[PROJECT STATEMENT TITLE]

**INTRODUCTION:** Briefly describe the proposed project and any history or special circumstances important to understanding the project. [**(50 CFR 80.82)(c)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)**.** This will be made public on the TRACS viewer. Please ensure your introduction is appropriate to be used as public description for the grant. (4000- character limit)

**NEED:** Explain **why** the project is necessary and how it fulfills the purposes of the relevant Act(s) under which you will apply. [**(50 CFR 80.82)(c)(1)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**PURPOSE and OBJECTIVE(S):** State the purpose and objectives, and base them on the need. The purpose states the desired outcome of the proposed project in general or abstract terms. The objectives state the desired outcome of the proposed project in terms that are specific and quantified. **What** would be accomplished during the grant period pursuant to the stated need? Objectives must; (1) Specify what would be accomplished within the grant period, money (both federal & non-federal), and staffing allocated; (2) specify a recognizable end point; and (3) be quantifiable or verifiable (i.e. measurable). [**(50 CFR 80.82) (c)(2)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

TRACS Strategy [(use TRACS Matrix)](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=215213&inline)

* 1. TRACS Standard Objective 1
     + Activity Tag 1
       - Unit of Measurement
       - Additional Info (if required)
* Activity Tag 2 (if required)
  + Additional Info (if required)
  1. TRACS Standard Objective 2
     + Activity Tag 1
       - Unit of Measurement
       - Additional Info (if required)
* Activity Tag 2 (if required)
* Additional Info (if required)

TRACS Strategy

* 1. TRACS Standard Objective 3
     + Activity Tag 1
       - Unit of Measurement
       - Additional Info (if required)
* Activity Tag 2 (if required)
  + Additional Info (if required)
  1. TRACS Standard Objective 4
     + Activity Tag 1
       - Unit of Measurement
       - Additional Info (if required)
* Activity Tag 2 (if required)
* Additional Info (if required)

Which of the above objectives, if any, relate to R3 activities (Recruitment, Retention and Reactivation)?

**Example:** ([TRACS Project Statement Guidelines](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=215215&inline) can be used as an additional reference).

Research, Survey Data Collection and Analysis

**1. Conduct three (20) general fish surveys by 6/30/2025.**

* + Activity Tag 1: Fish and wildlife species data acquisition and analysis
    - Unit of Measurement: 20 investigations/surveys
    - Species: Largemouth Bass; Smallmouth Bass (enter species associated with investigation)

1. **Conduct three (10) Kokanee spawning surveys by 6/30/2025.**

* Activity Tag 1: Fish and wildlife species data acquisition and analysis
  + - Unit of Measurement: 10 investigations/surveys
    - Species: Kokanee (enter species associated with investigation)

Planning

1. **Develop 2** **species management plan by 6/30/2025.**
   * Activity Tag 1: Species management
     + Unit of Measurement: 2 plans
     + Species: Largemouth Bass; Smallmouth Bass (enter species associated with plan)
2. **Revise 1 species management plan by 6/302025.**
   * Activity Tag 1: Species management
     + Unit of Measurement: 1 plan
     + Species: Kokanee (enter species associated with plan)

R3 Related Activities: None

**APPROACH:** Describe the methods used to achieve the stated objectives **individually.** **How** will the objective(s) be attained? Each objective should list a corresponding approach, identified by Objective number.

Example:

* **“Objective 1 Approach:”**
* **“Objective 2 Approach:”**
* **“Objective 3 Approach:”.**
* **“Objective 4 Approach:”.**

Approach descriptions should itemize the specific activities that are expected to be performed to meet the stated need, objectives, and results described above. Include detailed descriptions of the activities specific methods, procedures, schedules, protocols, key project personnel, cooperators, etc., as necessary to evaluate whether the activity is eligible under the authority and the potential environmental impacts. Attach any relevant documents pertaining to the approach or activities such as; management plans, stocking plans, design drawings, survey protocols, etc. [**(50 CFR 80.82)(c)(5)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**RESULTS or BENEFITS:** Describe the results or benefits of accomplishing the project objective(s), especially as they relate to the specific purpose or goals of the program authority under in which you are applying. In most cases, this includes the benefits expected to the public, species, and/or habitat. [**(50 CFR 80.82)(c)(4)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**GEOGRAPHIC LOCATION:** **Where** will the work be done? Describe the state, county and specific boundaries of the project. If administrative/office activities are proposed, provide the address(s) where the work will occur. If construction or field-work is expected, provide a map with the specific location of these activities and geographic coordinates such as latitude & longitude. Attach vicinity and specific location maps as referenced figures. [**(50 CFR 80.82)(c)(7)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**PRINCIPLE INVESTIGATOR FOR RESEARCH PROJECTS:** Record the principal investigator’s name, work address, and work telephone number. [**(50 CFR 80.82)(c)(8)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**BUDGET NARRATIVE:** The attached Budget Detail demonstrates the connection between costs and the proposed project activities. Project personnel costs, including base-line salaries, estimated salary adjustments and benefits are directly charged. Additionally: Provide costs by project with additional information sufficient to show that the project is cost effective (use Budget Detail sheet). Describe any item that requires the Service’s approval and estimate its cost. Examples are pre-award costs and capital expenditures for land, buildings, and equipment. Include a schedule of payments to finish the project if an agency proposes to use funds from two or more annual apportionments. [**(50 CFR80.82)(c)(10)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80/subpart-G/section-80.82) **(NOFO FY 2024, Section IV.D.)**

**General Expense ($):** Items that are necessary and reasonable for the associated personnel services and project activities, which may include miscellaneous office costs and supplies, freight and drayage, facility costs for meetings and conferences, maintenance and repairs of office equipment, tags and tagging supplies, nets, sensitive non-IT goods, and other minor expenses as incurred.

**Minor Equipment ($):**

**Travel/Training ($):**

**Internal Contracts ($):**

**External Contracts ($):**

**Major Equipment ($):** Federally-funded equipment will not be acquired for use on this project. If major equipment will be acquired, describe the type of equipment, cost of equipment and use of equipment.

**Useful Life:** Propose a useful life for each capital improvement, and reference the method used to determine the useful life of a capital improvement with a value greater than $100,000. [**(50 CFR 80.82)(c)(6)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**Program Income:** N/A

**Match Description:** Document how the minimum % State/private match requirements will be met (identify funds and/or in-kind services). Provide clear description of how the match directly relates to the project’s purpose, objectives and approach.

**INDIRECT COST STATEMENT:** CDFW is a U.S. State government entity receiving more than $35 million in direct Federal funding each year. The indirect cost rate proposals are submitted to the U.S. Department of the Interior. Currently, the approved FY22/23 rate is 21.52%. The FY24/25 rate proposal will be submitted for approval and is subject to change. **(NOFO FY 2024, Section IV.E.)**

**SINGLE AUDIT REPORTING STATEMENT:** CDFW submitted a Single Audit Report to the California Department of Finance (DOF) for the most recently closed Fiscal Year. DOF compiles and submits a single Audit Report on behalf of the State of California. The report is available on the DOF website, located here: <https://dof.ca.gov/programs/osae/california-single-audit-and-state-leadership-accountability-reports/>  **(NOFO FY 2024, Section IV.F.)**

**MULTI-PURPOSE FUNDING:** Describe the method for allocating costs in multi-purpose projects and facilities. A grant-funded project or facility is multi-purpose if it carries out the purposes of: (a) A single grant program under the Acts; and (b) Another grant program under the Acts, a grant program not under the Acts, or an activity unrelated to grants. Costs must be allocated based on the uses or benefits for each purpose that will result from the completed project or facility. [**(50 CFR 80.82)(c)(11)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**RELATIONSHIP WITH OTHER GRANTS:** Describe any relationship between this project and other work funded by Federal grants that is planned, anticipated, or underway. [**(50 CFR 80.82)(c)(12)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**TIMELINE:** All activities are intended to occur within the fiscal year 2023/24 grant cycle. The anticipated timeline for the activities described in the approach is as follows:

|  |  |
| --- | --- |
| Anticipated Time Frame | Pre-award Activities (not funded by this award, but necessary for grant to be implemented by July 1) |
| March 2024 | Start contract process |
| April 2024 | Start procurement process |
| May 2024 | Seasonal hiring |
| June 2024 | Seasonal hiring, wrap up contract process |
|  |  |
| **Anticipated Time Frame** | **Activity** |
| July 2024 | Road maintenance, fence maintenance |
| August 2024 | Road maintenance, fence maintenance |
| Sept. 2024 | Road maintenance |
| Oct. 2024 | Check hunter stations, porta-potty delivery |
| Nov. 2024 | Check hunter stations, porta-potty delivery |
| Dec. 2024 | Design new signs |
| Jan. 2025 | Parking lot assessment |
| Feb. 2025 | Species assessment |
| March 2025 | Species assessment, install new signs |
| April 2025 | Habitat maintenance (late Spring: April-June), parking lot maintenance |
| May 2025 | Habitat maintenance (late Spring: April-June) |
| June 2025 | Habitat maintenance (late Spring: April-June) |

Describe significant milestones in completing the project and any accomplishments expected during the grant cycle. (See examples in the table above). [**(50 CFR 80.82)(c)(13)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

**ENVIRONMENTAL COMPLIANCE:** Provide any information relevant to ensuring compliance with applicable federal laws, including the following: [**(50 CFR 80.82)(c)(14)(ii)**](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-F/part-80)

Please include any applicable iPac, NMFS and/or permits related to field work. If local USFWS Ecological Services Office requires consultation; initiate and provide relevant documentation.

* 1. NATIONAL ENVIRONMENTAL POLICY ACT (NEPA): Provide any information that may be relevant to compliance by the Wildlife & Sport Fish Restoration (WSFR) Checklists for NEPA Categorical Exclusions & Extraordinary Circumstances Compiled from current regulations as of May, 20, 2010. Attach copies of NEPA documents as appendices. Further NEPA guidance to states can be found in the WSFR toolkit.

<https://fawiki.fws.gov/display/WTK/Service+Handbook?preview=%2F5931150%2F6684704%2FNEPA-G2S.pdf>

* 1. ENDANGERED SPECIES ACT (ESA): Provide any information that may be relevant to compliance by completing the Endangered Species Act (ESA) Evaluation Form. Attach copies of current biological opinions or recovery permits. Form needs to include complete conservation measures to avoid, minimize or mitigate any potential take of listed species. Explanation and the rational as to “why” a no affect or not likely to adversely affect determination was made should be discussed.

<https://fawiki.fws.gov/pages/worddav/preview.action?fileName=esconshb.pdf&pageId=5931150>

* 1. NATIONAL HISTORIC PRESERVATION ACT (NHPA): Provide any information that may be relevant to compliance with the NHPA, such as locations of historic or cultural properties, surveys, or relevant consultations, concurrences or correspondence with the State Historic Preservation Office (SHPO). Attach copies of documents as appendices and maps as figures.

<https://fawiki.fws.gov/pages/viewpage.action?pageId=3244049&preview=%2F3244049%2F6684702%2FNHPA.pdf>

* 1. BALD AND GOLDEN EAGLE PROTECTION ACT (EAGLE ACT):

If the work is administrative include the following text: The activities proposed in this project are administrative. Therefore, no activities proposed in this project will be conducted within 10 miles of eagle habitat or lead to the disturbance or take of eagles.

Include the following text in the WSFR compliance documentation if there is any potential for eagles to occur within a 10-mile radius of the project: The Eagle Act (16 U.S.C. 668-668c), has prohibited take of Bald Eagles since 1940 and Golden Eagles since 1962. Take means pursue, shoot, shoot at, poison, wound, kill, capture, trap, collect, destroy, molest, or disturb. Such restrictions help ensure the future viability of eagles in the wild. Under the Eagle Act, “disturb,” is defined as “to agitate or bother a bald or golden eagle to a degree that causes, or is likely to cause, based on the best scientific information available, injury to an eagle, a decrease in its productivity, by substantially interfering with normal breeding, feeding, or sheltering behavior” (Federal Register 72: 31132, June 5, 2007). Address how the grant will ensure no Bald Eagles will be pursued, shot, shot at, poisoned, wounded, killed, captured, trapped, collected, destroyed, molested, or disturbed.

* 1. OTHER PERMITS: List and provide the current status of any other required federal permits (e.g. Clean Water Act, Rivers & Harbors Act, etc.). Attached copies of completed permits as appendices.

**REFERENCES:** List references used in developing this project statement.

# **KEY CONTACTS:**