

Fisheries Habitat Restoration 2019 Proposal Solicitation Notice (FHR 2019 PSN)



Funding to restore anadromous salmonid habitat with the goal of ensuring the survival and protection of the species in California.

CDFW will accomplish this by funding:

- Projects and activities that provide demonstrable and measurable benefits to Pacific anadromous salmonids and their habitat.
- Restoration projects that address factors limiting the productivity of ESA-listed Pacific salmonids as specified in approved, interim or proposed Recovery Plans. This includes projects that are a necessary precursor to implementing the restoration projects.
- Effectiveness monitoring of habitat restoration actions at the watershed or larger scales for ESA-listed anadromous salmonids.
- Other projects consistent with but not included in the above, such as outreach, planning and coordination, design, and assessment projects that can be justified as directly supporting the goal of the program.

NOAA Priorities

- The Pacific Coastal Salmon Recovery Fund grant is broken out by three specific priorities.
- Each Priority gets a percentage of the total award.

Priority One

- Receives ~ 65% of PCSRF funds
- Typically implementation projects
- Benefit ESA-listed populations that address **limiting factors and priority actions specified in approved, interim, or proposed Recovery Plans.**
- Priority One also includes projects that develop **100% on-the-ground habitat improvement design plans.**

Priority Two

- Receives ~ 25% of PCSRF funds
- Monitoring Projects (MD)
- Watershed-scale or larger effectiveness monitoring (e.g., intensively monitored watershed project) (MO)
- Projects that conduct watershed-scale or larger restoration planning (PL)

Priority Three

- Receives ~ 10% of PCSRF funds
- Typically outreach, education, and planning.
- This includes, for example, capacity projects that support the implementation of activities under the above priorities including planning, coordination, landowner outreach, assessment, research, and monitoring (i.e., monitoring at less than watershed scale).

2019 PSN Overview

- Read the PSN.
- Page numbers at the bottom left of the slide refer to the location in the PSN where subject is covered.
- If you hear conflicting advice, the PSN is correct.
- The PSN document is the final authority.
- This workshop is not a substitute for reading the PSN.

Changes to the FHR 2019 PSN

No Longer Included

- Steelhead Report and Restoration Card Funding Program
- Commercial Salmon Stamp Funding Program
- Project Type MD
- Performance Measures for Application

Changes to the FHR 2019 PSN

General Information

- Solicitation Overview – clarification of the PSN Sections (Parts I-V)
- PSN Sections were reorganized
- 2019-20 Focuses renamed Funding Programs
Fisheries Restoration Grant Program (FRGP) and
Forest Land Anadromous Restoration Program (FLAR)

Changes to the FHR 2019 PSN

General Information cont.....

- All Project Type Descriptions Reformatted – for clarity
- Part IV Project Type Requirements - definitions in Part V
- HI Project Type Updated – includes more instream activities
- WC Project Type Updated – includes small water conservation projects

Changes to the FHR 2019 PSN

Application Process

- Submit Detailed Budget Spreadsheet (Excel) as Supplemental Document – WebGrants will only accept lump sums in budget
- Cultural Resources Surveys are the responsibility of the Grantee
- Appendix F Permit Requirements is mandatory – projects with temporary or permanent impacts

PSN Part I

Introduction

- 1) Multiple Funding Programs, more than FRGP
- 2) Funding Prospects:
 - 1) FRGP ~\$14 million
 - 2) Forest Land Anadromous Restoration program (FLAR): \$2 million
- 3) Climate Change: Address where possible
- 4) California Wildfires: Address where possible
- 5) Invasive Species: include plan for prevention

PSN Part II

Solicitation Summary and Proposal Guidance

- Eligibility Applicants- Government agencies, Tribes, NGOs
- Proposal Due Date – **3:00pm April 16, 2019**
- Application Proposal Package
 - **Online application only (no paper submission)**

Application Proposal Package

Online submission only

❖ link in PSN & on webpage

- Appendix A: Instructions for submitting applications at WebGrants. If you have questions check Appendix A first.
- Appendix B: Application form template, available to assist applicant compile proposal before entering into online system.
- Supplemental Documents – without these documents your application will not be accepted.

Awarded Proposals

- Proposals awarded funds must provide additional information to CDFW before grant agreements can be executed.
- Information is provided in the PSN to enable applicants to budget for the tasks in proposals, if necessary.
- More details can be found in Appendix E.

Public Information and Tribal Consultation

- The application information may be made public after awards.
- CDFW recognizes the need for consultation regarding projects that affect California tribal communities. As such, applicants should make every effort to involve Native American Tribes or stakeholder groups as appropriate.

Guidance: Prevailing Wage

Prevailing Wage

- State grants may be subject to California Labor Code requirements, which include prevailing wage provisions.
- Grantee shall pay prevailing wage to all persons employed in the performance of any part of the Project if required by law to do so.

Guidance: Cost Share

- FRGP funding cannot be used as match
- Identify the source of cost share
- Cost share **definitions** - in Appendix D.
- If funded the following will be required:
 - secured cost share before agreement is executed
 - certification form for all non-federal cost share
 - records of all cost share (must be kept g applicant)
- If you have questions, ASK!

PSN Part III – Funding Programs

There are **two separate Funding Programs** in the 2019 PSN. Funding information is included under each Program.

- FRGP (Fisheries Restoration Grant Program)
- FLAR (Forest Land Anadromous Restoration)

Read each Funding Program section carefully to ensure you are applying under the correct program and complying with the correct criteria.

Each Funding Program has four Criteria:

Species

Geographic

Project Type

Recovery/Restoration/Objective

If in doubt - ASK

FRGP Criteria

- **Species Criteria:** coho, steelhead, or Chinook. Not all species eligible in all watersheds, see Table 1.
- **Geographic Criteria:** The proposed project must be within one of the listed watersheds in Table 1. Some watersheds have restrictions which are listed in the Criteria Detail column.
- **Project Type Criteria:** Not all project types are included in all watersheds, see Table 1.
- **Recovery/Restoration Criteria:** the project must address one task in one of the eight recovery plans. It is the applicants' responsibility to select and correctly enter the task for their proposal.
 - Check the PSN task references.

FLAR Criteria

- **Species Criteria:** coho, Chinook, or steelhead.
- **Project Type Criteria:** Six implementation project types available.
- **Geographic Criteria:** 14 HUC 8 watersheds, see List & Map 2.
- **Objective Criteria:** Required to document how the project will address legacy impacts of forest management.
- **Additional Requirement:** all proposals must include pre- and post- project monitoring.

Part IV - Project Types

NEW FORMAT for 2019. Review project type definitions and comply with all requirements. Each Project Type listed describes:

- 1) Project Type summary
- 2) Required Information
- 3) Required Supplemental Documents
- 4) “If Funded” Requirements.

Defined Terms are called out with “(see definition Part V)”

Part VI - Project Types

- Instream Habitat Restoration (HI) was updated to include more activities.
- Water Conservation (WC) Project Type was updated to allow for small water conservation projects.

Reminders

- All implementation type projects must have both designs and plans at 100%, before grant agreement execution (if funded).
- PD Projects:
 - If developing less than 100% plans the grant will be funded with Priority 3
 - If developing 100% for implementation the grant will be funded with Priority 1

Supplemental Documents

- Follow Required Supplemental Documents for the Project Type.

PSN Part V - Definitions

- No new definitions.
- Review Definitions- there is information in them that will affect our proposal score.

Environmental Compliance and Permitting

- The applicant must provide in the application an estimate of the amount of fuel that will be consumed during the implementation of the entire project.
- **Budget sufficient time** and/or **funds** in proposal for required threatened and endangered species **surveys** and **permit** measures that may be needed to complete the proposed project.

Environmental Compliance and Permitting

- If following CDFW's Restoration Manual, FRGP provides permits for
 - Section 404 Clean Water Act
 - Section 401 Clean Water Act
- Applicant is responsible for any other permits required for the project
- Allow time in timeline to acquire necessary permits

Important Reminders

- Allow time for engineering review and approval
- Off-Channel Criteria - Monitoring requirement
- Fish Passage & Screen Criteria & Testing requirements
- Provisional Landowner Access Agreement
 - Current agreement
 - Aware/support of the project
 - Give consent for pre-project review
 - Landowner/Manager **must** sign
 - **Final landowner Access Agreement – 10 years**
- Water Law Compliance
 - Statement of Water Diversion Filed with SWRCB
 - Provide documentation to CDFW

Appendix A

2019 Online Application

- To access WebGrants go to FRGP website or use link in PSN or type watershedgrants.wildlife.ca.gov to a web browser
- For assistance with the online application read Appendix A **first**, if still in doubt, Contact the Program by email: cdfwebgrants@wildlife.ca.gov
- You will receive a response to your email within one business day
- After the PSN applicants will receive a survey to evaluate the PSN and WebGrants Online Application system.

Appendix B

2019 Application Form Template

- Use the 2019 Application Template in Appendix B to help prepare the proposal.
- Get familiar with WebGrants before starting the proposal

Appendix C

CDFW Contact Information

- Includes phone numbers and e-mail addresses.
- Contact CDFW staff in your region for clarification on requirements in the PSN, not for problems with the online system.
- CDFW Staff cannot review any part of your proposal during the submission time.

Appendix D

Proposal Evaluation & Scoring Protocols

- The 2019 PSN Scoresheets, reflect to the PSN
- Cost Analysis Evaluation and Cost Share Scoring Matrix
- Engineering/GeoTechnical Review
- Program Criteria Review
- Biological Review Score Sheets

Appendix E

Funding Approval Submissions

Only if funded:

- a) Final Resolution of project approval
- b) Certification of Nonfederal Contributions
- c) Payee Data Record
- d) Federal Taxpayer ID Number
- e) **Final** Landowner Access Agreement
- f) Drug-Free Workplace Certification
- g) Federal Funding Accountability and Transparency Act 2006 Certification (FFATA)
- h) Project Performance Measures (after Grant execution)
- i) Update WebGrants Budget (after Grant execution)
- j) **General Terms and Conditions**

Appendix F

Permit Requirements

- To be covered by FRGP permits the applicant must incorporate the information in Appendix F with their grant application.
- The applicant is responsible for incorporating the permit conditions into their project.
- Previously issued permits can be found at <http://nrm.dfg.ca.gov/documents/ContextDocs.aspx?cat=Fisheries-FRGPRegulatory>.

Other Information – Available online

- Protocols (disinfection, wildlife fences, invasive species prevention, monitoring)
- Restoration Manual
- Watershed Maps for FRGP Funding Program
- Review Process and Timeline
- Watershed Plans and Assessments
- Examples of required supplemental documents
- Sample Provisional Landowner Access Agreement
- Pertinent Legal Codes

Final Determination of Proposals

- CDFW Director makes the final determination on project funding
- Director reviews the Technical Evaluation, Department recommendations, and CEQA
- Final funding decision expected by late 2019.

Online Application

Required Provisions of ALL Proposals

- Project Description – must be complete and detailed and **follow prescribed format**.
- Project Budget – personnel listed in budget must be identified & discussed in project description.

General Guidelines

- Read PSN carefully and follow directions
- Proposal must include all required elements
- Must comply with all applicable laws (permits, CEQA, other regulations)
- Obtain and document services of licensed professionals, if applicable
- If it is not discussed in the project description it can't be in the budget.


Instructions for Proposal Submittal

- Read and follow these instructions, you will lose points if you don't.
- The application template (Appendix B) is organized by Form (the PSN is organized by Part number).
- Each proposal can only be submitted under **one** Funding Program.
- These instructions mirror the 2019 application template at WebGrants.

Submittal at WebGrants Application

- New Applicants will need to register.
- IF you applied last year you are still in WebGrants. Use forgot User Id or Forgot Password to retrieve your information.

 [Log In](#)

<p style="text-align: center;">Log In</p> <p>User ID:* <input type="text"/></p> <p>Password:* <input type="password"/></p> <p><input type="button" value="Log In"/></p> <p>Forgot User Id?</p> <p>Forgot Password?</p>	<p style="text-align: center;"></p> <p style="text-align: center;">New to WebGrants - California Department of Fish and Wildlife?</p> <p style="text-align: center;">Register Here</p>
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How to Register at WebGrants

CALIFORNIA DEPARTMENT OF FISH and WILDLIFE

System Compatibility

Log In

Log In

User ID:*

Password:*

Log In

[Forgot User Id?](#)

[Forgot Password?](#)

CALIFORNIA DEPARTMENT OF FISH & WILDLIFE

New to WebGrants - California Department of Fish and Wildlife?

[Register Here](#)

- Select the “Register Here” button shown above
- Enter all of the necessary information
- Once the information is entered and you hit “Register,” an email will be sent to CDFW staff
- The CDFW will need to Approve your registration request before you can begin the online application process
- **Register as soon as possible to eliminate any potential delays**

How WebGrants Works

The screenshot shows the WebGrants application interface. At the top, there are navigation links: Menu, Help, Log Out, Back, Home, Add, Delete, Edit, and Save. The 'Edit' button is highlighted with a red box and a red number '1'. Below the navigation is the 'Application' section with the following details:

Application: 00154 - FRGP Working Test - Do not purge or submit
Program Area: FRGP - Fisheries Restoration Grant Program
Funding Opportunities: 00002 - FRGP 2018/19 Funding Opportunity
Application Deadline: 03/23/2018

The 'LANDOWNER INFORMATION' section contains the following information:

Is the Applicant the Landowner? No
Is Landowner Access Needed for this Project? No
If no landowner access is needed for the project, please enter a brief description of the reason, (for example, 'project not on-the-ground' or 'applicant owns property')
Reason Access Not Needed: drones dude
This field is limited to 100 characters.

The 'LANDOWNER ACCESS' section contains the following information:

Landowners Granting Access for Project: List all Landowners that are granting access for this project during the pre-project period. List attached access agreements (Supplementary Documents). See sample on FRGP Website: <https://www.wildlife.ca.gov/Grants/FRGP> for projects that require obtaining multiple landowner access agreements such as status and trend monitoring. List at least one major landowner access agreement and a description of how access will be secured for the entire project. If no landowner access is needed for the project enter NA.

Landowner	List of Access Agreements	How Will Access Be Secured For The Entire Project
chuck E cheese	all of them	Drones dude.

The 'Add' button in the 'LANDOWNER ACCESS' section is highlighted with a red box and a red number '2'.

- 1) Edit button – When this button is showing, you are not in ‘Edit’ mode and cannot enter information in specific sections, such as the “Landowner Information” section shown
 - In general, if you cannot enter information into a specific area, either get into, or out of, ‘Edit’ mode
 - To get into ‘Edit’ mode select the ‘Edit’ button, to get out of ‘Edit’ mode select the ‘Save’ button when it shows (next to the ‘Edit’ button)
- 2) Add button – When this button is showing, you are not in ‘Edit’ mode and can enter information into tables by selecting the ‘Add’ button

FRGP Application Forms

- These are the 12 Forms that must be completed to submitted an application

Application Forms		Application Details Submit Withdraw	
	Form Name	Complete?	Last Edited
General Information		✓	12/18/2018
Focus			
Recovery/Restoration Plan and Associated Task			
Project Information			
Watershed Information			
Project Objectives			
Qualifications and Experience			
Landowner Access and Permits			
Budget Subtotals			
Cost Share			
Budget Justification			
Supplementary Documents			

- To complete each Form, fill out the necessary information, select 'Save', then select 'Mark as Complete.' An application cannot be submitted until every form has been 'Marked as Complete.'

Focus [Mark as Complete](#) [Go to Application Forms](#)

The Focus page is used to determine whether your project fulfills the focus requirements of the PSN. If your project does not fit into the PSN focus you will not be able to continue with the online application process. If applicant does not meet the task or list the appropriate task, the application will be rejected. Please refer to Part III of the PSN for more detailed information about all focus' in the PSN.

Project Focus	Focus Watershed System (SHRRC)	Focus Watershed System (FLAR)	Focus Watershed System (CSS)	Focus Watershed System (FRGP)	Focus Watershed System (CMP)	Primary Species Benefitted	Species Benefitted	Species Benefitted	Project Type (SHRRC)	Project Type (FLAR)	Project Type (CSS)	Project Type (FRGP)	Project Type (CMP)
Fisheries Restoration Grant Program - FRGP				Adobe Creek			Steelhead						HI - Instream Habitat Restoration

- 
- For help or assistance with WebGrants, email CDFWWebGrants@wildlife.ca.gov

Form: Registration

- Applicant/Organization information

Form: General Information

- Contact person
- More Applicant/Organization information

Form: Focus

- Select Funding Program
- Identify Focus Watershed
- Identify Salmonid Species Benefited
- Identify Project Type

Form: Recovery/Restoration Plan and Associated Task

- Identify Recovery/Restoration Plan and Task
- Describe how the project Accomplishes listed Task

Form: Project Information

- Identify Project Category
- Summarize Project Objectives
- Enter Project Start and End Dates
- More Organization Information
- Additional Species Information
- Project Location Information and Description
- Worksite Information
- Licensed Professionals

Form: Watershed Information

- Watershed Area
- Land use statement
- Watershed Ownership
- Length of Anadromous stream in watershed
- Background Information
- Watershed Plans

Form: Project Objectives (Description)

- Introduction
- Project Set Up
- Materials
- Protocols
- Primary Limiting Factor
- Description of Activities by Task
 - The Timeline
 - The Deliverables

Form: Qualifications and Experience

- Qualifications and Experience of Applicant
- Applicant's previous projects
- Professionals and Subcontractors

Form: Landowners Access & Permits

- Who are the landowners?
- What permits are needed?
- Who's completing the CEQA process?
- What listed species will be affected?

Form: Budget Subtotals

- Personnel Services
- Subcontractors
- Equipment and Electronics
- Operating Expenses
- Indirect Rate and Costs
- A Detailed Project Budget Spreadsheet **MUST** be submitted as a Supplemental Document.
- All costs listed in the budget must be justified and described in the project description, including in-kind costs.

Form: Budget Subtotals

- A Detailed Project/Subcontractor Budget Spreadsheets **MUST** be submitted as a Supplemental Document.

Budget Category Subtotals

Total Personnel Services:*

Ensure all subcontractor tasks are described in Project Proposal. You must upload a [Detailed Subcontractor Budget Spreadsheet](#) for each subcontractor to the Supplementary Documents Form under "Additional Attachments/Documentation" section. You may use your own Budget Form. The budget should clearly show all costs and must comply with federal uniform guidance (2 CFR Part 200).

Subcontractors Subtotal:*

Equipment and Electronics Subtotal:*

Operating Expenses: General Subtotal:*

Indirect costs (administrative overhead) are those that cannot be directly assigned to a particular grant activity, but are necessary to the operation of the organization and the performance of the grant project.

If the applicant does not have a federally approved rate, then the federal de minimis rate of 10% must be used for the Indirect Rate (%). If the applicant does have a federally approved rate use that rate for the Indirect Rate (%). Use the dollar value calculated from the [Detailed Project Budget Spreadsheet](#). Please see Part II of the PSN for more information on indirect costs

Indirect Rate (%):*

Indirect Costs Subtotal:*

Budget: Personnel Services

- Staff (Project Role) listed in personnel section must be discussed in the project description.
- Only employees of the applicant are to be entered into the “Personnel Services” section.
- All others should be listed in the “Operating Expenses: subcontractor” section.
- Student Personnel - will only pay the salary of students while working on the project, **will not pay tuition.**

Budget: Operating Expenses: General

- Operating – **All lump sums require explanation**
 - Operating costs necessary to implement the project.
 - Travel expenses
 - 1600 permitting fees

Budget: Indirect Charges

- Use a federally approved Indirect Cost rate
 - Submit a Negotiated Indirect Rate Cost Agreement (NICRA)

OR

- 10% de minimis rate (of MDTC)

Budget: Indirect Charges (MTDC)

§200.68 Modified Total Direct Cost (MTDC).

MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each sub-award (regardless of the period of performance of the sub-awards under the award). *MTDC* excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each sub-award in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Budget: Subcontractors

- Operating – **All lump sums require explanation**
 - Subcontract Detailed Budget Spreadsheet must be submitted as a supplemental document
 - List each subcontractor separately
 - **subcontractors are subject to the federal indirect cost rules**

Budget: Equipment and Electronics

- Equipment and Electronics Purchase
 - Restrictions on purchase approval
 - Justify the purchase of equipment
 - Purchase vs. rent/lease cost analysis

Form: Cost Share

- FRGP funding cannot be used as match
- Indirect Cost cannot be used as cost share
- Identify the source of cost share
- Cost share definitions - in Appendix D.
- If funded, verification of cost share is required and **secured before agreement is executed**
- If funded, certification form for all non-federal cost share
- If funded, applicant must keep records of all cost share
- If you have questions, ASK!

Form: Budget Justification

- Not needed for each line item.
- This section should be used to explain unusual line items or charges and/or the need for high costs, high number of hours for a task, high number of personnel, or anything that may be or seem out of the ordinary for the work proposed.

Form: Budget Justification

- Please cite any methods used for calculating costs if applicable (e.g. CalTrans or The Red Book).
- This section cannot take the place of explaining line items in the Project Description or Detailed Project Budget Spreadsheet.

Form: Performance Measures

- Performance Measures will no longer be collected in the application.
- Grantees will enter Performance Measures into WebGrants after grant execution.

Form: Supplemental Documents

- Checklist in Appendix B and WebGrants
 - Refer to Part IV: Project Types Requirements

Thank You



M. Capelli 2008

Slide # 66