# Project Title

As listed in application

# Applicant Name

As listed in application

# General Instructions

* **This Attachment is required for all Applicants.**
* **The Project Narrative template must be used.**
* **All of the sections in the Project Narrative template are required, except where noted.**
* **The Project Narrative must be consistent with the Project Description and Project Objectives entered in Form 4. Project Description and Objectives.**
* **The Project Narrative must have sufficient detail to be used in a grant agreement statement of work.**
* **Provide concise answers.**
* **The minimum font size is 11.**
* **Limit to 20 pages of text. Tables, figures, graphics, pictures, and list of references cited do not contribute to the page count.**
* **Instructions for each section are in italics; the applicant may remove the instructions before submission if concerned about page limit.**

# Project Description

## Project Description

A brief overview of the project must be entered in **Form 4. Project Description and Objectives**. It may be copied here, but this is not required.

## Purpose and Need

Building on the response to other questions in the application, including “Solicitation Priorities Description” and “Description of Consistency with and Implementation of CWAP, SWAP, and Other Plans” in **Form 1. Eligibility, Timing, and Priorities**, describe the following:

* How the proposed work will address one or more of the Solicitation’s priorities.
* Project goals. Project Objectives must be entered in **Form 4. Project Description and Objectives**; they may be copied here, but this is not required.
* How the proposed work addresses key scientific uncertainties and fills important information gaps, e.g., those identified in species recovery plans, State Wildlife Action Plan, the IEP Tidal Wetland Monitoring framework, etc.
* The significance of expected benefits and the likelihood that anticipated outcomes will be realized.
* Citations to specific sections of relevant documents.
* Delta scientific studies only: In addition to the above, the extent to which the proposed work will:
  + Address the Solicitation’s science topics.
  + Address critical management issues.
  + Inform water and natural resource policy.
  + Inform restoration and management decisions in the Delta.
  + Contribute to effective adaptive management of the Delta.

## Background and Project History

* Provide relevant background information and project history, including all phases completed to date and future anticipated phases.
* Indicate funding sources for each phase, including a strategy for funding of future phases.
* Describe all secured and unsecured cost share included in the Cost Share table of the Proposal’s Budget (**Attachment 17. Budget Tables** in **Form 8. Application Attachments**). Indicate if there are additional current or proposed applications for funding not listed in the Cost Share table, and whether they are complementary (additive) or for the same work (duplicative).
* Indicate if the project is related to any previous or proposed projects funded by CDFW Proposition 1, or other Proposition 1 funding agencies.
* Describe the status of the project, readiness to proceed, and the likely outcome if no funds are awarded.

## Site Description and Landscape Context – Required for Acquisition, Planning, and Implementation projects

Describe the project area, including site characteristics that are tied to the project objectives.

* Provide target project acreage or length; label units clearly.
* Describe existing and target ecosystems at each project site.
* Describe the significance of the project at a landscape scale.
* Identify existing public or conserved lands within or adjacent to the project site, how that land might be affected by the project, and how the project will improve landscape scale ecosystem functions such as landscape connectivity and habitat patch size.

## Best Available Science and Conceptual Models

* Building on the response to “Project Purpose and Need” above, describe how the project applies the best available science; provide citations.
* Describe conceptual model(s), in graphical or narrative format, that explain the current basis of scientific understanding and how the project relates to the conceptual model(s).
* Identify key uncertainties and opportunities for enhanced scientific understanding.
* Attach conceptual model figures to this template or upload to **Form 9. Supplementary Attachments** in WebGrants if necessary.
* The conceptual model must be revisited in the project’s final report.
* Acquisition projects only: Explain the scientific rationale underlying the proposed acquisition (e.g., status/significance of resources to be conserved, contribution to wildland connectivity and corridors, juxtaposition and relationship to other conservation lands, etc.).

## Collaboration, Integration, and Community Support

Describe the following:

* Public and institutional support for the project at the local, regional, or larger scale, and evidence of that support. For example, have stakeholders provided funds, in-kind contributions (e.g., administrative/technical services, labor, materials, equipment, etc.), partnerships, etc.
* Stakeholder involvement in project planning, design, outreach/education, implementation, monitoring, maintenance, etc.
* Partnerships with existing restoration and monitoring networks, collaborative workgroups, or science initiatives (e.g., Interagency Ecological Program [IEP], Delta Regional Monitoring Program).
* Integration across and collaboration between scientific disciplines.
* Innovation and use of emerging technologies.
* Leveraging and integrating existing data, existing modeling efforts, and/or existing programs.

Delta scientific studies: In addition to the above, describe the relationship to existing science efforts and strategies, and other research. CDFW may request that Awardees coordinate with other Proposition 1 Awardees and other related scientific efforts.

Projects that benefit salmon and steelhead: Describe the nature and extent to which projects are supported by multi-stakeholder public or private partnerships, or both, using a science-based approach and measurable objectives to guide identification, design, and implementation.

**Note:** **Letters of support** are not required but may be uploaded as attachments to **Form 9. Supplementary Attachments** in WebGrants. To be considered, letters of support must be submitted in WebGrants by the applicant. Letters of support submitted by other means will not be considered.

# Study Design and Scope of Work

## Project Objectives

Project Objectives must be entered in **Form 4. Project Description and Objectives**. They may be copied here, but this is not required.

## Questions/Hypotheses - Required for Delta scientific studies; optional for other Project Categories

* List the key questions and/or hypotheses and describe how they will be evaluated
* Identify the statistical methods to be used.
* These questions and hypotheses should be linked to Project Objectives listed in **Form 4. Project Description and Objectives** in WebGrants.

## Study Design and Methods - Required for Delta scientific studies; optional for other Project Categories

Describe the following:

* study design, methods and techniques
* equipment, facilities and materials
* data collection
* statistical analysis, and
* quality assurance procedures, as applicable

## Approach and Statement of Work

Provide a detailed description of each task and deliverable listed in **Form 5. Timeline** (and any other tasks not funded through this award that are necessary for project completion; these should be clearly labelled). Describe tasks at a level of detail appropriate for a grant agreement scope of work.

* Include a Project Management task, with details for relevant subtasks, e.g. administering subcontracts (see **Form 5. Timeline** in WebGrants). Include the following language at minimum:

Task 1 – Project Management: [Applicant name] will provide technical and administrative services associated with performing and completing the work for this Project, including managing this Agreement, assuring all permits are finalized, administering subcontracts[[1]](#footnote-2), delivering the final landowner access agreement1, invoicing and payments, drafting and finalizing progress and final reports, and data management1.

* Add distinct tasks as necessary, e.g., data management, permit management, stakeholder engagement and conference presentations, work plan preparation, baseline monitoring, restoration design development, field sampling, post restoration monitoring.
* Link each task to the objectives (as listed in **Form 4. Project Description and Objectives**), hypotheses and/or research questions described elsewhere in the application.
* Indicate who will be responsible for completing each task and associated deliverables. If applicable, include specifically named subcontractors, or subcontractor roles if subcontractors have not yet been identified, that will assist with each task.
* For each task, include a concise description of the methods and techniques; equipment, facilities and materials; data collection; statistical analysis; and quality assurance procedures, as applicable. Scientific studies may include these details in the Study Designs and Methods section, above.
* Identify standardized protocols used for project development and implementation (e.g., DFG California Salmonid Stream Habitat Restoration Manual).

# Dissemination of Information: Data Management and Access, Data Sharing, and Publications

## This section is required for Projects including scientific data collection, including monitoring and Delta scientific studies.

**Attachment 16. Data Management Plan** must also be submitted to **Form 8. Application Attachments** using the template provided.

For Acquisition and Implementation projects, and Planning projects conducting monitoring, the data management activities described in this section shall cover the monitoring activities described in **Attachment 15. Monitoring and Long Term Management** in **Form 8. Application Attachments.**

Environmental data collected under these grant programs must be documented, made visible, accessible, and independently understandable to general users in a timely manner, except where limited by law, regulation, policy, or security requirements. Unless otherwise stipulated, data and metadata collected and/or created through CDFW-funded grant projects are a required deliverable. A condition of final payment shall include the delivery of all related data and metadata.

* Geospatial data must be delivered in an ESRI-useable format where applicable and documented with metadata in accordance with the [CDFW Minimum Data Standards](https://www.wildlife.ca.gov/Data/BIOS/Metadata).
* Surface water data shall be reported to [CEDEN](http://www.ceden.org/).
* Groundwater data shall be reported to [GeoTracker GAMA](https://gamagroundwater.waterboards.ca.gov/gama/gamamap/public/).
* Wetland and riparian restoration project data shall be uploaded to [EcoAtlas Project Tracker](https://www.ecoatlas.org/).
* Species observation data of any tracked species shall be reported to the [California Natural Diversity Database (CNDDB)](https://www.wildlife.ca.gov/Data/CNDDB).
* Fish passage assessment data shall be submitted to the [California Fish Passage Assessment Database (PAD)](http://nrm.dfg.ca.gov/PAD/).

## Data Management and Access

Building on the information provided in the Data Management Plan attachment, describe how data and other information generated by the project will be handled, stored, and shared, i.e., disseminated to the public, participants, stakeholders, and the State.

## Publications and Data Sharing – Required for Delta Scientific Studies

Describe the following:

* Anticipated conference presentations and anticipated manuscripts that will be produced during the term of the grant agreement or contract.
  + At least one presentation and at least one manuscript should be described here and incorporated into the Scope of Work. Note: CDFW recommends presenting at least once at the annual Interagency Ecological Program workshop, and at the biennial Bay-Delta Science Conference.
* How project data will be made easily available to the public. Note: CDFW recommends submitting data to a publically accessible online data portal to the extent feasible.
* The plan to make project information directly available to the entities that will most benefit from it.
* Production of open source tools.

# References

Include a list of references for all documents cited within the Proposal Narrative and other components of the Application, including: scientific reports; project reports; restoration, management, or recovery plans; and books or other supporting information. Reference information should follow accepted scholarly practices. This section does not contribute to the page limit.

1. Include these items if relevant for the specific project [↑](#footnote-ref-2)