



BOATING ACCESS: INVASIVE MUSSEL RESPONSE

GRANT OPPORTUNITY WORKSHOP

April 22, 2025 | Invasive Species Program
California Department of Fish and Wildlife

Introductions and Workshop Goal

- Invasive Species Program, Fisheries Branch
Invasives@wildlife.ca.gov
- Watershed Restoration Grants Branch
CDFWWebgrants@wildlife.ca.gov

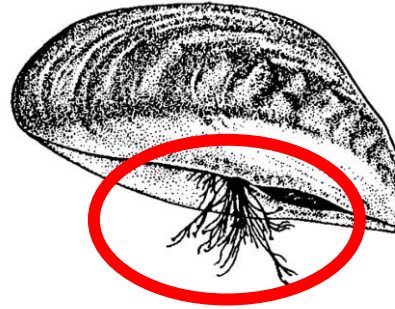
Agenda

- A. Introductions and Workshop Goal
- B. Overview of Invasive Mussels and CDFW's Statewide Project
- C. Grant Overview and Purpose
- D. Eligibility
- E. Deadlines
- F. Online Application
- G. Grant Agreement Requirements
- H. CDFW Contracts
- I. Questions

Overview - Invasive Mussels

Description

- Fresh/brackish water bivalves
- Byssal threads firmly attach
- Not larger than 2"
- Solid color or striped
- Wide environmental tolerances



Impacts

- Filter feed phytoplankton altering biotic ecosystems
- Biofoul surfaces
- Negatively affect water quality



GOLDEN MUSSEL



QUAGGA MUSSEL



ZEBRA MUSSEL

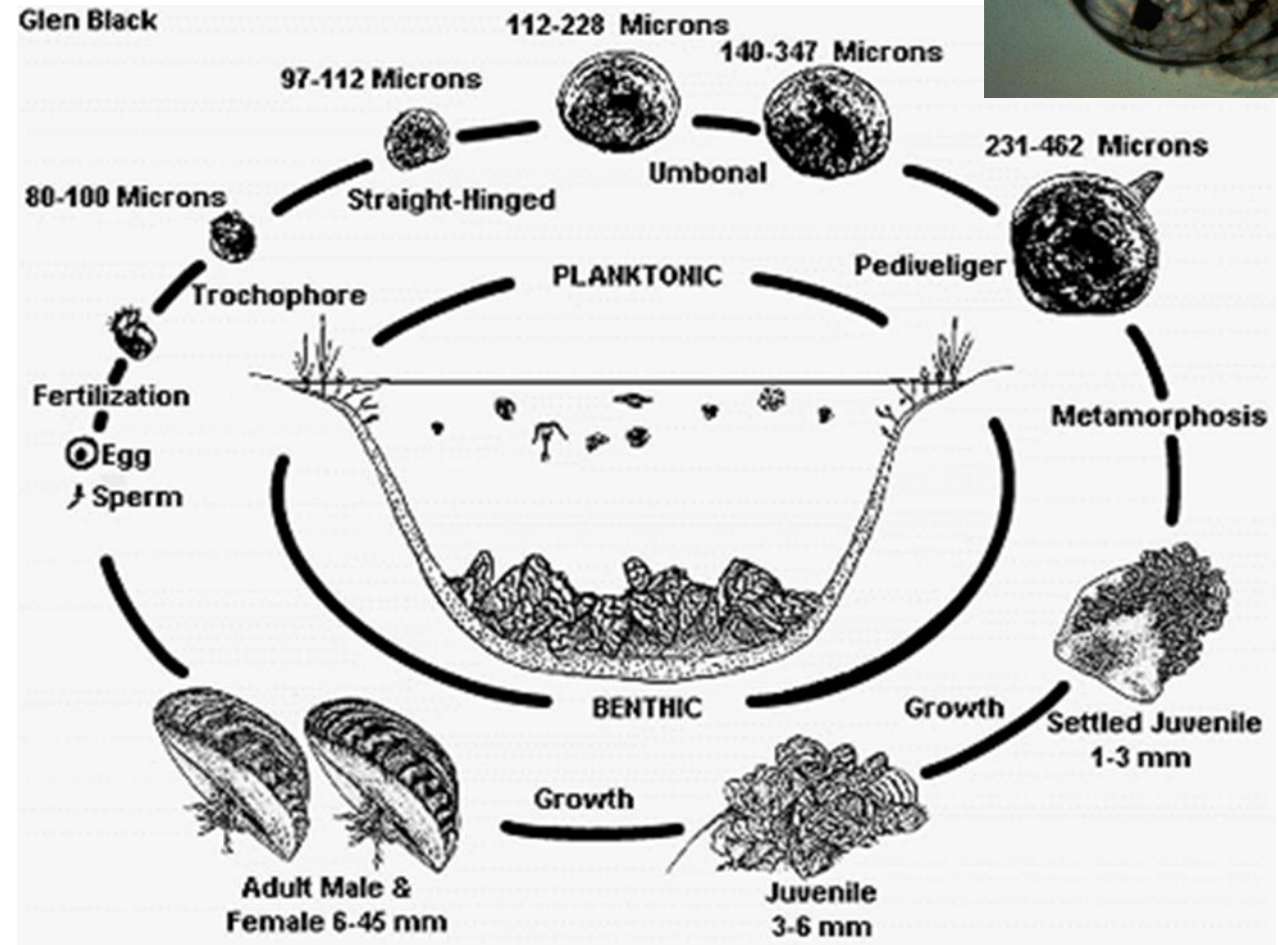
Overview - Lifecycle

Adult

- Lifespan 2-4 years
- Broadcast spawners
- High reproductive potential

Larvae (veliger)

- Free-floating plankton
- Rate of development depends on water temperature (2-4 weeks)



Overview – CA Department of Fish and Wildlife

CDFW's 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 1.6 million fishing licenses issued in 2023
- An estimated 4 million boaters in California
- Recreational fishing and boating is important socially, culturally, and economically
- Safe and reliable access for all is critical



Overview - CDFW Invasive Mussel Project

- Created in 2007 in response to discovery of quagga mussel
- Headquarters
- Regions
- Western Aquatic Invasive Species Resource Center (PSMFC)
<https://www.westernais.org/trainer-resources>

Overview - Sport Fish Restoration Grant (SFRA)



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. \$3 million

Grant Overview and Purpose

- “Boating Access: Invasive Mussel Response”
- One-time start-up costs to support invasive mussel prevention efforts
 - Prevent overland spread from California waters where they are present
 - Prevent introduction to waters of California where they have not been detected



Entities Eligible to Apply

Owners and operators of boating facilities that are:

- Nonprofits
- Public Agencies
- Tribal Governments

Eligible Projects and Costs

- Equipment Purchases – Decontamination units, high-pressure wash stations, and other tools for effective mussel removal.
- Facility Enhancements – Improvements to boat ramps, wash stations, and containment areas to support mussel prevention efforts.
- Training Programs – Education and hands-on training for facility staff in boat inspection and decontamination procedures.

Deadlines

Activity	Dates (Dates subject to change)
Application Opens	April 16, 2025
Application Workshop	April 22, 2025, 11am-1pm (PT)
Application Deadline	May 23, 2025, 4PM (PT)
Award Announcement	Spring 2025
Grant Commence	Summer 2025



INVASIVE MUSSEL RESPONSE

Applying in WebGrants

04/22/2025

California Department of Fish and Wildlife

WebGrants Overview



All proposal applications must be submitted via WebGrants (<https://watershedgrants.wildlife.ca.gov>)



Submission Deadline:
4:00 p.m. (PDT) May 23, 2025

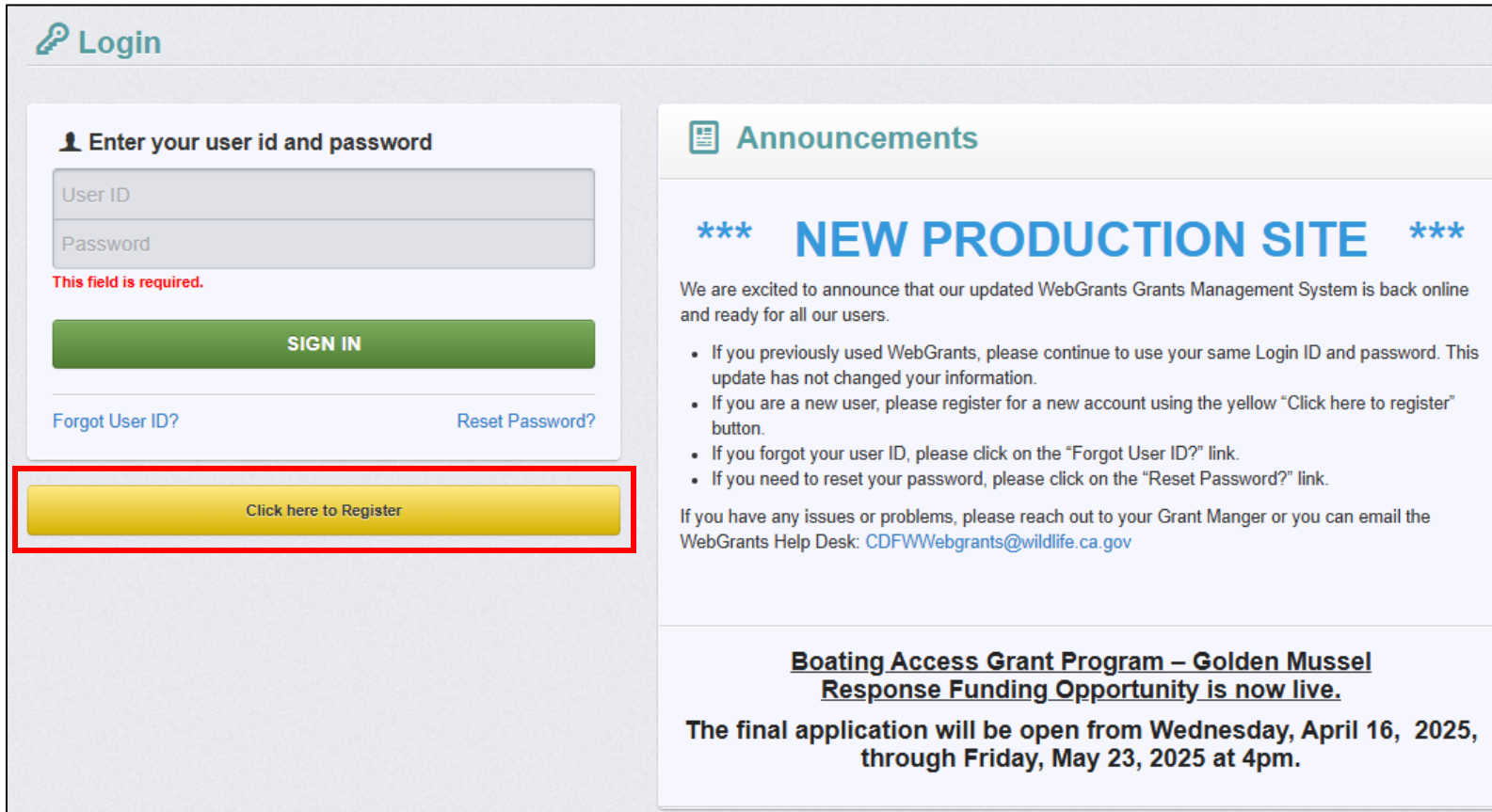
WebGrants User Accounts

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 (that are designated as an additional contact on the application).
- Returning Applicants: do not re-register – use your existing user ID and password.
- Applicants new to WebGrants: please register to create an account.

Registering for an Account

Navigate to WebGrants and use “Click here to Register” button:



The image shows a screenshot of the WebGrants website. On the left, there is a 'Login' section with a key icon. It contains a form titled 'Enter your user id and password' with fields for 'User ID' and 'Password'. Below the 'Password' field, a red error message states 'This field is required.' There is a green 'SIGN IN' button. Below the button are two links: 'Forgot User ID?' and 'Reset Password?'. At the bottom of the login section, a yellow button labeled 'Click here to Register' is highlighted with a red rectangular border.

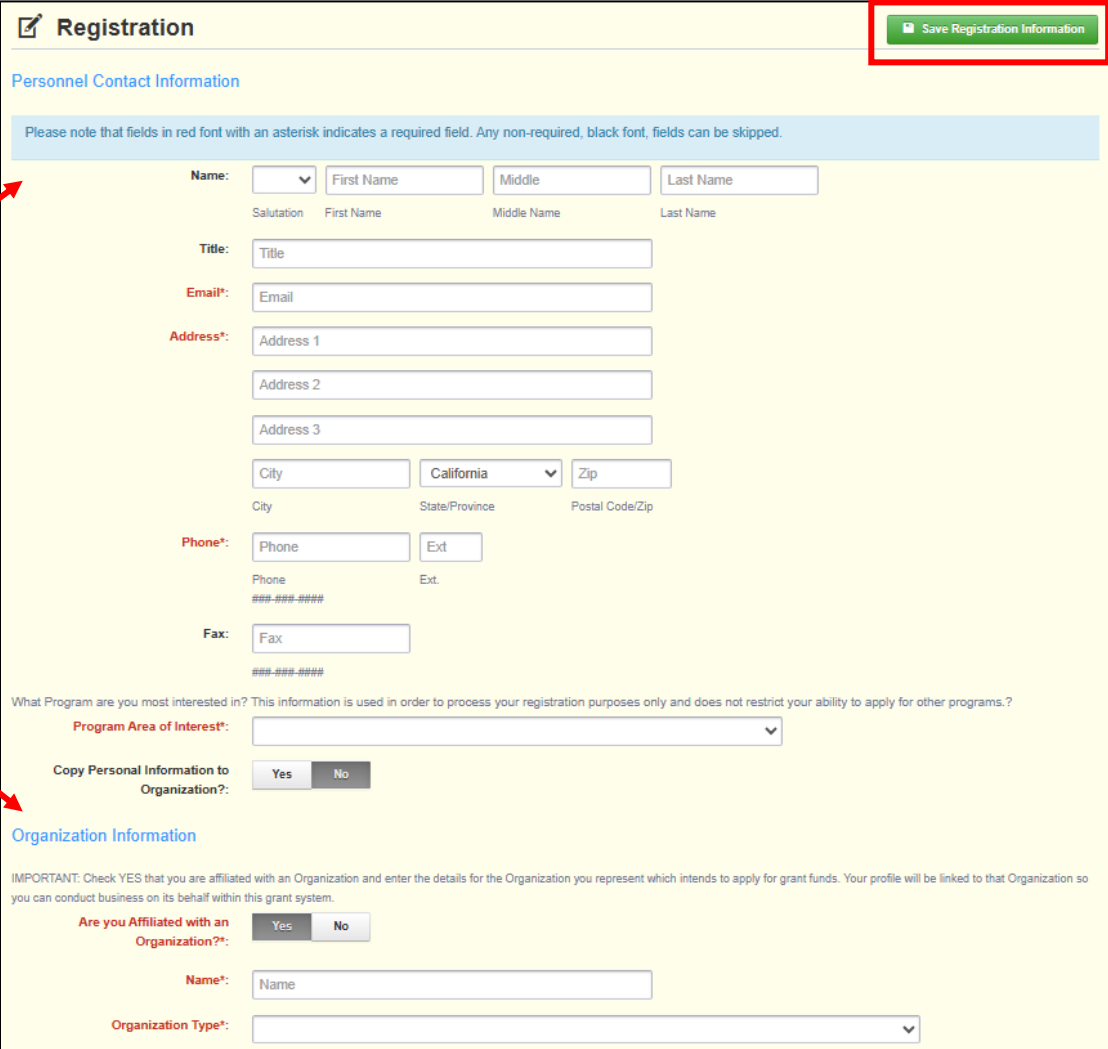
On the right, there is an 'Announcements' section with a document icon. It features a blue header '*** NEW PRODUCTION SITE ***'. The text below reads: 'We are excited to announce that our updated WebGrants Grants Management System is back online and ready for all our users.' This is followed by a bulleted list of instructions for existing and new users, and for those who forgot their credentials. At the bottom of the announcement, it provides contact information for the WebGrants Help Desk: 'CDFWWebgrants@wildlife.ca.gov'.

At the bottom of the page, there is a section titled 'Boating Access Grant Program – Golden Mussel Response Funding Opportunity is now live.' It states: 'The final application will be open from Wednesday, April 16, 2025, through Friday, May 23, 2025 at 4pm.'

Account Registration Form

All fields marked with an asterisk (*) are required:

- Please do not provide any personal contact information (business contact only)!
- Fill out both Personnel and Organization Information.
- Organization Tax ID is not necessary at this stage (you can enter “N/A”).
- Click “Save Registration Information” when done.



The screenshot shows a web form titled "Registration" with a "Save Registration Information" button in the top right corner. The form is divided into two main sections: "Personnel Contact Information" and "Organization Information".

Personnel Contact Information

Please note that fields in red font with an asterisk indicates a required field. Any non-required, black font, fields can be skipped.

Name: Salutation (dropdown), First Name, Middle, Last Name

Title: Title

Email*: Email

Address*: Address 1, Address 2, Address 3

City: City, State/Province (dropdown, currently California), Zip

Phone*: Phone (with format ###-###-####), Ext.

Fax: Fax (with format ###-###-####)

What Program are you most interested in? This information is used in order to process your registration purposes only and does not restrict your ability to apply for other programs.?

Program Area of Interest*: (dropdown)

Copy Personal Information to Organization?: Yes No

Organization Information

IMPORTANT: Check YES that you are affiliated with an Organization and enter the details for the Organization you represent which intends to apply for grant funds. Your profile will be linked to that Organization so you can conduct business on its behalf within this grant system.

Are you Affiliated with an Organization*: Yes No

Name*: Name

Organization Type*: (dropdown)

A red arrow points from the text "All fields marked with an asterisk (*) are required:" to the asterisked fields in the form, specifically the Email, Address, Phone, Program Area of Interest, and Organization Name fields.

Account Registration Process

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.

The Organization you are linked to affects your application:

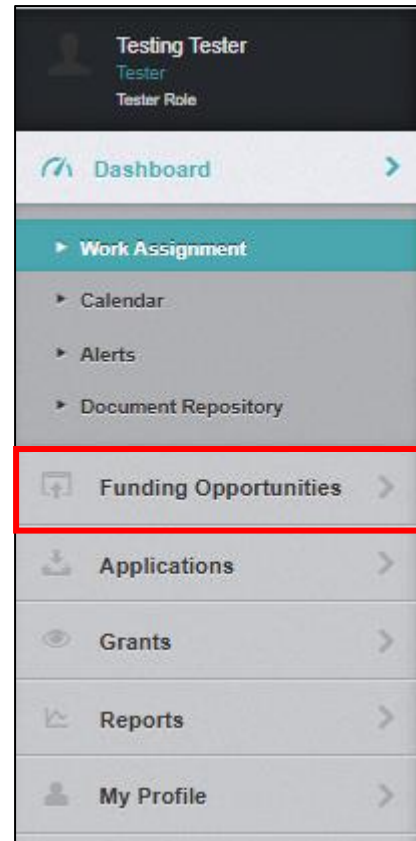
- This is how CDFW determines eligibility.

A WebGrants Admin must approve the registration before the user may login and start an application:

- User will receive up to 3 confirmation emails: Confirm receipt, Approve/deny user registration, and password.

Navigating to Funding Opportunities

Log in to WebGrants and select “Funding Opportunities” from the sidebar panel menu (located on the left side of screen):




Invasive Mussel Response Opportunity

Select “Invasive Mussel Response” from the list of posted opportunities:

☰ Currently Posted 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.								
Search: <input type="text"/>								
ID ▾	Status ▾	Agency ▲	Program Area ▲	Title ▾	Posted Date ▾	Pre-Application Due Date ▾	Final-Application Due Date ▾	
1734230	Posted	California Department of Fish and Wildlife	SFRA - Boating Access	<u>Invasive Mussel Response</u>	Apr 22, 2025 2:59 PM	Not Applicable	May 23, 2025 4:00 PM	

Starting an Invasive Mussel Application

Select “Start New Application”:

 Funding Opportunity Details

[Copy Existing Application](#) [Start New Application](#)

1734230 - Invasive Mussel Response

[Funding Opportunity Details](#)

SFRA - Boating Access

Final Application Deadline: May 23, 2025 4:00 PM

Status:	Posted	Grant Manager:	Basil Ibewiro
Posted Date:	Apr 22, 2025 2:59 PM	Phone:	9162168481 xNA
Award Amount Range:	No Limit - \$1,000,000.00	Email:	Basil.Ibewiro@wildlife.ca.gov
Project Dates:	-		
Award Announcement Date:			

Application General Information

Enter the General Information for the proposed project:

- Please keep the application title brief.
- The applicant is the only user that can update the general information.
- You can only select organizations that your account is linked to.
- Designate other users as additional contacts if they will be editing the application.
- Select “Save Form Information” when done.

The screenshot shows a web form titled "Application Creation Wizard - Step: 1". It contains a list of instructions for the three steps of the wizard. Below this is a section titled "Application - General Information" with a light blue background. It includes a note about the Primary Contact and a prompt to select an organization. The form fields are: "Application Title*" (a text input field), "Applicant*" (a dropdown menu showing "Testing Tester"), "Organization*" (a dropdown menu), and "Additional Contacts*" (a label for a section that is not fully visible).

Application Creation Wizard - Step: 1

- The Application creation process is a short wizard.
- Step 1: Enter your Application title and select your Applicant. Click 'Save Form Information' to show the next field.
- Step 2: Select the Organization for which you will be submitting this Application. Click 'Save Form Information' to show the next field.
- Step 3: This is an optional step. Select any additional contacts with which you would like to share your Application. Click 'Save Form Information' to show the next field.

Application - General Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. attention is needed on this application.
Select the organization, if you belong to more than one, for which you will be submitting this application.

Application Title*:

Applicant*:

Organization*:

Additional Contacts*:

Application Details Menu

All application forms are listed in the Application Details Menu (this will act as your checklist). All forms must be complete to submit. To start entering information, click on the form name:

Application Details

Preview Application

Withdraw

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 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.

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

Application cannot be Submitted Currently

- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Mar 27, 2025 3:31 PM - Testing Tester
Proposal Application - GMR Copy		Apr 11, 2025 10:32 AM - Testing Tester
Attachment Checklist - GMR Copy		Apr 10, 2025 7:59 AM - Testing Tester
Supplementary Attachments		Mar 27, 2025 3:35 PM - Testing Tester
Acknowledgement and Signature		Mar 27, 2025 3:35 PM - Testing Tester

Editing the Forms

Click on the green “Edit Form” buttons to start entering information into each form:


General Information


Edit Form

Application ID*:	1734239
Application Status:	Editing
Application Title*:	FB Testing
Organization*:	BaseLine Organization
Applicant*:	Testing Tester
Additional Contacts:	Boaty Mc Boat Face
Funding Opportunity:	1734230-Golden Mussel Response
Program Area:	SFRA - Boating Access

Saving the Forms

After inputting information into the form, click the green “Save Form” button:

 **Acknowledgement and Signature**



Once submitted, proposals are subject to the Public Records Act and may be publicly available. Do not submit personal information such as the following: home address, home phone number, home email address, date of birth, citizenship, drivers' license number, marital status, personal hobbies, and the like. Such personal information is irrelevant to the merits of the proposal.


I have read and understand the above statement.*: ☒

I certify that the information contained in my Grant Application, including all required attachments, is true, accurate, and complete, and that I am authorized to apply for this grant.

Electronic Signature*:


Printed Name and Title


Date*:



Completing the Forms

When you are done editing/saving a form, click “Mark as Complete” to finalize the form:

 Acknowledgement and Signature - Current Version

 Acknowledgement and Signature

✓ Mark as Complete

Edit Form

Once submitted, proposals are subject to the Public Records Act and may be publicly available. Do not submit personal information such as the following: home address, home phone number, home email address, date of birth, citizenship, drivers' license number, marital status, personal hobbies, and the like. Such personal information is irrelevant to the merits of the proposal.

I have read and understand the above statement.*: Yes

I certify that the information contained in my Grant Application, including all required attachments, is true, accurate, and complete, and that I am authorized to apply for this grant.

Electronic Signature*: Testing Tester
Printed Name and Title


Date*: 04/01/2025

Last Edited By: Testing Tester - Apr 21, 2025 2:08 PM

Edit Form


Attachment Checklist Form

Click on the individual items to upload them. Be sure to “Mark as Complete” once done:


 Attachment Checklist - GMR Copy - Current Version

Attachment Checklist

Carefully read the instructions below and upload the attachments which are relevant to the proposed project. WebGrants will allow one file to be uploaded per attachment line. If more than one file needs to be submitted, (e.g. Project Location and Map) a zipped folder containing multiple files may be uploaded.

 - Named Attachments

✓ Mark as Complete

Named Attachment	Required	Description	File Name 	Type	Size	Upload Date	Delete?
Clearly identify the project's location in relation to prominent area features. Map should provide sufficient detail to allow a person unfamiliar with the area to locate the project.							
Project Location and Map (All Proposals)							
Complete and upload the Application Budget Spreadsheet in Excel format.							
Budget Template (All Proposals)							
Complete the the Project Narrative Template .							
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)							

Submitting the Application

Make sure all forms are marked as complete (see checkmarks under Complete?). Click the “Submit Application” button:

Application Details

Preview Application

Submit Application

Withdraw

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

• Application is in compliance and is ready for Submission!

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Attachment Checklist - GMR Copy	✓	Apr 10, 2025 7:59 AM - Testing Tester
Supplementary Attachments	✓	Mar 27, 2025 3:35 PM - Testing Tester
Acknowledgement and Signature	✓	Apr 21, 2025 2:12 PM - Testing Tester

WebGrants Contact

If you have WebGrants/Application questions, please contact the WebGrants helpdesk:

- CDFWebGrants@wildlife.ca.gov
- Monday – Friday, 9:00 AM to 4:00 PM

Online Application Attachment - Budget

APPLICANT NAME:			
PROPOSAL NUMBER:			
Indirect Charge Rate:			
SUBCONTRACTOR BUDGET			
PERSONNEL SERVICES			
Staff Title	Hours	Hourly Pay (\$)	Amount
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Personnel Services Subtotal			\$ -
Staff Benefits		(%)	
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
		0.00%	\$ -
Staff Benefit Subtotal			\$ -
¹ Total Personnel Services			\$ -
OPERATING EXPENSES			
Subcontractor(s)	Hours or Units	Unit Cost (\$)	Amount
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subcontractor Subtotal			\$ -

[illegible]

Online Application Attachment - Narrative

Boating Access Grant: Invasive Mussel Response
Project Narrative
07/01/2025 - 06/30/2027

[Replace red text with content*]

[PROJECT TITLE]

NEED:

Briefly describe 1) who will implement this project, 2) the location of the project, 3) how the funds will be spent, and 4) how this project will prevent the introduction or further spread of invasive mussels in California.

BENEFIT TO BOATERS:

Explain how this project will benefit recreational boaters.

TASKS:

Task should be organized by the three eligible cost "categories" defined below. For each task describe **individual** Tasks that will contributing to fulfilling the "NEED" described above. Each Task should have a unique number. Delete Categories if no funding is requested for it.

Itemized Tasks by Category

1. Category: Equipment Purchase

Tasks:

- 1.1. Item and description.
- 1.2. Add additional Task numbers if needed

2. Category: Facility Enhancements

Grant Agreement Requirements

- Indirect Costs (administrative overhead) Requirements
- Advanced Payment
- Buy America Provision
- Environmental Compliance and Permitting
- Confidentiality
- Land Tenure/Site Control
- Recognition of Funding Source
- Project Approval and Grant Agreement
- Responsivity of the Grantee
- Invoicing and Payment
- Reporting
- Standard Conditions

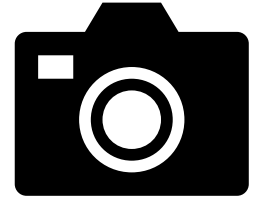
Contacts

- For general questions:

CDFW's Invasive Species Program

Invasives@wildlife.ca.gov

<https://wildlife.ca.gov/Conservation/Invasives/Subscribe>



- For WebGrants questions:

CDFW's WebGrants Help Desk

CDFWebgrants@wildlife.ca.gov

- For WID implementation:

PSMFC Western Aquatic Invasive Species Resource Center

<https://www.westernais.org> (“Training” Tab)

Questions

