Indirect Rate)		0.00%	\$ -
<b>SUBTOTAL C : INDIRECT CHARGES</b>			\$ -

<b>D. OPERATING EXPENSES: SUBCONTRACTORS</b> <i>(Ensure all subcontractor tasks are described in Project Proposal)</i>	
Subcontractor 1 Role	\$ -
Subcontractor 2 Role	\$ -
<Insert or delete line items as needed>	\$ -
<b>SUBTOTAL D : OPERATING EXPENSES: SUBCONTRACTORS</b>	\$ -
<b>E. OPERATING EXPENSES: EQUIPMENT</b> <i>(See General Grant Provisions for equipment definitions.)</i>	
<Insert or delete line items as needed>	\$ -
<Insert or delete line items as needed>	\$ -
<b>SUBTOTAL E : OPERATING EXPENSES: EQUIPMENT</b>	\$ -
<b>F. GRAND TOTAL (A + B + C + D + E)</b>	
	\$ -

Please use Excel version available on <https://wcb.ca.gov/>

**Work Sheet B**

<b>Budget Justification</b>					
<b>Applicant</b>					
<b>Project Title</b>					
Task Number/Name	Activity/ Equipment/ Subcontractor/ Travel	Unit Cost (e.g., per unit cost for equipment, supplies)	Total Cost Share (Non-WCB Funds)	Total WCB Requested Cost	Justification (Please provide a short justification of budget item and cost, for WCB Requested Cost and Cost Share)
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	

		\$	\$	\$	-
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Please use Excel version available on <https://wcb.ca.gov/>

## Work Sheet C

<b>Cost Share Table</b>							
<b>Project Title</b>							
<b>Applicant</b>							
<b>Insert Entity Name and Name of Grant Program, if applicable</b>	<b>Cash <sup>1</sup></b>	<b>Status S, U (secured, unsecured)</b>	<b>Date Awarded /Anticipated Award Date</b>	<b>Date Cash Expires</b>	<b>In-kind <sup>1</sup></b>	<b>Brief summary of how cost share resources will be applied to project (where applicable, link to tasks identified in the Project Narrative, e.g., Task 3 – project construction activities at site 1a).</b>	<b>Total</b>
<b>WCB Prop 1 (See Applicant Budget)</b>	\$ -	N/A	N/A	N/A	N/A	N/A	\$ -
<b>Applicant</b>	\$ -		N/A	N/A	\$ -		\$ -
<b>Other State Agency(ies)</b> <i>(insert additional rows as needed, to identify each agency)</i>	\$ -				\$ -		\$ -
<b>Federal Agency(ies)</b> <i>(insert additional</i>	\$ -				\$ -		\$ -

<i>rows as needed, to identify each agency)</i>							
<b>Other sources including Project Partners</b> <i>(insert additional rows as needed, to identify each partner)</i>	\$ -				\$ -		\$ -
<b>Total Project Cost</b>	\$ -	N/A	N/A	N/A	\$ -	N/A	\$ -

<sup>1</sup> If awarded cost share must be used to support the proposed project, must be spent during the grant term, and must be secured prior to grant award.

Please use Excel version available on <https://wcb.ca.gov/>

**Work Sheet D - Project Summary**

PROJECT TYPE (i.e. Planning, Scientific Studies, Monitoring, and Assessment, Implementation, OR Acquisition)	PROPOSAL TITLE	DESCRIPTION (i.e. Brief description from page 3 of Applicant)	APPLICANT	WATERSHED	etc...
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## Appendix C- SFEP Application

(see <https://wcb.ca.gov/> for editable document)