



Wildlife Conservation Board

# Lower American River Conservancy Program**2021 Application Form**

## General Information

* For additional information regarding the Program or application process, please refer to the Proposal Solicitation Notice (PSN) available at: <https://www.wcb.ca.gov>.
* Respond to every question in the Application Form. Use “N/A” where applicable.
* Electronic files should be submitted in the following formats:
	+ Text: Microsoft (MS) Word (e.g., Application Form)
	+ Spreadsheets: MS Excel (e.g., Budget Worksheets)
	+ Images: JPG, PNG, or PDF (e.g., maps and design drawings)
	+ Geospatial: ArcGIS-compatible (e.g., shapefiles, KMZ, KML)
* WCB prefers an electronic submission using the state’s FTP site. Applicants must email LARCP@wildlife.ca.gov by May 13, 2021, to obtain a secure login and password to enter the FTP site. Electronic submissions must be received no later than 5:00 p.m. on May 14, 2021.
* Applications submitted by U.S. mail or other delivery service must be postmarked no later than 5:00 p.m. on May 14, 2021.

All information submitted with the application is subject to the unqualified and unconditional right of WCB to use, reproduce, publish, or display free of charge. Indicate if image credit is requested for any of the photos and/or maps.

## Application Checklist

All applications should include the following supporting information:

* Completed and signed Application Form, including applicant and landowner authorized signatures. Landowner may submit a letter of support in lieu of signing Application Form. Submit additional pages for Project Information and Narrative Questions in MS Word format.
* Budget Worksheets (submit in MS Excel format)
1. Applicant Budget
2. Budget Justification
3. Cost Share
4. Acquisition Costs
* Project area boundary (submit geospatial file)
* Resolution from applicant’s governing board ([template](https://wcb.ca.gov/Grants/Grant-Information) on WCB website). A draft resolution will suffice to accompany the Application Form. However, if the proposal is selected, WCB will not consider the project for funding approval until an executed resolution is provided.
* Completed Payee Data Record ([[Standard Form 204](http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf)](http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf))
* Support letters (if available)
* Monitoring and Reporting Plan (or the equivalent)
* Location map

For implementation, also provide:

* Representative photographs showing project area or property
* Detailed project drawings (include engineering design drawings, if available)
* Maintenance and Management Plan (or the equivalent)

*For acquisitions, also provide:*

* Signed purchase or option agreement, or willing seller letter
* Minimum of six color photographs illustrating the property
* USGS 7.5-minute topographic map, or comparable depicting the location of the property
* Current Preliminary Title Report
* Description of water rights associated with the property, if any
* Phase 1 Environmental Site Assessment, if available
* Appraisal, if available
* Maintenance and Management Plan (or the equivalent)

## Project Information

*Insert responses to every question. Use N/A where appropriate.*

Title:

Abstract:

Total cost (round up to nearest $1,000):

Amount requested from WCB (round up to nearest $1,000):

Start date: Click or tap to enter a date.

End date: Click or tap to enter a date.

Project type (select one*)*:

[ ]  Land Acquisition

[ ]  Planning

[ ]  Implementation

Primary Goal of Project (select one):

[ ]  Fish and Wildlife Habitat

[ ]  Public Access

[ ]  Education and Interpretation

[ ]  Water Quality

Mitigation cannot be funded under this program. Is any portion of the project a required mitigation or to be used for mitigation under State or federal environmental laws or regulations?

[ ]  Yes

[ ]  No

### Location

Specific location (Assessor Parcel Number or address if available):

Nearest City (distance and direction):

Latitude (decimal degrees):

Longitude (decimal degrees):

Point represented by the Latitude and Longitude coordinates (e.g., center of project site):

Is the Project Area within the American River Parkway Boundary (select one):

[ ]  Completely

[ ]  Partially

[ ]  Immediately Adjacent

[ ]  Other:

Current Zoning (for projects outside the Parkway boundary):

What is the project site’s Land Designation and what Area Plan is it within from the [2008 American River Parkway Plan (PDF)](https://regionalparks.saccounty.net/Parks/Documents/Parks/ARPP06-092617_sm.pdf) (for projects within or partially within the Parkway boundary):

State Assemblyman (district number and representative’s name):

State Senator (district number and representative’s name):

### Applicant

Organization name:

Organization type (check one):

[ ]  City Government

[ ]  County Government

[ ]  Other Local Government

[ ]  Nonprofit Organization

Primary applicant contact name and title:

Phone:

E-mail address:

Mailing address:

Signatory name, title, and e-mail address if different than primary applicant contact:

Tax Identification Number:

### Landowner

Landowner name:

Landowner type (check all that apply*)*:

[ ]  State Government

[ ]  Local Government

[ ]  Federal Government

[ ]  Nonprofit Organization

[ ]  Private Landowner

[ ]  Other

Primary landowner contact name and title:

Phone:

E-mail address:

Mailing address:

Signatory name, title, and e-mail address if different than primary landowner contact:

### Board Meeting Dates

Projects must meet readiness standards to be considered for funding approval at a board meeting (e.g., CEQA documents must be completed no less than 15 days prior to the board meeting where funding approval may be considered). Assuming no complications, the grant agreement may be fully executed approximately 45 days following the board meeting where funding approval is granted.

Use the following drop-down lists to select which board meeting dates are feasible, not feasible, and preferred from the applicant’s perspective.

* November 2022: Choose an item.
* February 2022: Choose an item.
* May 2022: Choose an item.
* August 2022: Choose an item.

### Applicant Signature

“By signing this form, I certify that I am authorized to apply for this grant and the information contained in this Application and its attachments is true and accurate to the best of my knowledge.”

Printed name:

Title:

Signature:

Date: Click or tap to enter a date.

### Landowner Signature\* (for Planning and Implementation projects)

“By signing this form, I certify that I am the legal property owner, or owner’s representative, where the project will take place, I am familiar with the proposed project, and I understand that the grant agreement will include terms for the grantee to access the property and implement the project and for WCB to monitor the project.”

Printed name:

Title:

Signature:

Date: Click or tap to enter a date.

\*Add additional rows as necessary for multiple landowners.

[ ]  Landowner letter of support attached.

##  Narrative Questions

*Respond concisely to each of the following questions. Combined responses to narrative questions, not including figures or tables, are expected to range between 5 to 10 single-spaced, letter-size (8.5” x 11”) pages and should not exceed 15 pages.*

### Applicability to Solicitation Priorities

1. Provide a detailed description of the project background, the historic and current land uses of the project site, rationale for the project need, scientific basis for the proposed work, and expected results from the project.
2. Explain how this project will result in multiple tangible benefits (e.g., wildlife habitat, water quality, education, nutrient cycling, etc.) and their significance to the PSN priorities and Proposition 68 objectives.
3. Explain how the project is compatible and consistent with the 2008 American River Parkway Plan.
4. Explain how the proposed project will provide climate change adaptation and resilience benefits to wildlife, habitat, and ecosystem function.
5. Identify relevant, related projects or phases that have already been planned or implemented. Describe anticipated consequences if WCB does not fund this project at this time.

### Durability of Investment

1. Describe the extent to which a project will deliver enduring, sustainable benefits. What are the provisions to maintain the benefits and for what period of time? Are there any protections or restrictions affecting the project (e.g., utility easements, mineral rights, conservation easements, etc.)?
2. Are you, the landowner, or Sacramento County Regional Parks aware of any projects occurring now or in the future that could impact the proposed project or the future implementation of a planning project?
3. For implementation projects, describe applicable management and/or monitoring plans and how they pertain to the project.
4. For planning projects, explain the steps that will be taken in the future to implement the work the planning project supports (e.g., what is your plan for securing implementation dollars or completing 100% designs and environmental review, and what is the anticipated time before implementation can occur?).
5. For implementation and acquisition project proposals, include a Long-Term Management Plan (or the equivalent) addressing how the project will be maintained for a minimum of 25 years.
* Who will be responsible for implementing ongoing management and/or monitoring? Provide specific contact information if another agency, program, or individual will be collecting, storing, and evaluating the data.
* How will long-term management and monitoring activities be funded after the project is complete?

### Monitoring and Reporting

1. Describe how the effectiveness of the project will be monitored, assessed, and reported. All project proposals (including planning projects) must include a Monitoring and Reporting Plan (or the equivalent) addressing project-specific performance measures, opportunities to extend the monitoring activities beyond the term of the grant, and how monitoring results and progress towards objectives will be reported.

### Project Team Qualifications

1. Describe your organization’s relevant experience, resources, and capacity to successfully complete the proposed project. Provide examples of similar grant-funded projects previously completed by your organization. Identify key partners or subcontractors who will contribute to project work.

### Schedule and Deliverables

1. Describe how the proposed project will be carried out. Explain how the approach and methodology are appropriate for the project objectives.

Using a bullet list, table, Gantt chart, or similar tool, detail the sequence and timing of project tasks, milestones, and deliverables to complete the project within the grant term (i.e., project must be complete, and funds expended, no later than March 31, 2025).

### Project Readiness

1. Demonstrate how property access, environmental compliance, permitting, planning, engineering design, and any other necessary preparations have been addressed and are sufficient to ensure prompt project implementation.
2. List each environmental document and permit that will be required for the project and provide the date completed or current status and date anticipated to be completed. If the proposed project may qualify for a CEQA exemption, identify which exemption(s) and explain why. If the project does not qualify for a CEQA exemption, identify the “lead agency” under CEQA, which type of environmental document may be required and its current status. Provide the State Clearinghouse Number, if available.
3. For land acquisitions, describe the status of landowner negotiations and any due diligence that has been initiated.

### Budget

1. Complete the Budget Worksheets referenced in the PSN (A. Applicant Budget; B. Budget Justification; C. Cost Share; D. Acquisition Costs). See the PSN for information regarding project budgets and cost share. Submit the completed Budget Worksheets as MS Excel attachments to the Application Form.

### Cost Share

1. Provide evidence (e.g., letters, contact information) of secured cost share. In the absence of secured cost share, describe any budget shortfall and how it will be addressed.
2. Describe any in-kind services and their significance for the project.

### Community Access

1. Will the project improve or expand community access to the Parkway through engagement programs, technical assistance, or facilities that maximize safe and equitable physical admittance, to natural or cultural resources, community education, or recreational amenities? If yes, describe how.

### Community Support and Collaboration

1. Provide evidence of broad-based public and/or institutional support for the project at the local, regional, or larger scale. Discuss local community or other stakeholder engagement in project delivery (e.g., involvement with project planning/design, outreach, implementation, monitoring, maintenance, etc.).
2. Explain how the project is consistent with relevant State, federal, and regional plans, including the WCB Strategic Plan Update.

### Serving Disadvantaged Communities

1. Explain whether the project provides direct benefits to severely disadvantaged communities and/or is located within a disadvantaged community. See the PSN for instructions how to make these determinations.

### CCC/CALCC Services

1. Describe whether and to what extent the project will utilize California Conservation Corps (CCC) and/or California Association of Local Conservation Corps (CALCC) services. The [Corps Consultation Review Document](https://ccc.ca.gov/what-we-do/funding-opportunities/proposition-68-parks-water-bond/) can be used to determine feasibility for CCC or CALCC to provide project services.

END OF APPLICATION