



Wildlife Conservation Board

Climate Adaptation and Resilience Program

Proposal Solicitation Notice

The Wildlife Conservation Board (WCB) is seeking high quality grant proposals for climate adaptation and resiliency projects that result in enduring benefits. This 2018 Proposal Solicitation Notice (PSN) allows for the following project types:

- Projects that provide conservation easements and long-term conservation agreements that conserve natural and working lands for at least 50 years for the benefit of climate adaptation and resilience. At least 60 percent of the funds shall be made available for grants for this purpose.
- Projects that develop and implement natural and working lands adaptation and resiliency planning that prioritizes the conservation and management of natural and working lands, provides technical assistance for natural and working land managers, and supports efforts that improve rural-urban coordination on climate change adaptation.

This document provides general eligibility information as well as priorities, pertinent dates, scoring criteria, and important documents specific to the 2018 grant cycle. Potential applicants are strongly encouraged to read the Climate Adaptation and Resiliency Program Guidelines (Guidelines), this PSN and any associated documents prior to deciding to submit a proposal.

Technical Guidance

It is recommended that applicants use, at a minimum, the following technical guidance documents and sources before submitting a proposal: California's climate adaptation strategy (Safeguarding California Plan), WCB Strategic Plan, State Wildlife Action Plan, California Department of Fish and Wildlife's Areas of Strategic Emphasis 3.0, and California Air Resources Board's Funding Guidelines for Agencies that Administer California Climate Investments (ARB 2017).

PROJECT REQUIREMENTS

Eligibility

Entities eligible to submit grant proposals in response to this PSN include local governments, park and open-space districts, resource conservation districts, private landowners, and nonprofit organizations.

PROGRAM PRIORITIES

Program Priorities

The Climate Adaptation and Resiliency Program (Program) supports the following priorities:

Acquisition of Conservation Easements

Acquisition grants shall fund purchases of perpetual conservation easements that provide direct climate change adaptation and resilience benefits to wildlife, habitats and ecosystem services. Acquisitions must be from willing sellers and at a price that does not exceed fair market value, as set forth in an appraisal approved by the Department of General Services.

Implementation

Grants may provide for projects that restore or enhance ecosystems that result in enduring direct and measurable climate change adaptation and resilience benefits to wildlife.

Planning

Planning grants may further efforts that identify processes that lead to the successful implementation of future climate adaptation and resilience projects. These efforts may provide direct guidance for future restoration and enhancement projects, implementation strategies, or project specific activities such as preliminary design and environmental review. Planning grants are intended to support the development of projects that are likely to qualify for future implementation funding.

Technical Assistance

Grants may be used to provide guidance and technical assistance to natural and working land managers, support efforts that improve rural-urban coordination on climate adaptation and resilience, and that result in or lead to direct and measurable climate adaptation and resilience benefits.

2018 PSN Focus

WCB is seeking projects that provide adaptation and resilience to wildlife populations in the face of climate change. Technical assistance grants should provide guidance for funders of future projects and assist private and public land managers responsible for maintaining long-term habitats. Examples of project types that may be eligible in the PSNs are identified below. All projects must provide for adaptation to climate change and facilitate GHG emission reduction. These examples should not be viewed as an exhaustive list of eligible project types. Specifics concerning eligible projects may vary and will be documented in each solicitation.

- Acquisition of conservation easements to protect habitats on working or natural lands that enhance climate adaptation or resilience for wildlife, provide multiple benefits and are at the greatest risk of development.
- Acquisition of conservation easements, or restoration of habitats on protected lands, that provide connectivity to allow for movement of animals and plants to adapt to climate change or allow for inland/upland migration in response to sea level rise.
- Restoration or enhancement of ecosystems that directly and measurably enhance resilience to climate change for wildlife, using climate-smart restoration techniques.
- Projects that promote and implement reserves that provide sufficient diversity and redundancy to remain viable under a range of future climate scenarios.
- Plans to identify climate risks to wildlife (e.g., species vulnerability, habitat exposure, barriers to migration or movement, changes to stream flows, sea level rise, wildfire or flood susceptibility, invasive species) and methods to minimize or mitigate those risks.
- Projects that incorporate expected climate-induced shifts in invasive species ranges into monitoring, eradication, and control efforts.
- Enhancement of biodiversity on farms and ranches, including but not limited to establishment of hedgerows, field buffers, shelterbelts and windbreaks, riparian habitats, conservation cover, or forage and biomass plantings to increase climate adaptation and resilience.
- Development of tools that can be provided to natural and working land managers and supporting organizations to improve long-term management of ecosystems to provide resilience, and how to implement these tools in measurable and meaningful ways.

- Development of state-wide or regional models that identify areas of greatest risk and greatest resilience to climate change to be used to prioritize future climate adaptation and resilience projects.
- Efforts to integrate natural and working lands adaptation and resilience into local and regional climate action and adaptation planning.

TIMELINES AND SCORING

Deadlines

All applicants must submit a pre-application and, only if requested to do so, a full application. Pre-applications must be submitted by 5:00 PM Pacific Standard Time on **DATE**. WCB staff will evaluate pre-applications and contact applicants to provide direction as to whether or not the proposal addresses the objectives of the Program, provide direction as to the perceived strengths and weaknesses of the pre-proposal, identify any ineligible costs, and request a full proposal if appropriate. In order to be considered for funding, applicants must submit a complete proposal using the documents linked below by 5:00 PM Pacific Standard Time on **DATE**. Project proposals must be submitted to climateWCB@wildlife.ca.gov with *2018 Climate Adaptation Grant Proposal* in the subject line. All information requested in this PSN is mandatory unless otherwise indicated. Failure to complete all required application components will make the proposal incomplete. Incomplete proposals will not be scored or considered for funding.

2018 Timeline

Table 1 identifies the schedule and associated milestone activities for the 2018 grant cycle.

Table 1: Grant Cycle Timeline for 2018

Schedule	Milestone / Activity
March 22, 2018	WCB Board review of Guidelines and Solicitation
April 1, 2018	Release solicitation and application
May 1, 2018	Submit pre-application to WCB
June 1, 2018	Request full applications from successful pre-applicants
August 1, 2018	Complete project proposals due to WCB
August 1 – August 15, 2018	Administrative Review (pass/fail)
August 15 – September 30, 2018	Technical Review
September 30, 2018	Begin due diligence with highest scoring proposals
November, 2018	Potential Board Meeting for first project presentation

2018 Evaluation Criteria

Please review the Guidelines for the general Program evaluation process. The specific evaluation scoring method and evaluation of the full applications for the 2018 cycle is provided below.

An administrative review will determine if the full application 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 PSN.

Table 2: Administrative Review Evaluation Criteria

Administrative Criteria	Pass/Fail
Applicant submitted a pre-proposal	Pass/Fail
All proposal components have been completed in the required formats.	Pass/Fail
Every question has been answered. N/A is appropriate where a question is not applicable.	Pass/Fail
Applicant contact information, including person authorized to sign grant agreement, is included.	Pass/Fail
Applicant is an eligible entity.	Pass/Fail
Full proposal was received by the deadline.	Pass/Fail
Proposal represents an eligible project type.	Pass/Fail
CEQA documents are current and complete, or will be complete 15 days prior to WCB's final funding approval. Applicants are strongly encouraged to have CEQA complete by DATE .	Pass/Fail
Proposal for land acquisition contains a long-term conservation agreement that conserves natural and working lands for at least 50 years for the benefit of climate adaptation and resilience.	Pass/Fail

Scoring.

All complete and eligible proposals will be evaluated and scored by technical reviewers in accordance with the scoring criteria documented in Table 3. Technical reviewers may make narrative comments that support their scores. A project must score a minimum of 75 points to be considered for funding.

Each criterion will be scored by technical reviewers and assigned a point value between zero and five based on the extent to which the proposal addresses the criteria. Each score 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. Unless otherwise described in Table 3 below, standard scoring criteria are applied, and points are 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.

Categories with special scoring criteria are identified within Table 3 below.

Table 3: Technical Review Evaluation Criteria

Technical Review Criteria				
Category	Criteria	Weight Factor	Point Value	Max. Criteria Score
Applicability to PSN Priorities	The extent to which a project aligns with at least one of the priorities stated in this PSN, contributes to the goals of AB 32 and the State’s climate adaptation strategy (Safeguarding California Plan), and promotes and implements the California Water Action Plan, State Wildlife Action Plan and WCB’s Strategic Plan. For conservation easements, the extent to which the project improves climate adaptation and resilience over existing conditions. Scoring: standard scoring criteria	4	0-5	20
Project Outcomes – Diversity and Significance of the Co-Benefits	The extent to which a project provides multiple tangible benefits and the proposal provides sufficient analysis and documentation to demonstrate significance and a high likelihood that the benefits will be realized. Scoring: standard scoring criteria	3	0-5	15
Consistency with, and Implementation of, Regional, State and Federal Plans	Extent to which a project implements, and the proposal clearly explains its linkage to, at least one action in an existing State or federal conservation, restoration, or recovery plan, or relevant regional water plan. Scoring: standard scoring criteria	2	0-5	10
Durability of Investment/Climate Change Considerations	The extent to which a project will deliver enduring sustainable benefits. Conservation easements must provide climate adaptation benefits for 50 years at a minimum. Scoring: standard scoring criteria	2	0-5	10
Purpose and Background	The extent to which a proposal includes a detailed description of the project purpose and background, including sufficient rationale to justify the project need, contains appropriate underlying scientific basis for the proposed work, and clearly articulates the goals and objectives. Scoring: standard scoring criteria	1.5	0-5	7.5
Approach and Feasibility	The extent to which a proposal narrative is sufficiently detailed to clearly show that the approach is well designed and appropriate for meeting the objectives of the project, and adequately described to assure methods and technologies are appropriate and understood. Scoring: standard scoring criteria	1	0-5	5
GHG Emission Reductions	Extent to which a project facilitates GHG emission reduction. Scoring: standard scoring criteria	1.5	0-5	7.5

Monitoring and Reporting	<p>The extent to which a proposal demonstrates a clear and reasonable approach to monitoring project benefits, contains a reasonable baseline report, identifies performance measures, and utilizes and integrates with existing efforts.</p> <p>Scoring: standard scoring criteria</p>	1	0-5	5
Project Team Qualifications	<p>The extent to which a proposal demonstrates that the project team, and any partnership as appropriate, has the appropriate experience, facilities/equipment, and capacity to successfully perform the proposed tasks.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> • Applicant team that demonstrates an appropriate level of expertise and, where applicable, successful completion of previously funded grants will receive 4-5 points. • Applicant team that 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 • Proposals in which the project team with very limited expertise and experience and/or has had many problems with successful completion of previously funded projects, or no key subcontractors are named, will receive 0-1 point 	1	0-5	5
Schedule and Deliverables	<p>The extent to which a proposal demonstrates a logical sequence and timing of project tasks, with reasonable milestones and appropriate deliverables consistent with fund liquidation deadline of June 30, 2024, and that aligns with the tasks in the project narrative. The extent to which the proposal demonstrates the means by which data and other information generated by the project will be handled, stored, and made publicly available.</p> <p>Scoring: standard scoring criteria</p>	.5	0-5	2.5
Project Readiness	<p>Extent to which a proposal demonstrates that access to the property, environmental compliance, permitting, planning, engineering design or other necessary preparations for the project as a whole are sufficient for prompt project implementation.</p> <p>Scoring: standard scoring criteria</p>	.5	0-5	2.5

<p>Budget</p>	<p>The extent to which a proposed Budget and justification are appropriate to the work proposed, cost effective, and sufficiently detailed to describe project costs, and are consistent with the tasks shown in the project narrative and schedule.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> Proposals for which the budget is detailed, accurate, and considered reasonable will receive 5 points 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 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 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. 	.5	0-5	2.5
<p>Cost Share</p>	<p>The extent to which a project provides secured federal, State, private, or local cost share. All fund sources, including multiple sources from the GGRF, must be identified.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> Non-state cost share of >40% will receive 5 points Non-state cost share of 31-40% will receive 4 points Non-state cost share of 21-30% will receive 3 points Non-state cost share of 11-20% will receive 2 points Non-state cost share of 1-10% will receive 1 point Non-state cost share of 0% will receive a score of zero. 	.5	0-5	2.5
<p>Community Support and Collaboration</p>	<p>The extent to which a proposal demonstrates that the project has broad-based public and institutional support at the local, regional, or larger scale and that the local community and other stakeholders are engaged in project delivery.</p> <p>Scoring: standard scoring criteria</p>	.5	0-5	2.5
<p>Priority Populations</p>	<p>The extent to which a project falls within and/or provides direct, meaningful, and assured benefits to one or more disadvantaged communities, low-income communities or low-income households and meaningfully addresses an important community need, per CARB guidance.</p> <p><u>Scoring:</u></p> <ul style="list-style-type: none"> Projects that are located within and provide direct benefits to one or more disadvantaged or low-income communities will receive 5 points Projects that are either located within but do not provide direct benefits to a disadvantaged or low-income community, or are not located within a disadvantaged community but provide benefits to one or more disadvantaged communities will receive 3 points Projects that are not located within a disadvantaged or low-income community and do not provide benefits to a disadvantaged community will receive a score of zero 	.5	0-5	2.5
Maximum Score				100

PROPOSAL REQUIREMENTS

By submitting an application project proponent agrees to and understands all requirements and responsibilities as outlined in Sections 4.0 Project Approval and Implementation and Section 5.0 General Program Requirements of the Guidelines. Additional requirements are outlined below.

Environmental Compliance and Permitting

Activities funded under the Program 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. 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.

Project Monitoring and Reporting

All conservation easement acquisition and habitat restoration project proposals are required to include a Monitoring and Reporting Plan that explains specifically how climate adaptation and resilience will be measured or quantified and how project success will be evaluated and reported. Planning and technical assistance 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 planning and technical assistance projects 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., number of acres protected or restored, types and numbers of land management

practices developed and implemented).

- Outcome performance measures evaluate direct ecosystem responses to project activities (e.g., responses by target wildlife populations and responses in ecosystem function).
- 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.
- Annual monitoring reports will be required for the life of the project.

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.

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](#).

Long-term Management and Maintenance

Applicants proposing conservation easement acquisition or habitat restoration projects shall outline long-term (\geq fifty years for easements, $>$ twenty-five years for implementation projects, typically, 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.

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 the right to access the project site at least once every 36 months for conservation easements, and for all other grants, every 12 months from the start date of the grant for the life of the project. WCB shall provide advance notice to Grantee and landowners prior to accessing the project site.

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 Costs, Indirect Costs or Administrative Overhead). Incidental cost rates are limited to 20 percent of the total direct WCB award to the grantee, 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. The 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

Priority Populations

California Climate Investments also provides an opportunity to invest in projects that benefit disadvantaged communities, low-income communities, and low-income households (Priority Populations). These investments aim to improve public health, quality of life, and economic opportunity in California's most burdened communities. For additional information and guidance concerning benefits to Priority Populations, refer to the California Air Resources Board's "Draft Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit AB 1550 Populations" (CARB Funding Guidelines).

Applicants are required to use the three-step process outlined in the CARB Funding Guidelines to evaluate whether their proposed project will benefit Priority Populations. Applicants must provide a clear description of expected benefits, the link between those benefits and the needs of the community or household, and proposed metrics for tracking and reporting the benefits.

To identify an important community need, WCB recommends that applicants directly engage local residents and community-based groups. Applicants can use a variety of approaches, including hosting community meetings, workshops, or outreach efforts to get input on important community needs and documenting how the input will be considered in project design or selection; looking at individual factors in CalEnviroScreen that most impact an AB 1550 community; or receiving documentation of broad support for a proposed project from local community-based groups and residents. These approaches should have appropriate documentation reflecting the breadth and meaningfulness of these community needs. Projects claiming to benefit priority populations must be designed to avoid substantial burdens (e.g., displacement of low income disadvantaged community residents and businesses or increased exposure to toxics or other health risks).

PROPOSAL GUIDELINES, FORMS, AND TEMPLATES

Requirements as identified in the Guidelines below are mandatory unless stated otherwise. Applicants must use the templates provided below for application submittal or the application will be deemed incomplete and ineligible for funding.

[2018 Wildlife Conservation Board Climate Adaptation and Resilience Program Guidelines](#)

[2018 Climate Adaptation and Resilience Project Application \(available DATE\)](#)

[2018 Climate Adaptation and Resilience Budget Worksheets Appendices A, B, and C \(available DATE\)](#)

For questions regarding this PSN or the WCB Climate Adaptation and Resiliency Program, please contact WCB's Climate Adaptation and Resiliency Program at climateWCB@wildlife.ca.gov.