

# Request for Grant Proposals

## Vamos A Pescar Grant Program



### Proposal Deadline

December 8, 2021 (11:59 pm, PST)

### PURPOSE

Pursuant to the George H. W. Bush *Vamos A Pescar*<sup>™</sup> Educational Fund and Fish and Game Code Section 1501.5(b), the California Department of Fish and Wildlife (CDFW) has established a competitive grant program to fund selected projects that supports state and local efforts to educate and engage California's Hispanic communities in metro-centric settings through bilingual, multigenerational, and multigendered programs, classes, and fishing and boating activities.

Funds may be used for projects, including but not limited to experiential or hands-on fishing education, community activities promoting good fishery stewardship, technical fishing skills development, fishing-related workshops and classes, apprentice-level fishing trips with hands-on instruction, and other such events that promote recreational fishing in California.

Multiple bilingual events with the same audience must occur throughout the grant term in order for programs to be considered.

All events submitted as part of the grant application must:

- Feature programs that have an evaluation component, established goals and objectives, and defined metrics to measure outcomes to be considered for funding.
- Be able to use in-person events and virtual platforms in conjunction with one another, as required by current local and state health and safety standards at the time of each event. When virtual delivery cannot be utilized, COVID-19 prevention measures must be followed and incorporated into events. Note: virtual delivery options do not eliminate the need for programs to focus on hands-on experiences. Creativity around the integration of virtual and hands-on learning is encouraged.
- Begin no sooner than March 1, 2022 and conclude no later than November 1, 2022. *Events planned before or after this date or reoccurring events that stretch beyond these dates should not be included on the application and will not be eligible for reimbursement.*

### GRANTING AUTHORITY

Funding for this Request for Proposal (RFP) is provided from the George H.W. Bush *Vamos A Pescar*<sup>™</sup> Educational Fund with support from the United States Fish and Wildlife Services Sport Fish Restoration Act and the CDFW. This grant program is part of CDFW's ongoing angler recruitment, retention and reactivation (R3) effort to increase fishing participation statewide. The George H.W. Bush *Vamos A Pescar*<sup>™</sup> Education Fund supports the Recreational Boating & Fishing Foundation's (RBFF) Hispanic initiative, *Vamos A Pescar*<sup>™</sup>.

## ELIGIBILITY CRITERIA (FGC § 1773.2)

To be eligible for grant funding from this competitive grant program, an applicant's programs shall meet all of the following criteria:

- (a) Be a registered 501(c)3.
- (b) Ethnically inclusive: Events will be open to families of all races/ethnicities with bilingual Spanish-English instruction, materials and outreach provided. Multilingual instruction, materials and outreach are encouraged.
- (c) Family/community focused: Program will embrace participation across multiple generations and genders. Learning and outreach materials should reflect this.
- (d) Metro-centric: Program will encourage focus in California metropolitan areas.
- (e) Focused on Multiple Opportunities: Program will provide multiple opportunities for the same audience to participate in fishing activities throughout the grant term.
- (f) Virtual learning compatible: Program will have the ability to use both in-person and virtual platforms, as required by current local and state health and safety standards at the time of each event.
- (g) Program should promote good stewardship toward the State's aquatic resources and include information on angler funded (i.e. Sport Fishing Restoration Act) conservation projects around California.
- (h) Continuing Engagement: Program will provide the appropriate education and information to prepare participants to continue fishing after participation is concluded.
- (h) Evaluation: Programs must have a plan in place to evaluate the effectiveness of each event or program offered. Quarterly reports and a Final report will be required.

## FUNDING

Funding is based on grant budget proposals that are (a) necessary to meet the objectives of the project, (b) allowable, and (c) incurred in a manner consistent with the applicant/organization's established practices.

- One proposal may be submitted per applicant or organization.
- The minimum funding request is \$5,000 and the maximum is \$20,000.

## GRANT REQUIREMENTS

1. Each applicant may only submit one proposal for consideration.
2. Each applicant must fill out both the CDFW application and the RBFF application, with any supporting documents attached.
3. A proposal must consist of multiple projects with the same audience.
4. Project activities must be conducted in California (out of state projects are not eligible).
5. Funded activities must be completed between March 1, 2022 and November 1, 2022.
6. Funded activities must meet the program requirements listed under the eligibility criteria (above) in order to be considered.

## Allowable Expenses

- Projects implemented in California only.
- Personnel.
- Fringe expenses.
- Fishing equipment.
- Boat rental.
- Event supplies.
- Event and educational contracts.
- Program costs, including virtual platform expenses.
- Curriculums related to fishing.

## Unallowable Expenses

- Projects implemented outside of California.
- Personal expenses.
- Food and drink.
- Technology equipment and applications, except for virtual platform expenses.
- Office equipment.
- Business operation expenses.
- Swag or promotional items.

## Disqualifications

The following will result in the disqualification of a grant proposal:

- Grant proposals from ineligible institutions such as non-501(c)3 entities.
- Incomplete grant proposals, including proposals with missing, blank, unreadable, or otherwise unusable attachments.
- Grant proposals that include activities outside the grant term dates.
- Grant proposals with unallowable costs used to complete the project objectives.
- Grant proposals that do not meet the eligibility requirements.
- Grant proposals that do not meet the grant proposal format and section requirements listed below.

## REVIEW PROCESS

CDFW will prioritize funding projects that demonstrate the highest degree of measurable benefits in support of angler recruitment fishing activities among multigenerational Hispanic communities in California. Proposals will be reviewed for eligibility and completeness. Incomplete proposals will not be considered. Complete grant proposals will be evaluated and competitively rated for innovation, demonstrated need, merit, and the ability of the applicant and/or organization to perform the proposed work.

- Proposals recommended for funding will be forwarded to the RBFF *Vamos A Pescar*<sup>™</sup> review board for consideration, where the final decision on funding will be made.

## EVALUATION CRITERIA

Close consideration will be given to grant proposals that demonstrate innovation, merit, and commitment to excellence during the review process.

1. Project Purpose (10 points)

Scoring based on the specific issue and/or demonstrated need the project will address.

2. Potential Impact (10 points)

Scoring based on anticipated impact of angler recruitment, retention and reactivation (R3) efforts and the eligibility requirements listed in this public solicitation notice.

3. Expected Measurable Outcomes (10 points)

Scoring based on the relevance, timeliness, and ability to achieve success of the project goals.

4. Project Work Plan (10 points)

Scoring based on the clarity and quality of the planned events and relevance of the specific activities to the project purpose.

5. Budget Narrative (10 points)

Scoring based on the ability of the applicant/organization to implement the project, reasonableness of the budget, relevance to the specific activities and project goals. Additional points may be awarded for in-kind or match pledged.

## Grant Proposal Application Format

Proposals must use at least 1" margins and 12-point single-spaced type.

- For single project submissions, Sections 3-7 (below) of the grant proposal must not exceed two pages.
- Grant proposals must not exceed five pages, or they will not be reviewed. Provide specifics for Sections 3-7 below for each project. Appendices will not be counted towards the five page maximum.

Required sections include:

1. **TITLE:** The title must clearly describe the grant-funded project.
2. **APPLICANT INFORMATION:** Name, affiliation, mailing address, phone number, and e-mail address (mandatory) for principal contact; name and affiliation. Letters of support for all collaborators should be included in Appendix (if applicable).
3. **EXECUTIVE SUMMARY:** A short description of your organization, the need you intend to solve with this grant, your proposed events that will appear in the proposal, and any other information pertinent to giving a basic overview of your proposal.
4. **EVENTS PLAN:** Describe the design of each event and clearly list the explicit objectives and goals for each event. This should include any expected outcomes and ways in which you intend to measure those outcomes. This section **MUST** include:
  - Name of each activity/event;
  - Date of each activity/event;
  - Estimated number of total participants, including specific information on:
    - i. Estimated number of adult participants.
    - ii. Estimated number of youth participants.
    - iii. Estimated number of participants who have never held a California fishing license.
  - Estimated number of total staff/volunteers/instructors;
  - Number of hours each activity/event will last;
  - Ethnic groups that each activity/event will serve, broken down into percentages;
  - In-person and virtual delivery plans for each event.
5. **SIGNIFICANCE TO THE GOALS OF THE PROJECT PROPOSAL:** Describe how the combination of proposed events/activities will fulfil the goals of the *Vamos A Pescar* grant intentions.
6. **FOLLOW-UP:** Describe your plan to follow up with participants and to ensure they are equipped with the information necessary to continue fishing after the program/events are concluded.
7. **GREATER SELECTION CRITERIA:** Please answer the following:

- Will your materials, teaching aids, outreach/advertising be bi/multilingual? If so, in what languages?
- Will your staff/volunteers be bi/multilingual?
- Please provide any other information on creating a bi/multilingual environment.
- Provide details about how you intend to promote TakeMeFishing.org and VamosAPescar.org as a resource to participants.

8. ESTIMATED BUDGET: Complete the following budget information and insert it into your proposal:

| <b>Requested Grant Amount:</b>                               | <b>Total:</b> |
|--|---------------|
| A. Personnel Services - Personnel and Staff Benefits         |               |
| B. Operating Expenses – General Field Supplies, Travel, etc. |               |
| C. Operating Expenses – Subcontractors                       |               |
| D. Operating Expenses - Equipment:                           |               |
| E. Other (specify):  |               |

Is this grant part of a larger program? \_\_\_\_\_

| If yes, please report other funding sources and amounts: |               |
|--|---------------|
| <b>Source</b>  | <b>Amount</b> |
| 1.   | \$            |
| 2.   | \$            |
| 3.   | \$            |
| 4.   | \$            |

9. APPENDICES: Literature cited & letters of collaboration (if applicable).

10. GEORGE W.H. BUSH VAMOS A PESCAR APPLICATION: Please copy and paste the necessary information from your CDFW grant application to the RBFF application, sign, and date it. Include this in your application package to CDFW.

### **Grant Schedule**

November 8, 2021: Public Solicitation Noticed Published  
 December 8, 2021: Grant Proposals due to CDFW  
 December 15, 2021: Proposals ranked and forwarded to RBFF  
 January 14, 2022: Final grantees selected by RBFF board  
 End of January 2022: Selected grantees notified  
 February 2022: Grant contracts filed with CDFW  
 March 1, 2022: Funding commences