

BOATING ACCESS GRANT PROGRAM PUBLIC WORKSHOP

October 4, 2023

California Department of Fish and Wildlife

Workshop Agenda

- Boating Access Grant Program Overview
- Program Requirements
- Application Process
- WebGrants Application Portal
- Timeline
- Q&A



CDFW and Boating Access

CDFW Mission: To manage California's diverse fish, wildlife, and plant resources, and the habitats upon which they depend, for their ecological values and their use and enjoyment by the public.

- Approximately 2 million fishing licenses issued in 2020
- An estimated 4 million boaters in California
- Recreational fishing is important, socially, culturally, and economically.
- Creating Safe and Reliable Access is Critical



Background



Federally funded through the U.S. Fish and Wildlife Service's Sport Fish Restoration Grant Program.

Boating Access sub-program provides federal funds for facilities that create or add to public access for recreational boating and improvements to waterways that increase access to recreational boating opportunities.

Annual allocation: Approx. \$2 million

Program Background Contd.

2023-2024 Boating Access Proposal Solicitation Notice

Up to \$8.6 million available
this year.

Looking for projects that will
develop, renovate, maintain
or improve facilities that
create or enhance public
access to the waters of the
United States or advance
the suitability of these water
for recreational boating.



Project Types

Planning Projects

- Permitting, and design for Boating Access Facilities.

Construction Projects

- Shovel-ready construction of boating access Facilities.

Administration and Coordination of boating access programs

- Operation and Maintenance of boating access facilities.
- Outreach to boaters about available boating access and amenities.
- Aquatic Invasive Species Information and Education In some instances, vegetation management – If it's all about keeping boaters accessing the water.

Boating Access Facilities

- Amenities for Boaters at Boating Access Facilities:
 - May include restrooms, wash-down stations, fish cleaning stations for boaters, ramps, courtesy or loading docks, maneuvering areas, parking areas, walkways, beaching areas for boats, picnic tables, garbage facilities for boaters, shade structures, lighting, signage, etc.
 - Launching and landing facilities for paddle craft and non-motorized boats.
 - Pump out facilities for vessels that have on-board sanitary holding tanks.
 - Fueling docks for boaters.
 - Potable water supplies for boaters.
 - Dinghy docks.

Includes compliance with Americans with Disabilities Act (ADA)

Program Requirements

Eligible Entities

- State and local government agencies
- Tribes
- Nonprofit organizations

Budget Requirements

- Cost sharing or Match – 25% match required
- Indirect costs requirements will follow the 2 CFR 200
 - Allow use of federal Negotiated Indirect Cost Rate Agreement (NICRA)
 - Use a de minimis rate of 10%

Environmental Compliance and Permitting

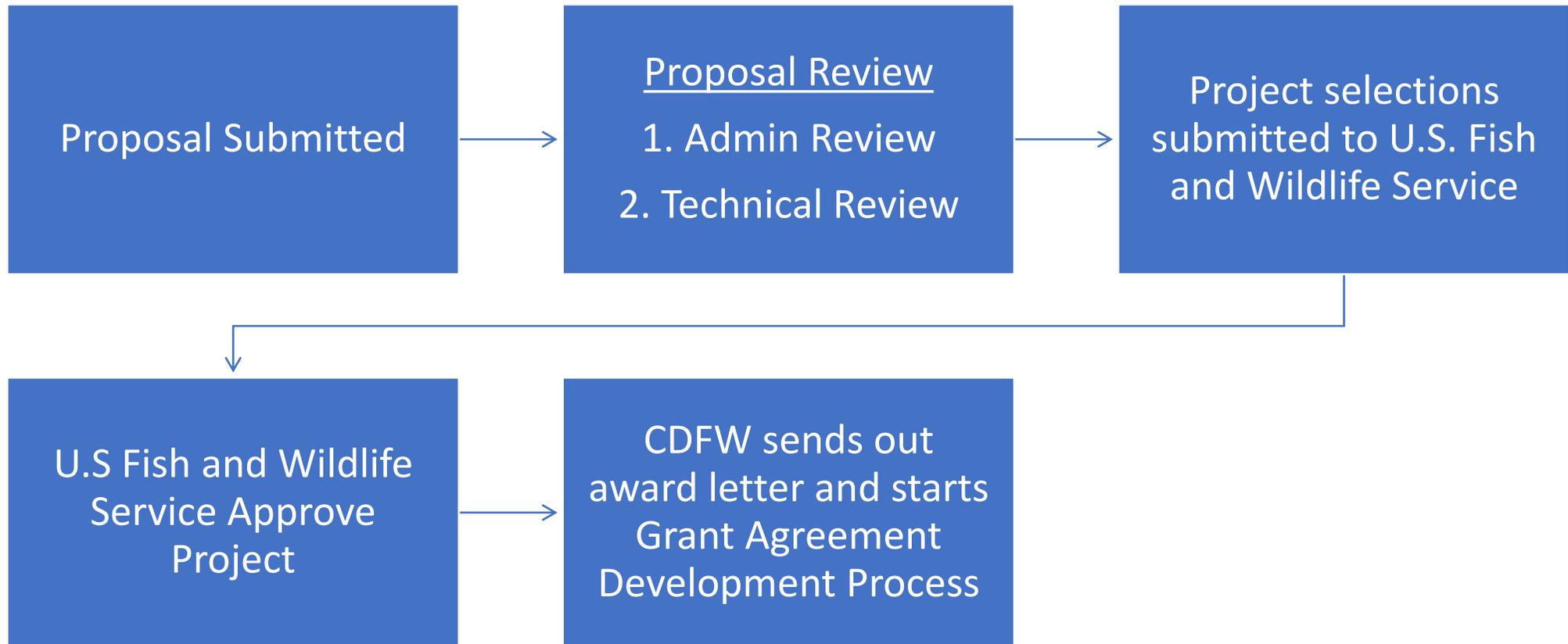


Projects must comply with all applicable state, tribal and federal environmental laws and regulations including the National Environmental Policy Act (NEPA).

Applicants are responsible for obtaining all permits necessary to complete project work.

Application Process

Application Process Overview



Application Documents

- [WebGrants Application Word Document \(Word\)](#)
- [Project Narrative Template \(Word\)](#) Required
- [Project Statement Guidelines \(PDF\)](#) (reference guide)
- [Budget Template – Staff Match \(Excel\)](#) Required
- [Budget Template – Cash Match \(Excel\)](#)
- [Eagle Act Compliance \(Word\)](#) If applicable.
- [ESA Evaluation Form \(Word\)](#) Required
- [NEPA Checklist \(PDF\)](#) If applicable

Project Narrative

- Introduction
- Need
- Purpose and objectives
 - TRACS Strategy – use [TRACS Matrix](#) to define strategies and standard objectives
- Approach
- Results or Benefits
- Geographic Location
- Budget
- Timeline
- Environmental Compliance

WebGrants Overview



All proposal applications
must be submitted via
WebGrants



Submission Deadline:
4:00 PM (PST) November 3,
2023

WebGrants Setup

- WebGrants User Accounts
 - You cannot apply to the PSN without an active WebGrants user account
 - Multiple users can work on the same application but must have their own user accounts
- Returning Applicants – Do not re-register. Use your existing user id and password
- New to WebGrants? – Please register to create an account

How to Register for a WebGrants Account

CALIFORNIA DEPARTMENT OF FISH and WILDLIFE

System Compatibility

 Log In

Log In

User ID:

Password:

[Forgot User Id?](#)

[Forgot Password?](#)



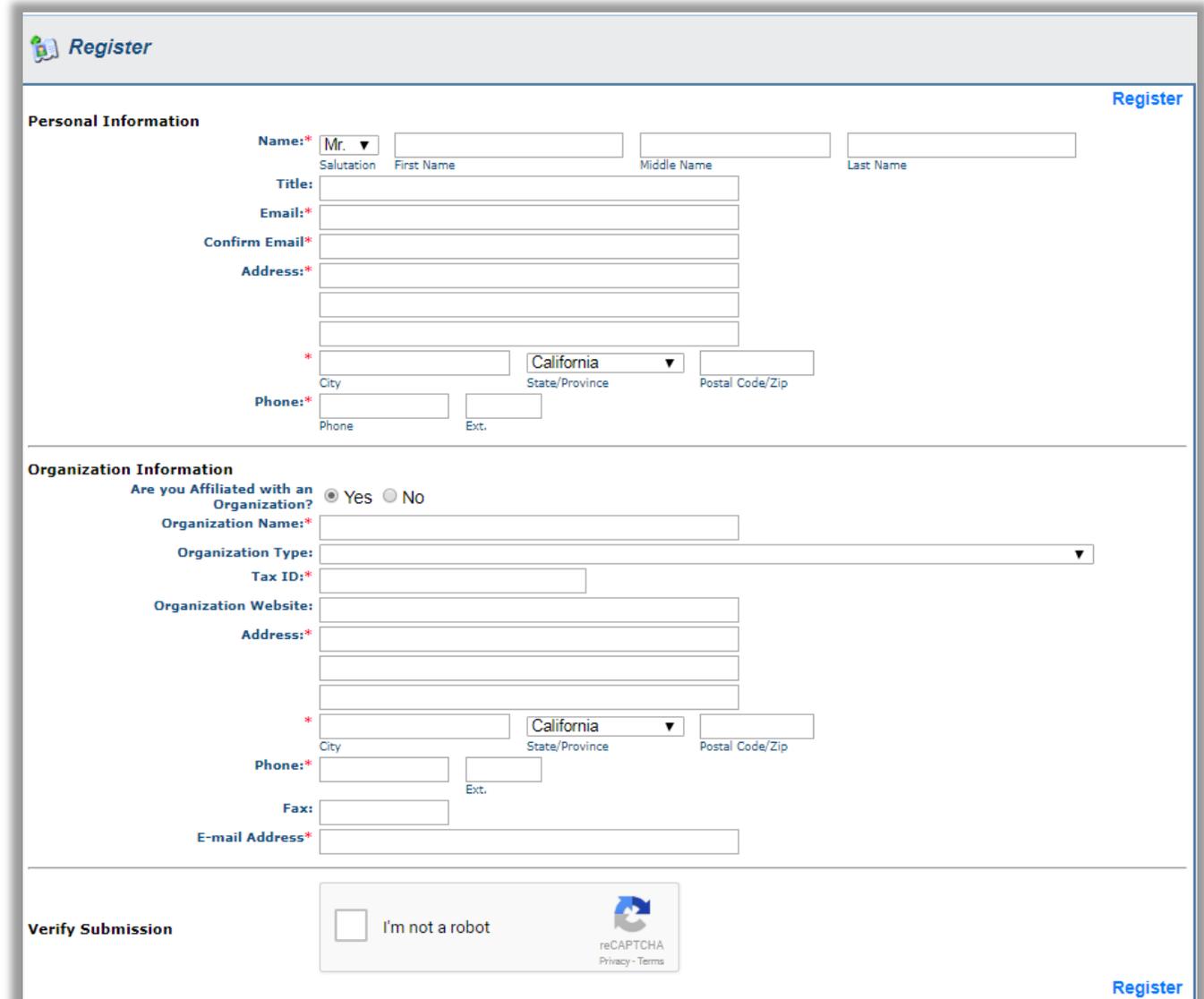
New to WebGrants - California Department of Fish and Wildlife?

[Register Here](#)

Click →

WebGrants Registration Form

- All fields marked with an asterisk (*) are required
- Please do not provide any personal contact information
 - Business contacts only
- Organization Tax ID is not necessary at this stage
 - Enter "NA"



The screenshot shows the 'Register' form with the following sections and fields:

- Personal Information:**
 - Name: * (Salutation: Mr., First Name, Middle Name, Last Name)
 - Title:
 - Email: *
 - Confirm Email: *
 - Address: *
 - City, State/Province (California), Postal Code/Zip
 - Phone: * (Phone, Ext.)
- Organization Information:**
 - Are you Affiliated with an Organization? (Yes/No)
 - Organization Name: *
 - Organization Type:
 - Tax ID: *
 - Organization Website:
 - Address: *
 - City, State/Province (California), Postal Code/Zip
 - Phone: * (Phone, Ext.)
 - Fax:
 - E-mail Address: *
- Verify Submission:** Includes a checkbox for 'I'm not a robot' and a reCAPTCHA widget.

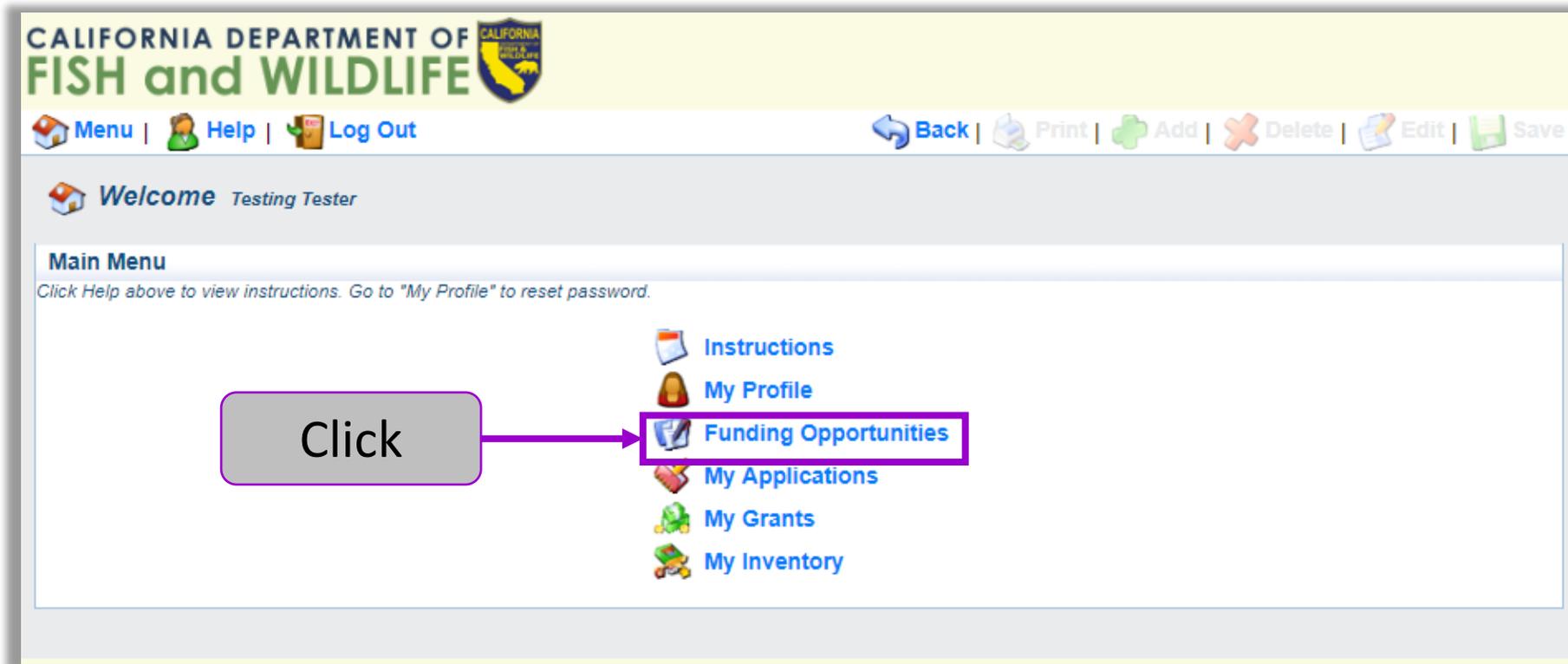
The 'Register' button is located in the top right corner of the form area.

WebGrants Registration Process

- The Organization you are linked to affects your application
 - This is how CDFW determines eligibility
- You must be affiliated with an Organization
 - If you are affiliated with more than one organization, register under one, and contact the [WebGrants Help Desk](#) to link additional organizations to your account
 - Third-party users (e.g., consultants) should be affiliated with the Applicant Organization
- A WebGrants Admin must approve the registration before the user may login and start an application
 - User will receive up to 3 confirmation emails
 1. Confirm receipt
 2. Approve/deny user registration
 3. Password

WebGrants Boating Access Application

1. Login to CDFW WebGrants
2. Select “Funding Opportunities”



How to Start an Application

3. Select “2023 SFRA Boating Access Solicitation”

 Menu |  Help |  Log Out

 Back |  Print |  Add |  Delete |  Edit |  Save

Funding Opportunities

Current Funding Opportunities

All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date.

Click on the title to open the Funding Opportunity summary.

Click on the column headers to sort list of Opportunities.

ID	Agency	Program Area	Opportunity Title	Pre-Application Deadline	Application Deadline
1731228	California Department of Fish and Wildlife	BP - Beaver Program	Non-Lethal Beaver Damage Management	Pre-Application Deadline not Applicable	Final Application Deadline not Applicable
1731144	California Department of Fish and Wildlife	SFRA - Boating Access	2023 SFRA Boating Access Solicitation	Pre-Application Deadline not Applicable	11/03/2023

Click

How to Start an Application Cont.

4. Select “Start a New Application”

The screenshot displays a web application interface for managing funding opportunities. At the top, there is a header with a folder icon and the text "Funding Opportunities". Below this is a section titled "Current Applications" with a yellow background. A text box below the title provides instructions: "Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start a New Application link or to copy data from an old application, click on the Copy Existing Application link." Below the text is a table with three columns: "ID", "Application Title", and "Status". The table is currently empty. Below the table is a section titled "Opportunity Details" with a blue header. A grey box with the word "Click" and a purple arrow points to the "Start a New Application" link in the "Opportunity Details" section. The "Opportunity Details" section contains the text "1731144-2023 SFRA Boating Access Solicitation" and "SFRA - Boating Access" with an "Application Deadline: 11/03/2023 4:00 PM".

Funding Opportunities

Current Applications

Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start a New Application link or to copy data from an old application, click on the Copy Existing Application link.

ID	Application Title	Status
----	-------------------	--------

Opportunity Details

1731144-2023 SFRA Boating Access Solicitation

SFRA - Boating Access
Application Deadline: 11/03/2023 4:00 PM

Click → ~~Copy Existing Application~~ | **Start a New Application**

Application General Information

5. Enter General Information for the proposed project

- a) The Primary Contact is the only user that can update the General Information
- b) Please keep the Project Title brief
- c) The Authorized Official is an authorized representative of the Applicant Organization
- d) You can only select Organizations that your account is linked to

6. Select "Save" when done

The screenshot shows a web application interface for entering general information. At the top, there is a navigation bar with links for Menu, Help, and Log Out, and a toolbar with icons for Back, Print, Add, Delete, Edit, and Save. The Save button is highlighted with a purple border. Below the navigation bar is a red pushpin icon. The main content area is divided into two sections: 'Instructions' and 'General Information'. The 'Instructions' section contains a yellow box with text: 'This page must be completed and saved before proceeding with the rest of the application process. Please Note: Only the person selected as the Primary Contact can make changes to the General Information form after saving. Also, copying and pasting information into text boxes may result in characters not saving correctly. If you notice this please manually enter the text to resolve the issue.' The 'General Information' section contains four fields: 'Primary Contact:*' (a dropdown menu with 'Testing Tester' selected), 'Project Title: (limited to 250 characters)*' (a text input field), 'Authorized Official:*' (a dropdown menu with 'Testing Tester' selected), and 'Organization:*' (a dropdown menu).

Application Main Menu

- All Application Forms are listed in the Application Main Menu
- Acts as your checklist
- All forms must be complete to submit

Instructions

Completing and Submitting the Proposal Application

- Users must click Save to save entered information. The system does not save automatically. Please save your work at least once an hour to ensure entered information is not lost if the system times out or experiences alternate malfunction. We recommend filling out the **Word version** of the Proposal Application prior to entering the information in WebGrants, then copying and pasting that information into the WebGrants system
- All forms must be marked as complete before submitting. The Mark as Complete button is below form instructions. On each form, all required fields must be filled in before a user may click on Mark as Complete.
- The check mark in the “Complete?” column in the application menu is only an indicator that the form has been completed. An Applicant may further edit a form even when a form is marked as “Complete”.
- Submit a Proposal Application, click the Submit button on the Application Forms main-menu. Once submitted, the form is locked down; no further editing is possible.
- To withdraw the Proposal Application from consideration, click the Withdraw button on the Application Forms main menu.
- To print a Proposal Application at any time: From the Application Forms main menu click Application Details and Print. Clicking Print to PDF will create a pdf that includes all uploaded attachments except excel files.

Note: Once your Concept Proposal has been submitted, you can expect a determination from CDFW within approximately one month. This determination will be sent via email to the contact person indicated in the application. Additional instructions, if applicable, will be provided in that email. Please do not fill out a full application unless requested to do so.

Need help? Contact cdfwebgrants@wildlife.ca.gov Monday to Friday, 9 am to 4 pm.

Application Forms		Application Details Submit Withdraw	
Form Name	Complete?	Last Edited	
General Information	✓	09/14/2023	
Proposal Application		09/14/2023	
Attachment Checklist			
Supplementary Attachments			
Acknowledgement and Signature			

Editing the Forms

 [Menu](#) |  [Help](#) |  [Log Out](#)  [Back](#) |  [Print](#) |  [Add](#) |  [Delete](#) |  [Edit](#) |  [Save](#)

 **Application**

Application: 1731254 - Testing 2023 Boating Access Project

Program Area: SFRA - Boating Access

Funding Opportunities: 1731144 - 2023 SFRA Boating Access Solicitation

Application Deadline: 11/03/2023 4:00 PM

Project Information [Mark as Complete](#) | [Go to Application Forms](#)

County or Counties

Centroid Latitude
(Minimum Requirement ##.#####)

Centroid Longitude
(Minimum Requirement -###.#####)

Estimated Start Date

Estimated End Date

Project Type
Select all that apply

Landowner Name

Saving the Form

 Menu |  Help |  Log Out

 Back |  Print |  Add |  Delete |  Edit |  Save

Application

Application: 1731254 - Testing 2023 Boating Access Project

Program Area: SFRA - Boating Access

Funding Opportunities: 1731144 - 2023 SFRA Boating Access Solicitation

Application Deadline: 11/03/2023 4:00 PM

Project Information

County or Counties

- Riverside County
- Sacramento County
- San Benito County
- San Bernardino County
- San Diego County

Please press Ctrl + Click to select multiple items

Centroid Latitude
(Minimum Requirement ##.#####)

Centroid Longitude
(Minimum Requirement -###.#####)

Estimated Start Date 

Submitting the Form

Application

Application: 1731254 - Testing 2023 Boating Access Project

Program Area: SFRA - Boating Access

Funding Opportunities: 1731144 - 2023 SFRA Boating Access Solicitation

Application Deadline: 11/03/2023 4:00 PM

Project Information

[Mark as Complete](#) [Go to Application Forms](#)

County or Counties Sacramento County

Centroid Latitude 56.1321894
(Minimum Requirement ##.#####)

Centroid Longitude -562.354358
(Minimum Requirement -###.#####)

Estimated Start Date 09/21/2023

Estimated End Date 11/21/2025

Project Type Planning
Select all that apply

Attachment Checklist

NEPA Checklist -

Complete and upload the [NEPA checklist](#)

Endangered Species Act (ESA) Evaluation Form (All Proposals) -

Complete and upload the [ESA Evaluation Form](#)

Bald and Golden Eagle Protection Act Compliance (if applicable) -

If Applicable upload documentation showing compliance with the Bald and Golden Eagle and Protection Act. [The Eagle Act Compliance Guidance Document](#) provides further information and instructions.

Attachment	Description	File Name	Type	File Size	Date Uploaded	Delete?
Project Location and Map (All Proposals)						
Budget Template - Cash Match or Staff Match (All Proposals)						
Project Narrative Template (All Proposals)						
Documentation from CEQA lead agency accepting the role (if applicable)						
Documentation from NEPA lead agency accepting the role (if applicable)						
NEPA Checklist						
Endangered Species Act (ESA) Evaluation Form (All Proposals)						
Bald and Golden Eagle Protection Act Compliance (if applicable)						

Last Edited By:

Submitting the Application

Instructions

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Click to Submit
Application

Application Forms

Application Details | **Submit** | Withdraw

Form Name	Complete?	Last Edited
General Information	✓	09/14/2023
Proposal Application	✓	10/04/2023
Attachment Checklist	✓	10/04/2023
Supplementary Attachments	✓	10/04/2023
Acknowledgement and Signature		

Tentative Timeline

Activity	Dates (Dates subject to change)
Release Proposal Solicitation Notice	September 18, 2023
Solicitation Workshop	October 4, 2023
Proposals due by 4:00 p.m., Pacific Time	November 3, 2023
Proposal Evaluation	November 2023 to January 2024
Award Announcement	Spring/Summer 2024
Execute Grant Agreements	Summer 2024
Complete all grant funded project work and submit deliverables/final invoice	March 1, 2028

Additional State Funding Available

California Division of Boating and Waterways

CDFW coordinates closely with the California State Parks, Division of Boating and Waterways (DBW) who provides state funding for similar boating access projects.

www.DBW.ca.gov



Contact Us

Boating Access Program Questions:

BoatingAccess@wildlife.ca.gov

WebGrants or Application Questions:

CDFWWebgrants@wildlife.ca.gov

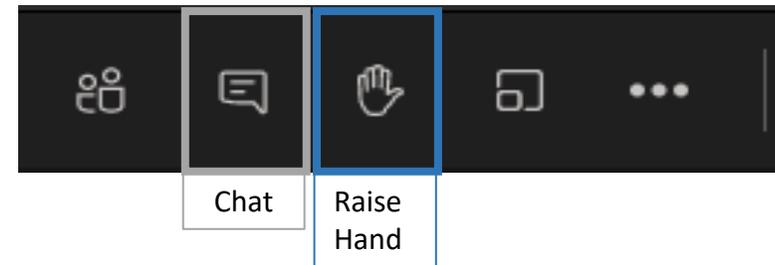
Monday – Friday from 9:00 am to 4:00 pm



Q & A



- The questions asked will be summarized into a FAQ documents and posted to our [Boating Access webpage](#)
- If you have a question/comment, please either
 - Submit a question through the chat OR
 - Raise your hand



- You will be called upon to ask your question, or we will read the questions aloud from the chat.