

Wetlands Restoration for Greenhouse Gas Reduction Program



California Department of Fish & Wildlife and
California Climate Investments

Proposal Solicitation Notice
Fiscal Year 2017-2018

Public Comment Deadline: May 24, 2018



FOREWORD

This document contains the California Department of Fish and Wildlife's (CDFW) Fiscal Year 2017-2018 Proposal Solicitation Notice for the Wetlands Restoration for Greenhouse Gas Reduction Program funded by Cap-and-Trade auction proceeds from the Greenhouse Gas Reduction Fund (GGRF).

CDFW is seeking grant proposals for projects designed to restore or enhance coastal tidal wetlands, Sacramento-San Joaquin Delta wetlands, or mountain meadows for the purpose of achieving quantifiable greenhouse gas (GHG) benefits and providing important co-benefits.

The Wetlands Restoration for Greenhouse Gas Reduction Program is part of California Climate Investments (CCI), a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefit residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the [California Climate Investments website](#).

Award Information

1. Total Available Funding: approximately \$12.75 million
2. Projects must be complete by February 28, 2024.

Due Date

Submit complete proposals and all supporting documentation to the [CDFW WebGrants system](#) <<<https://watershedgrants.wildlife.ca.gov>>> before 4:00 PM, PDT, on **TBD**.

Contacts

For questions about this Proposal Solicitation Notice, please contact CDFW's Watershed Restoration Grants Branch by e-mail at wetlandrestoration@wildlife.ca.gov.

Additional program information can be found at the [Wetlands Restoration for Greenhouse Gas Reduction Program website](#).

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Acronyms and Abbreviations

AB	Assembly Bill
ARB	Air Resources Board
CCI	California Climate Investments
CDFW	California Department of Fish and Wildlife
CEDEN	California Environmental Data Exchange Network
CEQA	California Environmental Quality Act
CH ₄	Methane
CLC	California Labor Code
CO ₂	Carbon Dioxide
CRAM	California Rapid Assessment Method
CWAP	California Water Action Plan
Delta	Sacramento-San Joaquin Delta
Delta Reform Act	Sacramento-San Joaquin Delta Reform Act of 2009
GGRF	Greenhouse Gas Reduction Fund
GHG	Greenhouse Gas
MOU	Memorandum of Understanding
MT CO ₂ -e	Metric Tons of Carbon Dioxide Equivalent
NEPA	National Environmental Policy Act
N ₂ O	Nitrous Oxide
NOUGA	Notice of Unrecorded Grant Agreement
SB	Senate Bill
SWAP	State Wildlife Action Plan
WRAMP	Wetland and Riparian Area Monitoring Program

1 BACKGROUND

Assembly Bill (AB) 109 (Chapter 249, Statutes of 2017) amended the Budget Act of 2017 to provide funds, payable from the Greenhouse Gas Reduction Fund (GGRF), to the California Department of Fish and Wildlife (CDFW) for wetland restoration projects that provide GHG benefits and other co-benefits. The CDFW Wetlands Restoration for Greenhouse Gas Reduction Program furthers the purposes of Assembly Bill (AB) 32 and AB 398, together referred to as the [Global Warming Solutions Act of 2006](#). Pursuant to AB 32 and AB 398, the Air Resources Board (ARB) manages a market-based [Cap-and-Trade Program](#) as a key element of its greenhouse gas (GHG) reduction strategy.

CDFW administers a portion of GGRF funds for restoration or enhancement of coastal tidal wetlands, Sacramento-San Joaquin Delta wetlands, and mountain meadow ecosystems in order to provide GHG benefits and co-benefits. The program is part of [California Climate Investments](#) (CCI), a statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas (GHG) emissions; strengthening the economy; improving public health and the environment; and providing benefits to residents of disadvantaged communities, low-income communities, and low-income households, collectively referred to as “priority populations.” Consistent with the [Global Warming Solutions Act of 2006](#), activities funded through this grant program will reduce greenhouse gases by sequestering carbon through increased biomass, increased soil organic carbon, reduced methane and/or nitrous oxide emissions, and/or reduced carbon dioxide emissions due to avoided oxidation of organic soils. Examples of co-benefits of restoring or enhancing wetlands include providing essential habitat for species of fish and wildlife, improving water supply, community engagement, soil health and conservation, and climate change adaptation.

1.1 Solicitation Schedule

Sign up for [CDFW’s Grant Opportunities](#) e-mail list to receive timeline updates.

Table 1. Proposal Solicitation Schedule

Activity	Schedule
Public comments on Draft Proposal Solicitation Notice	May 24, 2018
Release Proposal Solicitation Notice	June 2018
Application Workshop Visit the Wetlands Restoration for Greenhouse Gas Reduction Program Website or ARB CCI Events Calendar for details.	June (varied dates & times, TBD)
Proposals due before 4:00 PM, PDT	July TBD

Proposal Evaluation	August – October 2018
CDFW Director final funding approval	November 2018
Develop and execute grant agreements	December 2018 – March 2019
All project work completed. Project Closeout Summary and final invoice submitted for payment.	February 28, 2022

2 FOCUS

Up to \$12.75 million is available for award through this Proposal Solicitation Notice (Solicitation). This funding constitutes CCI in projects that restore wetlands to reduce GHG emissions and provide co-benefits. This grant program funds projects that contribute to the goals of AB 32, the State’s climate adaptation strategy ([Safeguarding California Plan](#)), and fulfill CDFW’s Mission. The Mission of CDFW is to manage California’s diverse fish, wildlife, and plant resources, and the habitats upon which they depend, for their ecological values and for their use and enjoyment by the public. In addition, projects must be consistent with and contribute to meeting the objectives of other statewide plans and priorities, including the [California Water Action Plan](#) (CWAP) and [State Wildlife Action Plan](#) (SWAP).

2.1 Eligible Applicants

Eligible applicants include public agencies (including federal agencies, State agencies, county, city, public college or university, or any other political subdivision of California), federally recognized Indian tribes, State Indian tribes listed on the Native American Heritage Commission’s California Tribal Consultation List, and nonprofit organizations qualified to do business in California and qualified under §501(c)(3) of Title 26 of the United States Code.

2.2 Eligible Activities

Eligible activities include implementation projects that restore or enhance coastal tidal wetlands, Sacramento-San Joaquin Delta wetlands, or mountain meadows in order to provide quantifiable GHG benefits and co-benefits. Projects must include monitoring and assessment activities to document GHG benefits and co-benefits achieved through project implementation.

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.

2.2.1 Coastal Tidal Wetlands

The objective of this priority is to restore coastal tidal wetlands to achieve quantifiable GHG benefits and co-benefits. Applicable projects are located within the [coastal zone](#) as defined in the California Coastal Act and the area of jurisdiction of the [San Francisco Bay Conservation and Development Commission](#). Potential co-benefits associated with restoring ecological function in coastal tidal wetlands include improved habitat for fish and wildlife, sea-level rise and inland flooding adaptation, decreased air pollution, and improved water quality. Projects may include restoration or enhancement of adjacent upland habitat if necessary as a buffer for future wetland migration with sea-level rise or between marsh and other land-use types.

2.2.2 Sacramento-San Joaquin Delta Wetlands

The objective of this priority is to fund projects designed to restore wetlands in the Sacramento-San Joaquin Delta¹ to achieve quantifiable GHG benefits and co-benefits. Potential co-benefits include subsidence reversal, sea-level rise and inland flooding adaptation, improved water quality, and improved conditions for native species. Projects should contribute to the restoration goals of [California EcoRestore](#). The geographic scope of this priority is the legal Sacramento-San Joaquin Delta as defined in California Water Code (CWC) [section 12220](#).

2.2.3 Mountain Meadows

The objective of this priority is to fund projects to restore mountain meadow ecosystems in the Sierra Nevada and Cascade ranges to achieve quantifiable GHG benefits and co-benefits. Potential co-benefits include improved groundwater storage, reduced and delayed peak flows, increased late season flow, improved water quality, reduced susceptibility to catastrophic wildfire, improved climate refugia, and improved habitat for native species.

3 PROJECT REQUIREMENTS

3.1 GHG Benefits

3.1.1 Conceptual Model

Proposals must include a conceptual model that shows how the proposed restoration activities result in net GHG benefits. The conceptual model must include a discussion of the period of time, minimum 50 years, over which the project will yield GHG benefits.

¹The conversion of row crops or other land uses to rice cultivation is not an eligible project type for the purposes of this Solicitation.

3.1.2 Quantification of GHG Benefits

The Wetlands Restoration for Greenhouse Gas Reduction Program is responsible for reporting to the California Air Resources Board (ARB) the GHG benefits, including estimated GHG emission reductions and co-benefits, resulting from funded projects in accordance with an ARB-approved quantification methodology and [Draft Revised Funding Guidelines](#). All projects are required to show a net GHG benefit and provide multiple other co-benefits.

Proposals must provide a benefit estimate of the net GHG benefit of the proposed project, taking into account relevant GHGs (carbon dioxide [CO₂], methane [CH₄], and/or nitrous oxide [N₂O]). Emissions estimates must be in metric tons of CO₂ equivalents (MT CO₂-e). Applicants must use the following ARB approved tools to estimate GHG benefits for wetlands restoration:

- [Quantification Methodology for the CDFW Wetlands Restoration for Greenhouse Gas Reduction Program](#)
- [Greenhouse Gas Reduction Calculator for the CDFW Wetlands Restoration for Greenhouse Gas Reduction Program](#)

Proposals must demonstrate that expected GHG benefits exceed what would otherwise occur in the no project (business as usual) scenario and be beyond what is otherwise already currently required by law, regulation, or legally binding mandate.

Applicants may provide additional site-specific data and alternative calculation methods to estimate GHG benefits, in addition to providing results from the wetlands restoration quantification methodologies. Attach any additional quantification methodology to the Supplemental Attachments Form in the application.

3.2 Co-Benefits

Projects must maximize economic, environmental, and public health co-benefits to the State. Proposals must include expected project co-benefits for Community Engagement, using ARB methods available at www.arb.ca.gov/cci-cobenefits.

Applicants are to include a description of other expected co-benefits from project implementation and an approach to measure and report those co-benefits. Assessment methodologies may be quantitative or qualitative.

Co-benefits may include, but are not limited to:

- Habitat or species conservation²
- Climate change adaptation

²Habitat or species conservation may include but not limited to implementation of actions found in State Wildlife Action Plan, California Water Action Plan, state and federal recovery plans, or other relevant conservation plans and programs.

- Soil health and conservation
- Community engagement
- Job creation and quality

3.3 Priority Populations

California Climate Investments provides an opportunity to invest in projects that benefit disadvantaged communities, low-income communities, and low-income households (also referred to as "priority populations"), and meets the other statutory requirements. AB 1550, AB 1532, and SB 535 provide direction on how auction proceeds must be invested in 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 "[Draft Revised Funding Guidelines](#)".

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

3.4 Environmental Compliance and Permitting

Projects funded through this Program must comply with all applicable State and federal environmental laws and regulations including CEQA, NEPA, and the Delta Reform Act. Applicants are responsible for obtaining all permits necessary to carry out the proposed work prior to commencement of project construction. Costs to complete project permitting are eligible for reimbursement through an awarded grant.

For project proposals that are not subject to a statutory exemption or eligible for a categorical exemption under CEQA, the deadline for CEQA completion is **September 30, 2018**. For purposes of this Solicitation, CDFW will consider CEQA complete when a lead agency has filed a Notice of Determination with the Office of Planning and Research for that lead agency's approval of the project. CDFW will exercise its independent judgment about whether its decision to fund a project would be subject to a statutory exemption or eligible for a categorical exemption. Costs associated with CEQA or NEPA compliance are not eligible for reimbursement through an awarded grant. Project proposals should include documentation of compliance with these requirements to the extent it is available at the time the proposal is submitted.

When applicable, projects must be consistent with the [Delta Plan](#). Applicants for projects that are likely to be considered a covered action(s) pursuant to CWC section 85057.5, shall be responsible for ensuring consistency with Delta Plan policies and timely completion of the certification of consistency process. Implementation of a

covered action may not begin until the certification process is completed. Proposals shall include a brief description of the project's consistency with the Delta Plan. If available, proposals should include a consistency determination as a supplementary document in the application.

3.5 Qualifications and Licensed Professionals

Applicants must describe projects completed by the applicant or other qualifications that demonstrate the project team has the experience, facilities/equipment, and capacity to perform the proposed tasks.

Some projects require a California licensed professional engineer or California licensed professional geologist to comply with the [Business and Professions Code, Section 6700 et seq. \(Professional Engineers Act\)](#) and [Section 7800 et seq., \(Geologists and Geophysicists Act\)](#). A registered professional shall be required to design/plan the following project types:

- Stream crossings, bridges, bottomless culverts, etc.
- Instream Bank Stabilization, slope stabilization, or grading
- Groundwater Infiltration, storage, or surface/groundwater interaction
- Monitoring Well Installation (if samples logged)
- Tide Gates

A registered professional may be required for the project activities below. Applications for these types of projects that do not include a licensed professional on the project team must provide justification.

- Grade Control Structures
- Instream Barrier Modifications
- Instream or Riparian Habitat Restoration
- Water Conservation Techniques
- Water Measuring Devices

3.6 Design Plans

Intermediate design plans (design plans at ~65% level of development) must be submitted with proposals. Proposals may include development of draft and final design plans as project activities.

Design phases are defined as follows. A Basis of Design Report must accompany all design plans:

1. Intermediate Plans (65% plans) must include:
 - a. Detailed plan views and profiles of any improvements and standard details
 - b. Detailed location and site maps indicating exactly where the project will be built and where project impacts will occur
 - c. A Basis of Design Report and supporting technical studies

2. Draft Plans (90% plans) must include:
 - a. Revisions incorporated to Intermediate Plans and details for construction, instructions for erosion and sediment control, staging areas, access, etc.
 - b. A Basis of Design Report and supporting technical studies
3. Final Plans (100% plans) must include:
 - a. These plans incorporate any revisions to Draft Plans and represent the final set of design documents. These are the plans used for construction bids.
 - b. A Basis of Design Report and supporting technical studies

3.7 Land Tenure/Site Control

AB 109 (Chapter 249, Statutes of 2017), which appropriated funding to CDFW for this Program's fiscal year 17/18 funding cycle, states that funding "shall be used for wetland restoration projects that will be managed to maintain benefits for at least 50 years, underpinned by conservation easements or equivalently enforceable conservation agreements that endure for at least 50 years." Accordingly, the expected timeframe over which the GHG benefits and co-benefits of a project funded pursuant to this PSN (Project Life) must be at least 50 years, and applicants must adequately demonstrate how they will ensure tenure and control of the properties to be improved or restored for the Project Life. If CDFW determines that an applicant has not adequately demonstrated how it will ensure tenure and control for a proposal, that proposal will not be eligible for funding.

The following are approaches that applicants might use to adequately demonstrate how they will ensure tenure and control:

- Fee title ownership
- Agreements between the fee title owner and grantee such as leases, easements, or licenses; for projects involving multiple landowners, each landowners must be a party to the agreement
- For state or federally-owned lands, an agreement between CDFW and the agency with management authority over the properties to be improved or restored

If an applicant's proposed approach to ensuring tenure and control of the properties to be improved or restored for the Project Life involves an agreement that has yet to be executed, the applicant must submit a template copy of the proposed agreement. CDFW will not execute the grant agreement for a project that relies on such a tenure and control agreement until that tenure and control agreement is executed.

In addition, the following requirements pertain to all awarded projects:

- If grantee is not the fee title owner of the property to be improved or restored and the property is not state- or federally-owned, CDFW will require the landowner to sign for the following statement in the grant agreement: “By signing below, Landowner approves the Project and authorizes Grantee, its agents, employees, representatives, invitees, contractors, and subcontractors to enter on and use the Property for all purposes necessary or appropriate to carry out the Project and the obligations of Grantee under this Agreement. Landowner agrees to ensure that any activity on or use of the Property is consistent with Purposes of Grant and the long-term management plan for the project, which is attached as an exhibit.
- CDFW may require the grantee and landowner to accept, sign, and record against the subject property a Notice of Unrecorded Grant Agreement, in a form substantially as shown in Appendix D (under development), to provide constructive notice of the Grant Agreement and CDFW’s interest in the property as grantor.
- All grant agreements will include standard language requiring that the grantee shall cause the Landowner to permit CDFW, and its employees, officers, agents, or representatives, to access the project site, as necessary, from the date of Grantor’s Notice to Proceed through the end of the Project Life for purposes of inspections and monitoring to demonstrate that site is being operated, used, and maintained consistent with the Purposes of Grant and that GHG benefits and co-benefits have been achieved. Such access shall be at times reasonably acceptable to the Landowner and the requester following written or verbal request to the grantee.
- The grantee shall not use or allow the use of any portion of the property for mitigation (i.e., to compensate for adverse changes to the environment elsewhere) without the written permission of CDFW.
- The grantee shall not use or allow the use of any portion of the property as security for any debt.
- With the approval of CDFW, the grantee or the grantee’s successor in interest in the property may enter into an agreement with another party to maintain and operate the property in accordance with the Purposes of Grant. At a minimum, the agreement must 1) clearly spell out the roles of each party in detail, 2) be signed by all parties signifying their acceptance, 3) not terminate prior to the length of site control/land tenure required by the Grant Agreement (only agreements that allow early termination for cause or by mutual consent will be acceptable) and 4) include language that in the event of cancellation responsibility for ongoing operations and maintenance would revert to the grantee or the grantee’s successor in interest.

- The grantee may be excused from its obligations for operation and maintenance of the project site only upon the written approval of CDFW for good cause. Good cause includes, but is not limited to, natural disasters that destroy the project improvements and render the Project obsolete or impracticable to rebuild.

3.8 Long-term Management and Maintenance

The grantee shall ensure that the project site is operated, used, and maintained throughout the Project Life, at least 50 years, consistent with the Purposes of Grant and in accordance with a long-term management plan for the Project that incorporates adaptive management principles. Applications shall include a summary of how the applicant intends to approach long-term management. Proposed restoration or enhancement in the Delta or Suisun Marsh is likely to be deemed a [covered action](#); therefore, applicants for such projects must ensure consistency with Delta Plan adaptive management requirements ([Delta Plan General Policy 1](#)).

3.9 Project Monitoring and Reporting

3.9.1 Monitoring Plan

Applicants must develop performance measures and include a Monitoring and Reporting Plan as a component of the proposal. The specific terms and conditions for monitoring and reporting, including performance measures, may be negotiated prior to grant execution. Each Monitoring and Reporting Plan shall include:

- Project-specific performance measures linked to project objectives. Performance measure types:
 - Output performance measures track project implementation and evaluate factors influencing ecosystem outcomes (e.g., acres of habitat restored).
 - Outcome performance measures evaluate direct ecosystem responses to project activities (e.g., net GHG benefits and co-benefits).
- Description of the monitoring tasks to be implemented and the technical requirements therein
- Description of the parameters to be measured
- Description of data collection and/or sampling procedures, including sampling design (e.g., distribution, frequency, duration, etc.) and quality control and quality assurance procedures
- Data archiving procedures (refer to Section 3.6, Data Management)

- Approach to reporting monitoring results and progress toward performance measures
- Organization and responsibilities of parties involved in monitoring and reporting activities
- Identification of opportunities to extend the monitoring activities beyond the term of the grant to support Project Outcome Reporting (e.g., by using standardized monitoring and evaluation processes or leveraging on-going monitoring programs).

Project monitoring plans should follow the [Wetland and Riparian Area Monitoring Program \(WRAMP\)](#) framework. Monitoring plans should include [California Rapid Assessment Method \(CRAM\)](#) assessments pre- and post-implementation, if an appropriate CRAM module is available for the project's wetland types. Other appropriate rapid assessment methods may be used if a CRAM module is not appropriate or available.

3.9.2 Project Outcome Reporting

The "[Draft Revised Funding Guidelines](#)" includes a requirement that CDFW track, at a minimum annually, and report project outcomes for at least 120 months (Project Outcome Reporting), in order to demonstrate that GHG benefits have been achieved. As such, all grant agreements shall include standard language requiring that the grantee cause the Landowner to permit CDFW, and its employees, officers, agents, or representatives, to access the project site, as necessary, for "Project Outcome Reporting" data collection.

3.10 Data Management

Data collected must be documented and accessible, except where limited by law, regulation, and policy or security requirements. Each proposal must include a description of how project data and information will be handled. Data developed with CDFW grant funds are required deliverables. All data deliverables should be budgeted for and included in the project timeline.

Geospatial data must be in ESRI-useable format and documented with metadata in accordance with the CDFW Minimum Data Standards. Surface water data shall be reported to CEDEN. Groundwater data shall be reported to GeoTracker GAMA. Wetland and riparian restoration project data shall be uploaded to EcoAtlas Project Tracker. Species observation data of any tracked species shall be reported to the California Natural Diversity Database (CNDDDB) using the online field survey form or other digital method.

3.11 Budget

3.11.1 Cost Share

Cost share is the project cost not funded by CDFW and is provided by the applicant and/or other sources (e.g., private companies, nonprofit organizations, public agencies, etc.). Proposals with higher proportions of secured cost share will receive higher scores for the cost share criterion during the proposal evaluation process. Cost share must be:

- Used to support the proposed project
- Spent between grant award and end of the proposed CDFW funded project term
- Secured at time of application submission

3.11.2 Indirect Costs

Applicant's indirect cost (administrative overhead) rates are limited to 20 percent of the direct costs excluding subcontractors and equipment. 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 directly related to completion of the proposed project. Indirect costs must be broken out and shall not be rolled up into Personnel Services.

3.11.3 Ineligible Costs

The following are examples of costs that are ineligible for reimbursement through an awarded grant:

- Costs incurred outside of the grant agreement term
- Costs related to the preparation of the grant proposal
- Student tuition and fees
- Intern stipends
- Costs associated with completing CEQA or NEPA compliance
- Costs associated with the purchase of land or interest in land or water
- Travel, equipment, and other property costs not specifically identified in the grant budget
- Insurance, including liability insurance
- Out of state travel without prior written authorization from the State.

3.12 Labor Code Requirements: Prevailing Wage

State grants may be subject to California Labor Code requirements, which include prevailing wage provisions. Certain State grants administered by the California Wildlife Conservation Board and the California Department of Fish and Wildlife are not subject to Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code. For more details, please refer to California Fish and Game Code Section 1501.5 and to the Department of Industrial Relations (DIR) website. Grantee shall pay prevailing wage to all persons employed in the performance of any part of the project if required by law.

3.13 Conflict of Interest

All individuals who participate in the review of submitted applications are subject to state and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for a specific solicitation over and above the public comment process or who will participate in any part of the grant development and negotiation process on behalf of the public is ineligible to receive funds or personally benefit from funds through that solicitation. Failure to comply with conflict of interest laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent grant agreement being declared void. Other legal actions may also be taken. Applicable statutes include, but are not limited to, California Government Code section 1090 and Public Contract Code sections 10365.5, 10410, and 10411.

4 SUBMISSION PROCESS

4.1 Submittal Deadline

Proposals will be accepted from **June TBD** to **July TBD** through [CDFW WebGrants](#). Hardcopy or email submissions will not be reviewed or considered for funding.

Online submittal of proposals must be received before 4:00 PM, PDT on July TBD.

All information requested in this Solicitation is mandatory unless otherwise indicated. Incomplete proposals may not be reviewed or considered for funding.

Proposals are subject to Public Records Act requests and may be made publicly available.

4.2 Electronic Submittal

Proposals must be submitted electronically through [CDFW WebGrants](#). The name of this Solicitation in WebGrants is “2018 Wetlands Restoration for Greenhouse Gas Reduction Proposal Solicitation.” Applicants must register and have an account in WebGrants. The Proposal Application in WebGrants consists of multiple forms

consisting of dropdown menus, text boxes, multiple-choice selections, or uploaded attachments to answer application questions.

The WebGrants Help Desk is staffed Monday – Friday (9:00AM – 4:00PM). For questions regarding the CDFW WebGrants, email GHGWebgrants@wildlife.ca.gov. For questions regarding the Solicitation, email WatershedGrants@wildlife.ca.gov.

5 PROPOSAL REVIEW PROCEDURE

5.1 Administrative Review

Administrative review determines if the proposal is complete. This review uses a “Yes/No” scoring method, based on the criteria presented in Administrative Review Evaluation Criteria (Table 2). Proposals which receive a “No” for one or more of the Administrative Review Evaluation Criteria will be considered incomplete and may not be considered for funding under this Solicitation.

Table 2. Administrative Review Evaluation Criteria

Criteria	Score
All proposal components have been completed in the required formats, including all proposal forms, associated documents, and the applicant’s contact information, including person authorized to sign grant agreement.	Yes/No
Applicant is an eligible entity.	Yes/No
Proposal represents an eligible project activity that restore or enhance coastal tidal wetlands, Sacramento-San Joaquin Delta wetlands, or mountain meadows.	Yes/No
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, a permit issued by any local, State, or federal agency, or under an enforcement action by a regulatory agency.	Yes/No
Proposal includes an estimate of GHG benefits developed through use of ARB approved tools for the Wetlands Restoration for Greenhouse Gas Reduction, employing the appropriate approach based on project type.	Yes/No
CEQA will be complete by September 30, 2018	Yes/No

5.2 Technical Review

Table 3 provides an overview of the Technical Review Criteria. Technical reviewers evaluate each proposal in accordance with the Technical Review Criteria and may make narrative comments that support their scores. Each criterion is scored by at least three technical reviewers and assigned a point value between zero and five. Each criterion's point value is multiplied by the applicable weighting factor to calculate the criterion score. The sum of the criterion scores produces the total score for the proposal. Final technical review scores are an average of the scores submitted by the technical reviewers. Technical reviewers include representatives from CDFW. CDFW may request reviewers from other agencies or other outside experts to participate in the review.

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.

Table 3. Technical Review Criteria

CRITERIA		WEIGHTING FACTOR	MAXIMUM SCORE
TECHNICAL / SCIENTIFIC MERIT			
1	Project Background / Scientific Merit	1	5
2	Diversity and Significance of Benefits	2	10
3	Climate Change Adaptation	1	5
4	Approach, Feasibility, and Scope	3	15
5	GHG Benefit Monitoring and Reporting	3	15
6	Co-Benefit Monitoring and Reporting	1	5
7	Durability of Investment & Long-term Management	1	5
8	Project Team Qualifications	1	5
9	Schedule and Deliverables	2	10
PROJECT COSTS			
10	Applicant Budget	1	5
11	Budget Justification	1	5
12	Cost Share	1	5
COMMUNITY / STAKEHOLDER SUPPORT			
13	Community Support and Collaboration	1	5
14	Priority Populations	1	5
Total Possible Score			100

Engineering-Geological review will evaluate and score proposals based on: 1) the soundness of the technical approach and proposed restoration strategy; 2) the characterization of existing site conditions; 3) the status/level of design drawings (if appropriate), and 4) the adequacy of work tasks, project team and budget for addressing technical aspects of the project.

Applications reviewed by engineering staff will be evaluated as follows:

- A score of 2 will be assigned if plan appears to meet minimum design level and the proposal seems technically adequate.
- A score of 1 will be assigned if concerns were identified that could impact project success, and
- A score of 0 will be assigned if plans do not appear to meet minimum design level or insufficient information was provided to determine design level/technical adequacy.

This score will be provided to the Selection Panel for consideration with the technical review scores.

5.3 Selection Panel Review

CDFW convenes a Selection Panel to review the scores and comments from the Technical Review process. The Selection Panel may establish subcommittees, organized around funding priorities, to provide a preliminary ranking for Selection Panel deliberations. Representatives from other agencies and organizations may be invited to participate on the Selection Panel or its subcommittees. The Selection Panel will generate the initial funding recommendations. When developing the funding recommendation, the Selection Panel considers:

- Technical Review scores and comments
 - Engineering-Geological Review, if applicable
 - Input from CDFW Regional Managers
 - Subcommittee preliminary rankings, if convened
 - Availability of funds
 - GHG emission reduction and co-benefits
 - Benefits to priority populations
- Balance/distribution of funds by: a) project activity types, c) geographic area, or c) type of institution

The Selection Panel may recommend modifications, including reducing requested grant amounts.

5.4 Final Approval

The Director of CDFW will review the Selection Panel funding recommendations and make the final funding approval. CDFW anticipates awarding grants in **November 2018**, with grant agreement execution approximately six months from award date.

6 REQUIREMENTS IF FUNDED

6.1 Awards

Successful applicants will receive an award letter officially notifying them of proposal selection and grant amount. Award recipients work with a CDFW grant manager to develop a grant agreement.

6.2 Grant Agreement

The applicant must submit additional forms before an agreement is 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. Additional forms include:

- [Payee Data Record form \(STD. 204\)](#)
- [Drug-Free Workplace Certification \(STD. 21\)](#)
- 501(c)(3) Certification (for non-profit organizations)
- Authorizing Resolution (if applicable)

Grant agreements are not executed until signed by both the authorized representative of the grant recipient and CDFW.

6.2.1 General Terms and Conditions

Successful applicants must agree to the appropriate terms and conditions for their entity type. In accordance with AB 20, awarded University of California and California State University applicants must agree to the [UTC-116 – University Terms & Conditions, Exhibit “C” for University of California and California State University Agreements](#) (UTC-116, Exhibit C). All other awarded entities must agree to the [CDFW General Grant Provisions](#). UTC-116, Exhibit C and the CDFW General Grant Provisions include information regarding audits, amendments, liability insurance, and rights in data.

6.2.2 Responsibility of the Grantee

The grantee 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.

6.2.3 Recognition of Funding Source

The grantee must include signage, to the extent practicable, informing the public that the project received funds from the California Climate Investments program administered by the CDFW. Recognition of funding under the California Climate Investments program also extends to publications, websites, and other media-related and public-outreach products.

6.2.4 Invoicing and Payments

Grant agreements are structured to provide for payment in arrears of work performed. Funds cannot be disbursed until there is an executed grant agreement between CDFW and the grantee. 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 CDFW grant manager, and is then reimbursed by CDFW). Funds for construction will not be disbursed until the required environmental compliance and permitting documents have been received by CDFW.

6.2.5 Performance Retention

CDFW 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:

- When the grantee or subcontractor is a public entity contracting for construction of any public work of improvement, CDFW may retain from the grantee's earnings, for each period for which payment is made, an amount equal to five percent of such earnings, pending satisfactory completion of the task or grant (Public Contract Code §7201[b][1]).

6.2.6 Loss of Funding

Work performed under the grant agreement is subject to availability of funds through the State's budget process. If funding for the grant agreement is reduced, deleted, or delayed by the Budget Act or through other budget control actions, CDFW 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, CDFW 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, CDFW may remove the suspension of work through written notice to the grantee. CDFW 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 CDFW be liable to the grantee for any costs or damages associated with any period of suspension invoked pursuant to this provision, nor shall CDFW 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.
- California Natural Resources Agency or CDFW 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:

- Failing to execute an agreement with CDFW within six months of the award announcement. In such situations, the applicant may apply to a future solicitation.
- Withdrawing from the grant program.
- Failing to submit required documentation within the times 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 CDFW.
- Failing to complete the project.
- Failing to demonstrate sufficient progress.
- Failing to comply with pertinent laws.

DRAFT

APPENDIX A – GLOSSARY OF TERMS

California Climate Investments – statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy and improving public health and the environment—particularly in disadvantaged communities.

Coastal Tidal Wetland – wetlands affected by the cyclic changes in water levels caused by the tidal cycle.

Eligible Entity – public agencies, recognized tribes, and nonprofit organizations.

Enhancement - modification of an existing wetland to increase function based on management objectives.

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

Greenhouse Gas (GHG) – a gas that absorbs infrared radiation in the atmosphere. Greenhouse gases include, but are not limited to, carbon dioxide, methane, nitrous oxide, hydrochlorofluorocarbons, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.

Greenhouse Gas Reduction Fund (GGRF) – established by Senate Bill 1018 to receive proceeds from Cap-and-Trade auctions.

Mountain Meadows – Wet Meadow, Fresh Emergent Wetland, Riverine, Lacustrine, Aspen, and Montane Riparian as described in [California Wildlife Habitat Relationships](#).

Nonprofit Organization – an organization qualified to do business in California and qualified under §501(c)(3) of Title 26 of the United States Code.

Performance Measure – a quantitative measure used to track progress toward a project objective/desired outcome.

Priority Populations – AB 1550 established investment minimums for disadvantaged communities, low-income communities, and low-income households. At least 35% of the California Climate Investments must be allocated to Priority Populations.

Project Life – the expected timeframe over which the GHG benefits of a project funded by the Wetlands Restoration for Greenhouse Gas Reduction Program will be achieved and maintained. Project Life must be at least 50 years.

Public Agency – a federal agency, state agency or department, county, city, city and county, resource conservation district, district, public authority, municipal corporation, public college or university, or any other political subdivision or public corporation in the state.

Restoration – Ecological restoration is an intentional activity that initiates or accelerates the recovery of an ecosystem with respect to its health, integrity and sustainability.

Sacramento-San Joaquin Delta – The Sacramento-San Joaquin Delta as defined in CWC §12220.

Site Control – applicant owns the project land or has other legal long-term interest with the landowner giving permission to develop the project and provide long-term management and maintenance, as applicable, satisfactory to the State.

Subcontractor – An entity other than the applicant that performs a portion of the Scope of Work and includes sub-recipients, sub-awardees, independent contractors, and consultants.

State Wildlife Action Plan – The [State Wildlife Action Plan](#) (SWAP) is the key wildlife conservation planning tool for California.

Wetlands – 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.

APPENDIX B – WEB LINKS

Air Resources Board

- [Cap-and-Trade Program](#)
- [California Climate Investments](#)
- [Draft Revised Funding Guidelines](#)
- [Quantification Methodology for the CDFW Wetlands Restoration for Greenhouse Gas Reduction Program](#)
- [Greenhouse Gas Reduction Calculator for the CDFW Wetlands Restoration for Greenhouse Gas Reduction Program](#)
- [Priority Populations](#)

California Department of Fish and Wildlife

- [California Natural Diversity Database \(CNDDDB\)](#)
- [Minimum Data Standards](#)
- [Scientific Integrity Policy](#)
- [State Wildlife Action Plan](#)
- [WebGrants](#)
- [Wetlands Restoration for Greenhouse Gas Reduction Program](#)

[California EcoRestore](#)

[California Rapid Assessment Method](#)

[California Water Action Plan](#)

Delta Stewardship Council / Delta Science Program

- [Delta Plan](#)
- [Delta Plan Covered Actions](#)

[EcoAtlas Project Tracker](#)

[Safeguarding California: Reducing Climate Risk](#)

State Water Resources Control Board

- [California Environmental Data Exchange Center](#)
- [Surface Water Ambient Monitoring Program](#)
- [GeoTracker GAMA](#)

[Wetland and Riparian Area Monitoring Program](#)

APPENDIX C – STATE AUDITING REQUIREMENTS

The list below details the documents or records that State Auditors may need to review in the event of a grant agreement being audited. Grant recipients should ensure that such records are maintained for each State funded project. For additional details including specific audit tasks performed during a bond audit, see the California Department of Finance Bond Accountability and Audits Guide and the Bond Audit Bulletins (http://www.dof.ca.gov/osae/prior_bond_audits/).

State Audit Document Requirements

Internal Controls:

- Organization chart (e.g., Grant recipient's overall organization chart and organization chart for the State funded project).
- Written internal procedures and flowcharts for the following:
 - Receipts and deposits;
 - Disbursements;
 - State reimbursement requests;
 - State funding expenditure tracking; and
 - Guidelines, policies, and procedures on State funded project.
- Audit reports of the Grant recipient's internal control structure and financial statements within the last two years.
- Prior audit reports on State funded projects.

State Funding:

- Original grant agreement, any amendment(s) and budget modification documents.
- A list of all bond-funded grants, loans or subventions received from the State.
- A list of all other funding sources for each project.

Agreements:

- All subcontractor and consultant contracts and related documents, if applicable.
- Agreements between the grant recipient, member agencies, and project partners as related to the State funded project.

Invoices:

- Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the grant agreement.

- Documentation linking subcontractor invoices to State reimbursement requests and related grant agreement budget line items.
- Reimbursement requests submitted to the State for the grant agreement.

Cash Documents:

- Receipts (copies of warrants) showing payments received from the State.
- Deposit slips or bank statements showing deposit of the payments received from the State.
- Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, or agents under the grant agreement.

Accounting Records:

- Ledgers showing receipts and cash disbursement entries for State funding.
- Ledgers showing receipts and cash disbursement entries of other funding sources.
- Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the grant agreement.

Administration Costs:

- Supporting documents showing the calculation of administration costs.

Personnel:

- List of all contractors and grant recipient staff that worked on the State funded project.
- Payroll records, including timesheets, for contractor staff and the grant recipient.

Project Files:

- All supporting documentation maintained in the files.
- All grant agreement related correspondence.

APPENDIX D – Notice of Unrecorded Grant Agreement Template

- Under Development