Wildlife Conservation Board
Forest Conservation Program
Frequently Asked Questions – 2019

Issued: 8/16/19
Updated: 8/26/19 (added Q8 through Q12)

Q1)   **Figure limit –** How many figures (photos, maps, tables, drawings) may be submitted with the Full Application?

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

Q2)   **Narrative questions format –** Do I need to include the narrative questions from the Full Application Form in my responses to those questions (i.e., does the text from the questions themselves count towards the page limit)?

Answer: Yes, responses to the narrative questions should include the questions themselves, as they appear in the Full Application Form. To facilitate this, WCB has posted an MS Word version of the Full Application Form on the Forest Conservation Program website.

Q3)   **Resolution from applicant's board** – Does an executed resolution from the applicant's governing board need to be provided along with the Full Application Form?

Answer: A draft resolution will suffice to accompany the Full Application Form. However, if the proposal is selected, WCB will not consider the project for funding approval until an executed resolution is provided.

WCB's Grant Documents and Templates website includes a sample resolution for Development and Restoration Grants as well as a sample resolution for Acquisitions.

Q4)   **Number of full applications** – How many Full Applications did WCB invite for the 2019 PSN?

Answer: WCB invited full applications for 38 projects totaling $53,770,155 in Pre-Application funding requests.

Q5) **(Acquisitions only) Appraisal vs. award amount –** Appraisals are not required to accompany submission of the Full Application Form. What happens if the proposal is selected but the appraised value is different than the amount requested in the proposal?

Answer: If the appraised value is less than the proposal amount, the project may proceed.

  If the appraised value is greater than the proposal amount, the project may proceed if the applicant secures other funding (i.e., not part of WCB's award) to cover the difference.

Q6) **(Acquisitions only) Phase 1 Environmental Site Assessment –** When is the Phase 1 Environmental Site Assessment required?

Answer: A Phase I Environmental Site Assessment is not required per se. WCB highly recommends all applicants complete a Phase I prior to acquisition of a property, but it is not a general requirement. However, if a property has a history of contamination or a site inspection reveals potential environmental conditions, WCB will require the applicant to complete a Phase I, and any additional environmental testing, to determine the suitability of a property for acquisition with WCB funds.

Q7) **(Acquisitions only) Appraisal –** Can the appraisal be completed after the proposal is selected?

Answer: Yes.

Q8) **(Acquisitions only) Bargain sales** – If the real estate interest (fee title or easement) is acquired through a bargain sale (i.e., landowner accepts an amount that is lower than the current market value), can the difference between the sales price and current market value count as cost share in the Full Application Form?

Answer: Bargain sales do not count toward cost share. However, if the landowner contributes funds from the sale to the project (e.g., management funds, transaction costs, etc.), that contribution can count towards cost share.

Q9) **(Acquisitions only) Tenure, site control, access** – The Application Checklist indicates that Full Application Forms for acquisition projects must include "Land Tenure, Site Control, and/or Landowner Access agreements or templates" even though the easement or acquisition grant will presumably include terms that provide for WCB access to the property. Considering the above, do Full Application Forms for acquisition projects need to include this supporting document?

Answer: Acquisition projects do not need to submit "Land Tenure, Site Control, and/or Landowner Access agreements or templates" along with the Full Application Form.

Q10) **Landowner signature** – Are landowners required to sign grant agreements for planning projects?

Answer: In general, landowners are not required to sign grant agreements for planning projects. In contrast, landowners are required to sign grant agreements for implementation projects.

Q11) **Lake or Streambed Alteration Agreements** – Are [Lake or Streambed Alteration Agreements](#) (LSA) agreements required for implementation projects situated on federal land?

Answer: CA Department of Fish and Wildlife (CDFW) oversees the Lake and Streambed Alteration Program. Consult with CDFW to determine whether an LSA agreement is required for your project. CDFW can be contacted through its [Regional Offices](#) or by e-mailing the [LSA Program Headquarters](#).

Q12) **Timing of board approval** – The PSN indicates that WCB's Nov. 2019 board meeting is likely the first occasion where the board will consider funding approval for selected projects; other projects selected through this PSN may be considered at the February, May, and August 2020 board meetings. Timing of WCB approval has important implications for my project. Where should I indicate that time sensitivity?

Answer: The Schedule and Deliverables narrative question in the Full Application Form is a good opportunity to emphasize implications that the timing of WCB funding approval may have on the project. Also consider that due to CEQA considerations, WCB typically issues the Notice to Proceed approximately 40 days following the board meeting where funding was approved.