

APPENDIX B:
2014 FRGP PAPER APPLICATION FORM and INSTRUCTIONS

FRGP 2014 PROPOSAL APPLICATION FORM 1

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**DO NOT INCLUDE THIS PAGE OR THE INSTRUCTIONS WITH
YOUR APPLICATION**

FRGP 2014 Proposal Application Form

For CDFW use only	
Proposal No.	Region
<input type="checkbox"/> BDS <input type="checkbox"/> SRC <input type="checkbox"/> SS	

Section 1: Summary Information

1. Project type:	
2. Project title:	
3. Applicant name:	
4. Person authorized to sign grant agreement (Name and Title):	
5. Contact person (Name and Title):	
6. Mailing Address: Check if changed from previous applications <input type="checkbox"/>	
7. City, State, Zip:	
8. Telephone #: Check if changed from previous applications <input type="checkbox"/>	
9. Fax #:	
10. Email address:	
11. Organization type:	Public Agency <input type="checkbox"/> Nonprofit Organization <input type="checkbox"/> Indian Tribe <input type="checkbox"/>
12. Certified nonprofit organization:	Yes <input type="checkbox"/> No <input type="checkbox"/> Nonprofit Organization Number: _____
13. Mitigation:	Yes <input type="checkbox"/> No <input type="checkbox"/>
14. New grantee:	Yes <input type="checkbox"/> No <input type="checkbox"/>
15. Licensed Professional	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes provide: Name _____, License number _____, Affiliation _____, Contact information (phone/e-mail) _____.
16. Amount requested:	
17. Total project cost:	
18. Salmonid species benefited:	Coho <input type="checkbox"/> Steelhead <input type="checkbox"/> (Cutthroat <input type="checkbox"/> Chinook <input type="checkbox"/>)
19. Project objectives:	
20. Recovery/Restoration Plan:	
21. Task number or reference: (only list one task)	
22. Time frame:	
23. Stream:	
24. Tributary to:	
25. Focus Watershed System:	
26. County(ies):	

27. Coastal Zone:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
28. Trinity River Basin:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Section 2: Location Information

1. Latitude, Longitude (in decimal degrees, geographic, NAD83):	
2. Location description:	
3. Directions:	

Section 3: Watershed Information:

All questions in this Section refer to the watershed named in Number 1 below.

1. Watershed name:	
2. Watershed area:	square miles = _____
3. Watershed area directly affected by the proposed project:	percent = _____
4. Land use statement:	
5. Watershed ownership:	% Private: _____ % State: _____ % Federal
6. Length of anadromous streams in watershed:	miles = _____
7. Watershed Plan(s):	
8. Background information	

Section 4: Project Objectives

1. Describe how project accomplishes listed task: (for task listed in box 21 Section 1):

2. Need for the project:

3. Limiting factors to salmonids remediated by proposed project:	<input type="checkbox"/>	Water quantity	(lack of flow, diversions, runoff)
	<input type="checkbox"/>	Water quality	(temperature, chemistry, turbidity)
	<input type="checkbox"/>	Riparian dysfunction	(lack of shade, excessive nutrients, roughness, elements)
	<input type="checkbox"/>	Excessive sediment yield	(pool and gravel quality)
	<input type="checkbox"/>	Spawning requirements	(gravel, resting areas-pools)
	<input type="checkbox"/>	Rearing requirements	(velocity, lack of shelter, pools)
	<input type="checkbox"/>	Estuary / lagoon issues	(closure during migration periods)
	<input type="checkbox"/>	Fish passage	(emigration and immigration)

4. Limiting factor remediation:

Section 5: Project Description

1. **Detailed project description including all tasks to be performed:**

2. **Time frame:**

3. **Deliverables:**

4. **CDFW protocols to be used in project development and implementation (check applicable box):**

DFG California Salmonid Stream Habitat Restoration Manual

Manual part number:

DFG Fish Bulletin 180: California Coastal Salmonid Population Monitoring: Strategy, Design, and Methods.

5. **Other protocols:**

6. **Expected quantitative results (project summary):**

Americorps (AC)

a. Number of outreach/educational events	_____ #
b. Number of students educated	_____ #
c. Number of schools/institutions reached	_____ #
d. Number of educational documents completed/distributed	_____ #
e. Number of interpretive exhibits/posters prepared	_____ #
f. Number of interpretive signs prepared	_____ #
g. Number of different locations where interpretive exhibits/signs/posters displayed	_____ #
h. Number of media materials prepared	_____ #
i. Number of workshop/training events	_____ #
j. Number of participants in workshop/training events	_____ #
k. Number of landowners reached by projects	_____ #
l. Miles of stream assessed	_____ miles
m. Miles of road assessed	_____ miles
n. Acres of habitat assessed	_____ acres
o. Number of restoration projects reviewed/evaluated	_____ #

Enforcement and Protection (EF)

a. Name of plan implemented	
b. Number of plans/designs for restoration/conservation actions developed as a result of this project	_____ #
c. Acres of land affected by landowner plans/designs for restoration/conservation actions	_____ acres
d. Number of volunteers committed to restoration/conservation actions	_____ #
e. Number of restoration or protection projects proposed	_____ #
f. Acres of habitat restored or protected	_____ acres
g. Number and list of watersheds restored or protected	_____ #
h. Number of students educated	_____ #
i. Number of workshops/training event	_____ #
j. Number of outreach/education documents completed and distributed	_____ #
k. Number of schools and other institutions reached	_____ #
l. Name of education/outreach document	

Fish Passage at Stream Crossings (FP)

a. Miles of stream treated (include only the actual length of stream treated by the project, not the length of stream affected by the project)	_____ miles
b. Number of stream crossings/culverts improved for fish passage (total)	_____ #
c. Type(s) of crossings treated	<input type="checkbox"/> culvert <input type="checkbox"/> bridge <input type="checkbox"/> ford
d. Miles of stream made more accessible by treating stream crossings (accessible to next barrier or to upstream end of anadromy)	_____ miles
e. Number of culverts replaced/improved	_____ #
f. Number of bridges installed/improved	_____ #
g. Number of rocked fords placed	_____ #
h. Number of road crossings removed	_____ #

Instream Barrier Modification for Fish Passage (HB)

a. Miles of stream treated (include only the actual length of stream treated by the project, not the length of stream affected by the project)	_____ miles
b. Number of barriers other than culverts improved for fish passage	_____ #
c. Type(s) of barriers treated	<input type="checkbox"/> diversion dam <input type="checkbox"/> push-up dam <input type="checkbox"/> wood or concrete dam <input type="checkbox"/> weir <input type="checkbox"/> logs <input type="checkbox"/> debris
d. Miles of stream made more accessible by removing barriers other than culverts (accessible to next barrier or to upstream end of anadromy)	_____ miles
e. Number of fishway chutes/pools installed	_____ #

Instream Habitat Restoration (HI)

a. Miles of instream habitat treated overall (count stream reach only once, even if it has multiple treatments)	_____ miles
b. Type of channel reconfiguration and connectivity	<input type="checkbox"/> creation/connection to off-channel habitat <input type="checkbox"/> creation of instream pools <input type="checkbox"/> channel bed restored <input type="checkbox"/> meanders added
c. Miles of stream treated for channel reconfiguration and connectivity	_____ miles
d. Miles of off-channel stream created	_____ miles
e. Number of instream pools created for channel reconfiguration	_____ #
f. Type of materials used for channel structure placement	<input type="checkbox"/> individual logs (unanchored) <input type="checkbox"/> individual logs (anchored) <input type="checkbox"/> logs fastened together (logjam) <input type="checkbox"/> rocks/boulders (unanchored) <input type="checkbox"/> rocks/boulders (fastened or anchored) <input type="checkbox"/> stumps with roots attached (rootwads) <input type="checkbox"/> weirs <input type="checkbox"/> deflectors/barbs <input type="checkbox"/> other engineered structures
g. Miles of stream treated with channel structure placement	_____ miles
h. Number of instream pools created by structure placement	_____ #
i. Number of structures placed in channel	_____ #
j. Miles of stream treated with spawning gravel placement	_____ miles
k. Cubic yards of spawning gravel placed	_____ cubic yards

l. Miles of stream treated for removal of aquatic non-native invasive plants	_____miles
m. Species scientific name(s) of plants removed	

Riparian Restoration (HR)

a. Miles of stream treated overall (count stream reach only once, even if it has multiple treatments)	_____miles
b. Miles of riparian stream bank treated (measure both sides of bank, if appropriate)	_____miles
c. Acres of riparian area treated (total)	_____acres
d. Acres of riparian area planted	_____acres
e. Number of plants	_____#
f. Species scientific name(s) of plants planted	
g. Miles of fence installed/repaired	_____miles
h. Acres of riparian area protected by fencing	_____acres
i. Number of livestock water gap installations	_____#
j. Acres of riparian area treated for removal of non-native invasive plants	_____acres
k. Species scientific name(s) of plants removed	

Bank Stabilization (HS)

a. Miles of stream treated overall (count stream reach only once, even if it has multiple treatments)	_____miles
b. Type of materials used for streambank stabilization	<input type="checkbox"/> logs <input type="checkbox"/> rocks/boulders <input type="checkbox"/> rock barbs <input type="checkbox"/> log barbs <input type="checkbox"/> revetments <input type="checkbox"/> vegetation
c. Miles of streambank treated (measure both sides of bank, if appropriate)	_____miles

Watershed Restoration – Upslope (HU)

a. Miles of road treated (total)	_____miles
b. Acres of upslope area treated (total)	_____acres
c. Miles of road treated for road drainage system improvements	_____miles
d. Miles of road decommissioned/abandoned	_____miles
e. Type(s) of upland erosion and sediment control	<input type="checkbox"/> erosion control structures <input type="checkbox"/> planting <input type="checkbox"/> slope stabilization
f. Species scientific name(s) of plants planted	
g. Number of erosion/sediment control installations	_____#
h. Type(s) of upland livestock management	<input type="checkbox"/> livestock watering schedules <input type="checkbox"/> livestock water development
i. Number of livestock water installations	_____#
j. Acres of upslope area treated for vegetation removal/control	_____acres
k. Species scientific name(s) of plants removed	
l. Cubic yards of sediment prevented from entering the stream	_____cubic yards
m. Number of stream crossings treated	_____#

Monitoring Projects (MD)

a. Miles of stream monitored	_____ miles
b. Acres of habitat monitored	_____ acres
c. Type of monitoring conducted	<input type="checkbox"/> adult salmonid population monitoring <input type="checkbox"/> salmonid smolt or fry production monitoring <input type="checkbox"/> biological monitoring (other than salmon) <input type="checkbox"/> redd counts <input type="checkbox"/> carcass counts <input type="checkbox"/> water quality monitoring <input type="checkbox"/> water quantity (flow) monitoring <input type="checkbox"/> habitat condition monitoring <input type="checkbox"/> modeling and data analysis <input type="checkbox"/> tissue sampling and analysis <input type="checkbox"/> genetic analysis
d. What research or management question is the field work designed to answer?	
e. Describe the comprehensive monitoring strategy/program of which the project is a part, if applicable	
f. Describe the component of the comprehensive monitoring strategy that the project addresses	
g. Number of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
h. Name(s) of organizations cooperating with the project as part of a comprehensive monitoring strategy	
i. Number of reports prepared on key management or restoration data, information and needs	_____ #

Monitoring Watershed Restoration (MO)

a. Miles of stream monitored	_____ miles
b. Acres of habitat monitored	_____ acres
c. Type of monitoring conducted	<input type="checkbox"/> post-project implementation or design compliance monitoring <input type="checkbox"/> restoration effectiveness monitoring <input type="checkbox"/> restoration validation monitoring
d. What research or management question is the field work designed to answer?	
e. Describe the comprehensive monitoring strategy/program of which the project is a part, if applicable	
f. Describe the component of the comprehensive monitoring strategy that the project addresses	
g. Number of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
h. Name(s) of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____
i. Number of reports prepared on key management or restoration data, information and needs	_____ #

Watershed Organization Support and Assistance (OR and PI)

a. Number of public meetings	_____ #
b. Number of public meeting attendees	_____ #
c. Number of landowners reached by project	_____ #

Project Design (PD)

a. Number of restoration projects that will be proposed as a result of this project	_____ #
b. Acres of habitat proposed for protection/restoration as a result of this project	_____ acres

Watershed Evaluation, Assessment and Planning (PL)

a. Acres of land area affected by the planning/assessment activity	_____ acres
b. Type(s) of planning activities conducted	<input type="checkbox"/> coordination/implementation of a recovery plan <input type="checkbox"/> coordination/implementation of watershed conservation and restoration <input type="checkbox"/> watershed council support <input type="checkbox"/> support to local entities or agencies involved in salmonid restoration planning and coordination <input type="checkbox"/> habitat restoration scoping and feasibility studies <input type="checkbox"/> evaluation/prioritization of restoration plans and projects <input type="checkbox"/> designing and maintaining restoration data systems <input type="checkbox"/> engineering/design work for restoration projects <input type="checkbox"/> developing restoration action plans
c. Name of the plan developed or updated by the project	
d. Describe extent, purpose and application of the plan	
e. Type(s) of stream survey/assessment activities conducted	<input type="checkbox"/> salmonid presence/absence survey <input type="checkbox"/> instream habitat condition assessment <input type="checkbox"/> habitat use by salmonids <input type="checkbox"/> fish passage barrier inventory
f. Type(s) of watershed habitat survey/assessment activities conducted	<input type="checkbox"/> riparian condition <input type="checkbox"/> road condition/inventory <input type="checkbox"/> wetlands <input type="checkbox"/> estuarine habitat conditions <input type="checkbox"/> LiDAR or other remote mapping <input type="checkbox"/> landscape mapping <input type="checkbox"/> invasive species <input type="checkbox"/> floodplain mapping <input type="checkbox"/> overall watershed condition assessment or mapping <input type="checkbox"/> stream typing
g. Name of the assessment document developed by the project	
h. Acres of habitat assessed to determine habitat conditions affecting salmonids	_____ acres
i. Miles of stream assessed	_____ miles
j. Miles of road assessed	_____ miles

Cooperative Fish Rearing (RE)

a. Purpose of rearing	<input type="checkbox"/> supplementing ESA listed salmonid spawning <input type="checkbox"/> reintroducing a salmonid population
b. Number of fry/smolt released (by species)	_____ #
c. Name(s) of the habitat restoration project(s) complemented by this project	

Fish Screening of Diversions (SC)

a. Miles of stream treated	_____ miles
b. Number of new fish screens installed	_____ #
c. Flow rate in cfs of diversions with new screens installed	_____ cfs
d. Number of fish screens modified or replaced	_____ #
e. Flow rate in cfs of diversions with screens modified/replaced	_____ cfs
f. Acre-feet per year of water protected by screens	_____ acre-feet

Private Sector Technical Training and Education (TE)

a. Number of workshop/training events	_____ #
b. Number of participants in workshop/training events	_____ #
c. Number of landowners reached by project	_____ #
d. Number of educational documents completed/distributed	_____ #

Water Conservation Measures (WC)

a. Miles of stream protected for adequate flow	_____ miles
b. Flow rate in cfs of water conserved	_____ cfs
c. Start date of return flow to the stream	___/___/___
d. End date of return flow to the stream	___/___/___
e. Number of days that flow was returned to the stream	_____ #
f. Acre-feet of water conserved	_____ acre-feet

Water Measuring Devices (WD)

a. Number of water flow gauges installed	_____ #
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Water Purchase/Lease (WP)

a. Miles of stream protected for adequate flow	_____ miles
b. Flow rate in cfs of water leased/purchased	_____ cfs
c. Start date of return flow to the stream	___/___/___
d. End date of return flow to the stream	___/___/___
e. Number of days that flow was returned to the stream	_____ #
f. Acre-feet of water leased/purchased	_____ acre-feet

Additional components of above project types. Provide these quantitative results if they apply.

Public School Watershed and Fishery Conservation Education components

a. Number of educational events	_____ #
b. Number of students educated	_____ #
c. Number of schools/institutions reached	_____ #
d. Number of educational documents completed/distributed	_____ #
e. Number of interpretive signs/posters prepared	_____ #
f. Number of different locations where interpretive signs/posters displayed	_____ #

Section 6: Qualifications and experience of applicant and professionals:

1. **Applicant's qualifications and experience:**

2. **Previous projects funded by FRGP:**

3. **Professionals qualifications and experience:**

4. **Examples of similar work:**

Section 7: Landowners Access, Permits

1. Landowners Granting Access for Project: (Attach provisional access agreement[s] and indicate here if applicant is the landowner).	
2. Permits:	
3. Lead CEQA agency:	
4. Gallons of fuel used to complete the project:	_____ gallons of gasoline _____ gallons of diesel
5. Listed species:	

Section 8: Project Budget

1. Detailed Project Budget (Excel spreadsheets can be used)

DETAILED PROJECT BUDGET								
PROJECT NAME:								
	Hours or Units of Amount Requested	Hours or Units of Applicant Cost Share	Hours or units of Partner Cost Share	Hourly Rate or Unit Price	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
A. PERSONNEL SERVICES								
Level of Staff								
Subtotal								
Staff Benefits @ _____								
TOTAL PERSONNEL SERVICES								
B. OPERATING EXPENSES: SUBCONTRACTORS								
Description (indicate type of units)	# of Units Amount Requested	# of Units Applicant Cost Share	# of units of Partner Cost Share	Unit Price	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
Subcontractors (indicate type of units)								
Subtotal of Subcontractors								
OPERATING EXPENSES: OTHER (i.e. Materials and Supplies, indicate type of units)								

DETAILED PROJECT BUDGET								
PROJECT NAME:								
	Hours or Units of Amount Requested	Hours or Units of Applicant Cost Share	Hours or units of Partner Cost Share	Hourly Rate or Unit Price	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
OPERATING EXPENSES: Electronic and Purchased Equipment (See PSN for definition)								
Subtotals of Other								
TOTAL OPERATING EXPENSES								
C. SUBTOTALS & INDIRECT CHARGES								
Subtotal A + B (Personnel + Operating)								
Requested Indirect Amount (max. 20%) @								
Applicant Indirect Amount @								
Partner Indirect Amount @								
D. GRAND TOTAL								

2. Budget justification:

3. Indirect Charges:

4. Summary project costs

Sources of Funds	Cash	In-kind (if applicable)	Status S,P,U (secured, pending, unknown)	Anticipated award date	Total
Fisheries Restoration Grant Program					
Other State Agencies Name(s) and amount(s) of each:					
Federal Name(s) and amount(s) of each:					
Applicant (indicate if Federal):					
Other Sources Name(s) and amount(s) of each:					
Total					

5. Is any of the cost share being used as match for other (non-FRGP) funding for the project?

6. In-kind Detail:

<i>In-kind Detail: Labor</i>				
Type of In-kind Contribution	Source of In-kind Contribution	Total Hours	Value of Labor (\$)	Describe how the labor value was determined
Volunteer labor				
Non-volunteer labor (employees whose labor is not paid for by FRGP funding)				

<i>In-kind Detail: Materials and Equipment</i>		
Description of In-kind Contribution (materials, equipment, etc.) [Add rows as needed]	Source of In-kind Contribution	Value of contribution (\$)

7. Estimated Project Cost by Task

Estimated Project Cost by Task - Project Name			
Type of Work	Amount Requested	Cost Share	Total
Fish Screens			
Fish Passage			
Instream Flow			
Instream Habitat			
Riparian Habitat			
Upland Habitat			
Wetland Habitat			
Estuarine Habitat			
Planning / Assessment / Design			
Outreach / Education / Training			
Monitoring			
Salmon Enhancement / Rearing			
Total			

Section 9: Supplemental or Specialized Information

In the order listed below, please attach the following required items to the application, as appropriate to the proposal project type:

- 1. Intermediate Plans.
(Project Types: FP, SC)
- 2. Conceptual Plans.
(Project Types: HS, HU, WC)
- 3. Intermediate **or** Conceptual Plans.
(Project Types: HB, HI, WD)
- 4. Project Location Topographic Map.
(Project Types: EF, FP, HB, HI, HR, HS, HU, MD, MO, PD, PL, RE, SC, WC, WD, WP)
- 5. Watershed (or County) Map.
(Project Types: AC, EF, HU, MD, MO, OR, PD, PI, PL, RE, TE, WD, WP)
- 6. Provisional Landowner Access Agreement/Provisional Resolution.
(Project Types: FP, HB, HI, HR, HS, HU, MD, MO, PD, PL, RE, SC, WC, WD, WP)
- 7. Water Right Verification
(Project Types: FP, HB, SC, WC, WD, WP)
- 8. Photographs
(Project Types: FP, HB, HI, HR, HS, PD, RE)

- 9. Status Report (Existing projects only).
(Project Types: OR, PI)
- 10. Fence Maintenance Plan.
(Project Type: HR)
- 11. Riparian Restoration Plan.
(Project Type: HR)
- 12. Quality Assurance and Quality Control (QA/QC) Plan
(Project Type: MD, MO)
- 13. Existing Condition Sketch.
(Project Type: PD)
- 14. Narrative appraisal.
(Project Type: WP)
- 15. Five year Management Plan
(Project Type: RE)
- 16. Evaluation Plan
(Project Type: EF, TE)
- 17. Training Curriculum
(Project Type: EF)
- 18. Description of protection issues needing
(Project Type: EF)

Supplemental Information Checklist by Project Type

(Refer to the item numbers above)

<u>Project Type</u>	<u>Item Number</u>	<u>Project Type</u>	<u>Item Number</u>
AC	5	OR	5, 9
EF	4, 5, 16, 17, 18	PD	4, 5, 6, 8, 13
FP	1, 4, 6, 7, 8	PI	5, 9
HB	3, 4, 6, 7, 8	PL	4, 5, 6
HI	3, 4, 6, 8	RE	4, 5, 6, 8, 15
HR	4, 6, 8, 10, 11	SC	1, 4, 6, 7
HS	2, 4, 6, 8	TE	5, 16
HU	2, 4, 5, 6	WC	2, 4, 6, 7
MD	4, 5, 6, 12	WD	3, 4, 5, 6, 7
MO	4, 5, 6, 12	WP	4, 5, 6, 7, 14

FRGP 2014 Application Form Instructions

All of the fields in the application form are required for all project types, except where only specific project types are noted. Any supplementary information must be included at the end of the application. For the 2014 Proposal Application Form, see the beginning of Appendix B. An electronic version of the Application Form is available online at <http://www.dfg.ca.gov/fish/Administration/Grants/FRGP/Solicitation.asp>

To check a box, right click on the box and highlight "Properties". Click on the circle next to "Checked". Click "OK".

You are encouraged to use the online application process outlined in Appendix A instead of submitting the paper 2014 Application Form.

Section 1: Summary Information

1. Project type:	<i>Two-letter project code as described in Part II for the FRGP Focus and in Part III for the SHRRC Focus.</i>
2. Project title:	<i>Brief, descriptive title. 72 character maximum.</i>
3. Applicant name:	<i>Name of organization or agency applying for grant.</i>
4. Person authorized to sign grant agreement:	<i>Name and Title of person authorized to legally sign a grant agreement.</i>
5. Contact person:	<i>Lead person (Name and Title) to be contacted regarding project.</i>
6. Mailing Address: Check if changed from previous applications <input type="checkbox"/>	<i>Street or P.O. Box for mail.</i>
7. City, State, Zip:	
8. Telephone #: Check if changed from previous applications <input type="checkbox"/>	<i>Primary telephone number to reach contact person including area code.</i>
9. Fax #:	<i>Primary FAX number for contact person including area code.</i>
10. Email address:	<i>Primary Email address for contact person.</i>
11. Organization type:	Public Agency <input type="checkbox"/> Nonprofit Organization <input type="checkbox"/> Native American Indian Tribe <input type="checkbox"/>
12. Certified nonprofit organization:	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, specify the state or federal nonprofit organization number.</i>
13. Mitigation:	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Is the work mitigation pursuant to CEQA or other authority? Check and explain if yes.</i>

14. New grantee:	Yes <input type="checkbox"/> No <input type="checkbox"/>
15. Licensed Professional	<i>Is licensed professional needed? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes provide name, affiliation, license number, and contact information of licensed professional(s).</i>
16. Amount requested:	<i>Amount requested from FRGP, from budget detail.</i>
17. Total project cost:	<i>Sum of amount requested plus all cost share funds and services, from budget detail.</i>
18. Salmonid species benefited:	Coho <input type="checkbox"/> Steelhead <input type="checkbox"/> (Cutthroat <input type="checkbox"/> Chinook <input type="checkbox"/> <i>Check the focus species benefited. (If you are also benefiting cutthroat & Chinook please check the appropriate box.) For the SHRRC Focus only select "steelhead".</i>
19. Project objectives:	<i>Summarize specific measurable project objectives and expected results in a few sentences. Maximum of 255 characters.</i>
20. Recovery/ Restoration Plan:	<i>List the name of the state or federal plan (listed in Part III of the PSN) which contains the task that the project will address. For the SHRRC Focus enter "SHRRC Focus Requirement".</i>
21. Task number or reference:	<i>List the Task Number from a State or Federal plan. See Part III: Focus for the location of tasks within the documents. The applicant must cite the primary task that the proposal addresses by listing the task as specified in PSN Part III: Focus. List the one task that identifies the primary task your work will address. <u>If applicant does not meet the task or list the appropriate task, the application will be rejected.</u> For the SHRRC Focus enter "Angler Benefit".</i>
22. Time frame:	<i>Provide estimated time line (start and end dates) for the project from project initiation to completion. Projects typically start no earlier than June of the year following proposal submission, and end no later than March 31, five years following the year of proposal submission.</i>
23. Stream:	<i>Name all streams which will be directly affected by the project.</i>
24. Tributary to:	<i>Name all streams directly downstream of the affected streams.</i>
25. Focus Watershed system:	<i>Name the major watershed (HUC watershed name from focus table in Part III), that will be directly affected by the project. For the SHRRC Focus enter the SHRRC Location Code.</i>
26. County(ies):	<i>Name all counties in which the project work will take place.</i>
27. Coastal Zone:	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Indicate if your proposal location is in the Coastal Zone by checking "Yes" or "No". The Coastal Zone is a specific geographic area of varying width adjacent to the Pacific Ocean, set forth in the California Coastal Act, which is subject to the policies and regulations in the County's Local Program, including the Coastal Element of the General Plan and Coastal Zoning Code. A Coastal Development permit may be required, for further information on the Coastal Zone, visit the California Coastal Commission's website at http://www.coastal.ca.gov/web/.</i>

28. Trinity River Basin:	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Proposals for restoration activities in the Trinity River Basin (from its confluence with Klamath River up to Lewiston Dam) must also be clearly identified as such. This is necessary to ensure that state funds expended for salmon and steelhead restoration in this basin may be accounted for separately and applied as part of the state match of federal funds expended as required under federal law. Identify your proposal location by indicating "Yes" or "No".</i>
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Section 2: Location Information

1. Latitude, Longitude (in decimal degrees, geographic, NAD83):	<i>Provide exact project location, using multiple coordinates if necessary. If the project is not tied to a specific on-the-ground location, provide the coordinates for the headquarters of the organization. Also provide a brief description of what the coordinates refer to, such as the downstream end of the project reach.</i>
2. Location description:	<i>Provide a general description of the project location and the nature of the work site in relation to known landmarks, with reference to attached drawings and maps. Include the number of miles upstream of the mouth of the creek/river (mainstem) and number of miles upstream of a confluence (tributary). Maximum 2,048 characters.</i>
3. Directions:	<i>Provide driving directions to the project site, with needed landowner contacts and indicate if locked gates exist. Indicate if there are restrictions to road use. Maximum 2,048 characters.</i>

Section 3: Watershed Information

All questions in this Section refer to the watershed named in Number 1 below.

1. Watershed name:	<i>Name the watershed or subwatershed which best identifies the habitat area benefited by the project.</i>
2. Watershed area:	<i>Watershed area in square miles within which the project is located.</i>
3. Watershed area directly affected by the proposed project:	<i>Percent of watershed affected by project.</i>
4. Land use statement:	<i>Describe current and anticipated future (next 10 years) land uses in the watershed. Maximum of 2,000 characters.</i>
5. Watershed ownership:	% Private _____ % State _____ % Federal _____ <i>Enter percentages by type of ownership for the entire watershed. Percentages may not sum to 100 if other types of ownership are present in the watershed.</i>
6. Length of anadromous streams in watershed:	<i>Length of anadromous streams in the watershed, in miles.</i>

7. Watershed Plan(s):	<i>List any watershed plan(s) or recovery plan(s) in which the proposed project is recommended using the following format: Author, year, title, name, organization, city, state. A list of assessment and planning documents funded by FRGP is in Appendix H. If the proposed project is taken from a plan that is listed in Appendix H or on the CWPAP website, you must identify the plan here. If the assessment or plan the proposal is based on is from a plan not listed in Appendix H or on the CWPAP, the plan must be listed here. Copies of the plan(s) must be available upon request.</i>
8. Background information:	<i>Provide background information, referencing historical land use, past practices, local conditions, watershed plans, studies and other sources. Reference attached figures, tables, maps and photos if necessary. Do not describe the project here, see Section 5, Number 1, below. Maximum of 3,000 characters.</i>

Section 4: Project Objectives

1. Describe how project accomplishes listed task: <i>Specifically identify how the proposal's objectives will successfully address the task identified in box 21 of Section 1. Include the title of the task in your explanation. Maximum of 2,000 characters.</i>	
2. Need for the project: <i>Briefly summarize the need for the project based on historic or existing conditions and/or limiting factors. Do not describe the project here, see Section 5, Number 1, below. Maximum of 8,000 characters.</i>	
3. Limiting factors to salmonids remediated by proposed project:	<input type="checkbox"/> Water quantity (lack of flow, diversions, runoff) <input type="checkbox"/> Water quality (temperature, chemistry, turbidity) <input type="checkbox"/> Riparian dysfunction (lack of shade, excessive nutrients, roughness elements) <input type="checkbox"/> Excessive sediment yield (pool and gravel quality) <input type="checkbox"/> Spawning requirements (gravel, resting areas-pools) <input type="checkbox"/> Rearing requirements (velocity, lack of shelter, pools) <input type="checkbox"/> Estuary / lagoon issues (closure during migration periods) <input type="checkbox"/> Fish passage (emigration and immigration)
4. Limiting factor remediation: <i>Describe how the project addresses each of the limiting factors listed in #3 above. You will be required to give a separate explanation for each limiting factor you selected above. Be specific on how your project is addressing each limiting factor.</i>	

Section 5: Project Description

1. Detailed project description, including all tasks to be performed:

Write a detailed project description, including all tasks to be performed. Also describe who will be implementing the project and who will be completing each project task. If personnel are not discussed in this section they cannot be included in the personnel section of the budget. See discussion of project description in Part IV and specific information required for each project type in Part VI. This description should be detailed enough to write a Statement of Work. There is no character limit.

2. Time frame:

Provide estimated timeline for each project task described in the Project Description from the start date until the project is completed. Grant agreements will not be in place until the summer of the year following the year the proposal is submitted. Plan project timelines accordingly.

3. Deliverables:

Project proposals must include a clear list of the deliverables and a clear list of quantifiable expected results. List and describe all reports, maps, databases and other products to be prepared and delivered to FRGP. All completed projects must submit a Final Report as a deliverable. All PL, MD, and MO projects need to submit detailed assessments/monitoring reports as project deliverables. Any project that creates/compiles GIS or GPS data will need to submit these data with accompanying meta data as project deliverables on compact disc. See Part VI for project specific requirements.

4. Protocols to be used in project development and implementation (check applicable box):

- DFG California Salmonid Stream Habitat Restoration Manual
Manual part number:
- DFG Fish Bulletin 180: California Coastal Salmonid Population Monitoring:
Strategy, Design, and Methods.

Suggested Standards for Proposal Development, Current Acceptable Protocol List:

DFG's California Salmonid Stream Habitat Restoration Manual 4th edition (Available via Internet at: <http://www.dfg.ca.gov/fish/Resources/HabitatManual.asp>).

- A. Habitat typing
- B. Channel typing
- C. Riparian / LWD survey
- D. Spawner survey form (Page IV-11)
- E. Electrofishing form (Page IV-16)
- F. Part VII Implementation Methods
- G. Part VIII Evaluation and Monitoring Methods
- H. Part IX Fish Passage
- I. Part X Upslope Assessment and Restoration Practices
- J. Part XI Riparian Habitat Restoration
- K. Part XII Fish Passage Design and Implementation

5. Other protocols:

If protocols other than those in the list above are to be used, list and reference the protocols and explain why they were selected. Indicate if CDFW/NOAA engineers have been consulted.

6. Expected quantitative results (project summary):

Expected results must be consistent with the performance standards as described in the Pacific Coastal Salmon Recovery Fund. These can be found at http://webapps.nwfsc.noaa.gov/pcsrfdoc/PCSRF_Performance_Measures.pdf. If project occurs at more than one site, summarize the results for the project as a whole. You must report the measurements in the units listed in the tables below.

Please note that the format of this section differs from that in the Online PSN Application. The questions asked are the same, but the categorization of questions online makes it easier to identify only those questions that are applicable to a specific proposal.

Americorps (AC)

a. Number of outreach/educational events	_____ #
b. Number of students educated	_____ #
c. Number of schools/institutions reached	_____ #
d. Number of educational documents completed/distributed	_____ #
e. Number of exhibits/posters prepared	_____ #
f. Number of interpretive signs prepared	_____ #
g. Number of different locations where interpretive signs/posters displayed	_____ #
h. Number of media materials prepared	_____ #
i. Number of workshop/training events	_____ #
j. Number of participants in workshop/training events	_____ #
k. Number of landowners reached by projects	_____ #
l. Miles of stream assessed	_____ miles
m. Miles of road assessed	_____ miles
n. Acres of habitat assessed	_____ acres
o. Number of restoration projects reviewed/evaluated	_____ #

Enforcement and Protection (EF)

a. Name of plan implemented	
b. Number of plans/designs for restoration/conservation actions developed as a result of this project	_____ #
c. Acres of land affected by landowner plans/designs for restoration/conservation actions	_____ acres
d. Number of volunteers committed to restoration/conservation actions	_____ #
e. Number of restoration or protection projects proposed	_____ #
f. Acres of habitat restored or protected	_____ acres
g. Number and list of watersheds restored or protected	_____ #
h. Number of students educated	_____ #
i. Number of workshops/training event	_____ #
j. Number of outreach/education documents completed and distributed	_____ #
k. Number of schools and other institutions reached	_____ #
l. Name of education/outreach document	

Fish Passage at Stream Crossings (FP)

a. Miles of stream treated (include only the actual length of stream <i>treated</i> by the project, not the length of stream <i>affected</i> by the project)	_____miles
b. Number of stream crossings/culverts improved for fish passage (total)	_____#
c. Type(s) of crossings treated	<input type="checkbox"/> culvert <input type="checkbox"/> bridge <input type="checkbox"/> ford
d. Miles of stream made more accessible by treating stream crossings (accessible to next barrier or to upstream end of anadromy)	_____miles
e. Number of culverts replaced/improved	_____#
f. Number of bridges installed/improved	_____#
g. Number of rocked fords placed	_____#
h. Number of road crossings removed	_____#

Instream Barrier Modification for Fish Passage (HB)

a. Miles of stream treated (include only the actual length of stream <i>treated</i> by the project, not the length of stream <i>affected</i> by the project)	_____miles
b. Number of barriers other than culverts improved for fish passage	_____#
c. Type(s) of barriers treated	<input type="checkbox"/> diversion dam <input type="checkbox"/> push-up dam <input type="checkbox"/> wood or concrete dam <input type="checkbox"/> weir <input type="checkbox"/> logs <input type="checkbox"/> debris
d. Miles of stream made more accessible by removing barriers other than culverts (accessible to next barrier or to upstream end of anadromy)	_____miles
e. Number of fishway chutes/pools installed	_____#

Instream Habitat Restoration (HI)

a. Miles of instream habitat treated overall (count stream reach only once, even if it has multiple treatments)	_____miles
b. Type of channel reconfiguration and connectivity	<input type="checkbox"/> creation/connection to off-channel habitat <input type="checkbox"/> creation of instream pools <input type="checkbox"/> channel bed restored <input type="checkbox"/> meanders added
c. Miles of stream treated for channel reconfiguration and connectivity	_____miles
d. Miles of off-channel stream created	_____miles
e. Number of instream pools created for channel reconfiguration	_____#

f. Type of materials used for channel structure placement	<input type="checkbox"/> individual logs (unanchored) <input type="checkbox"/> individual logs (anchored) <input type="checkbox"/> logs fastened together (logjam) <input type="checkbox"/> rocks/boulders (unanchored) <input type="checkbox"/> rocks/boulders (fastened or anchored) <input type="checkbox"/> stumps with roots attached (rootwads) <input type="checkbox"/> weirs <input type="checkbox"/> deflectors/barbs <input type="checkbox"/> other engineered structures
g. Miles of stream treated with channel structure placement	_____miles
h. Number of instream pools created by structure placement	_____#
i. Number of structures placed in channel	_____#
j. Miles of stream treated with spawning gravel placement	_____miles
k. Cubic yards of spawning gravel placed	_____cubic yards
l. Miles of stream treated for removal of aquatic non-native invasive plants	_____miles
m. Species scientific name(s) of plants removed	

Riparian Restoration (HR)

a. Miles of stream treated overall (count stream reach only once, even if it has multiple treatments)	_____miles
b. Miles of riparian stream bank treated (measure both sides of bank, if appropriate)	_____miles
c. Acres of riparian area treated (total)	_____acres
d. Acres of riparian area planted	_____acres
e. Number of plants	_____#
f. Species scientific name(s) of plants planted	
g. Miles of fence installed/repaired	_____miles
h. Acres of riparian area protected by fencing	_____acres
i. Number of livestock water gap installations	_____#
j. Acres of riparian area treated for removal of non-native invasive plants	_____acres
k. Species scientific name(s) of plants removed	

Bank Stabilization (HS)

a. Miles of stream treated overall (count stream reach only once, even if it has multiple treatments)	_____miles
b. Type of materials used for streambank stabilization	<input type="checkbox"/> logs <input type="checkbox"/> rocks/boulders <input type="checkbox"/> rock barbs <input type="checkbox"/> log barbs <input type="checkbox"/> revetments <input type="checkbox"/> vegetation

c. Miles of streambank treated (measure both sides of bank, if appropriate)	_____miles
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Watershed Restoration – Upslope (HU)

a. Miles of road treated (total)	_____miles
b. Acres of upslope area treated (total)	_____acres
c. Miles of road treated for road drainage system improvements	_____miles
d. Miles of road decommissioned/abandoned	_____miles
e. Type(s) of upland erosion and sediment control	<input type="checkbox"/> erosion control structures <input type="checkbox"/> planting <input type="checkbox"/> slope stabilization
f. Species scientific name(s) of plants planted	
g. Number of erosion/sediment control installations	_____#
h. Type(s) of upland livestock management	<input type="checkbox"/> livestock watering schedules <input type="checkbox"/> livestock water development
i. Number of livestock water installations	_____#
j. Acres of upslope area treated for vegetation removal/control	_____acres
k. Species scientific name(s) of plants removed	
l. Cubic yards of sediment prevented from entering the stream	_____cubic yards
m. Number of stream crossings treated	_____#

Monitoring Projects (MD)

a. Miles of stream monitored	_____miles
b. Acres of habitat monitored	_____acres
c. Type of monitoring conducted	<input type="checkbox"/> adult salmonid population monitoring <input type="checkbox"/> salmonid smolt or fry production monitoring <input type="checkbox"/> biological monitoring (other than salmon) <input type="checkbox"/> redd counts <input type="checkbox"/> carcass counts <input type="checkbox"/> water quality monitoring <input type="checkbox"/> water quantity (flow) monitoring <input type="checkbox"/> habitat condition monitoring <input type="checkbox"/> modeling and data analysis <input type="checkbox"/> tissue sampling and analysis <input type="checkbox"/> genetic analysis
d. What research or management question is the field work designed to answer?	
e. Describe the comprehensive monitoring strategy/program of which the project is a part, if applicable	

f. Describe the component of the comprehensive monitoring strategy that the project addresses	
g. Number of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
h. Name(s) of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
i. Number of reports prepared on key management or restoration data, information and needs	_____ #

Monitoring Watershed Restoration (MO)

a. Miles of stream monitored	_____ miles
b. Acres of habitat monitored	_____ acres
c. Type of monitoring conducted	<input type="checkbox"/> post-project implementation or design compliance monitoring <input type="checkbox"/> restoration effectiveness monitoring <input type="checkbox"/> restoration validation monitoring
d. What research or management question is the field work designed to answer?	
e. Describe the comprehensive monitoring strategy/program of which the project is a part, if applicable	
f. Describe the component of the comprehensive monitoring strategy that the project addresses	
g. Number of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
h. Name(s) of organizations cooperating with the project as part of a comprehensive monitoring strategy	_____ #
i. Number of reports prepared on key management or restoration data, information and needs	_____ #

Watershed Organization Support and Assistance (OR and PI)

a. Number of public meetings	_____ #
b. Number of public meeting attendees	_____ #
c. Number of landowners reached by project	_____ #

Project Design (PD)

a. Number of restoration projects that will be proposed as a result of this project	_____ #
b. Acres of habitat proposed for protection/restoration as a result of this project	_____ acres

Watershed Evaluation, Assessment and Planning (PL)

a. Acres of land area affected by the planning/assessment activity	_____ acres
b. Type(s) of planning activities conducted	<input type="checkbox"/> coordination/implementation of a recovery plan <input type="checkbox"/> coordination/implementation of watershed conservation and restoration <input type="checkbox"/> watershed council support <input type="checkbox"/> support to local entities or agencies involved in salmonid restoration planning and coordination <input type="checkbox"/> habitat restoration scoping and feasibility studies <input type="checkbox"/> evaluation/prioritization of restoration plans and projects <input type="checkbox"/> designing and maintaining restoration data systems <input type="checkbox"/> engineering/design work for restoration projects <input type="checkbox"/> developing restoration action plans
c. Name of the plan developed or updated by the project	
d. Describe extent, purpose and application of the plan	
e. Type(s) of stream survey/assessment activities conducted	<input type="checkbox"/> salmonid presence/absence survey <input type="checkbox"/> instream habitat condition assessment <input type="checkbox"/> habitat use by salmonids <input type="checkbox"/> fish passage barrier inventory
f. Type(s) of watershed habitat survey/assessment activities conducted	<input type="checkbox"/> riparian condition <input type="checkbox"/> road condition/inventory <input type="checkbox"/> wetlands <input type="checkbox"/> estuarine habitat conditions <input type="checkbox"/> LiDAR or other remote mapping <input type="checkbox"/> landscape mapping <input type="checkbox"/> invasive species <input type="checkbox"/> floodplain mapping <input type="checkbox"/> overall watershed condition assessment or mapping <input type="checkbox"/> stream typing
g. Name of the assessment document developed by the project	
h. Acres of habitat assessed to determine habitat conditions affecting salmonids	_____ acres
i. Miles of stream assessed	_____ miles
j. Miles of road assessed	_____ miles

Cooperative Fish Rearing (RE)

a. Purpose of rearing	<input type="checkbox"/> supplementing ESA listed salmonid spawning <input type="checkbox"/> reintroducing a salmonid population
b. Number of fry/smolt released (by species)	_____#
c. Name(s) of the habitat restoration project(s) complemented by this project	

Fish Screening of Diversions (SC)

a. Miles of stream treated	_____miles
b. Number of new fish screens installed	_____#
c. Flow rate in cfs of diversions with new screens installed	_____cfs
d. Number of fish screens modified or replaced	_____#
e. Flow rate in cfs of diversions with screens modified/replaced	_____cfs
f. Acre-feet per year of water protected by screens	_____acre-feet/year

Private Sector Technical Training and Education (TE)

a. Number of workshop/training events	_____#
b. Number of participants in workshop/training events	_____#
c. Number of landowners reached by project	_____#
d. Number of educational documents completed/distributed	_____#

Water Conservation Measures (WC)

a. Miles of stream protected for adequate flow	_____miles
b. Flow rate in cfs of water conserved	_____cfs
c. Start date of return flow to the stream	__/__/____
d. End date of return flow to the stream	__/__/____
e. Number of days that flow was returned to the stream	_____#
f. Acre-feet of water conserved	_____acre-feet

Water Measuring Devices (WD)

a. Number of water flow gauges installed	_____#
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Water Purchase/Lease (WP)

a. Miles of stream protected for adequate flow	_____miles
b. Flow rate in cfs of water leased/purchased	_____cfs
c. Start date of return flow to the stream	__/__/____
d. End date of return flow to the stream	__/__/____
e. Number of days that flow was returned to the stream	_____#
f. Acre-feet of water leased/purchased	_____acre-feet

Additional components of above project types. Provide these quantitative results if they apply.

Public School Watershed and Fishery Conservation Education components

a. Number of educational events	_____ #
b. Number of students educated	_____ #
c. Number of schools/institutions reached	_____ #
d. Number of educational documents completed/distributed	_____ #
e. Number of interpretive signs/posters prepared	_____ #
f. Number of different locations where interpretive signs/posters displayed	_____ #

Section 6: Qualifications and experience of applicant and professionals:

1. Applicant's qualifications and experience:

Describe how the applicant or the organization is qualified to perform the proposed work.

2. Previous projects funded by FRGP:

Provide a list of projects (by FRGP grant number) the applicant has been directly funded for and indicate status of project (completed, not completed, on-going, not started, cancelled). Only include projects for the last five years.

3. Professionals qualifications and experience:

List qualifications and experience of principal licensed professional(s). Please specify which professional(s) will be providing direct oversight on the project.

4. Examples of similar work:

Provide at least three examples of similar work the licensed professional(s) has completed.

Section 7: Landowners Access, Permits

1. Landowners granting access for project: (Attach Provisional Landowner Access Agreement[s])

*List and reference attached access agreements. See sample form in Appendix C. **Indicate here if applicant is the landowner.***

2. Permits:

List all government permits known to be needed to complete project. Indicate which permits the applicant will secure.

3. Lead CEQA Agency:

Lead CEQA agency for project. If the applicant will complete their own CEQA, list applicant here; if applicant will go through another agency for CEQA, list that agency here; and if applicant would like to be included in the FRGP CEQA process, list CDFW here.

4. Gallons of Fuel Used to Complete the Project	_____ gallons of gasoline _____ gallons of diesel <i>Indicate the total number of gallons of gasoline and/or diesel that will be used by the applicant and/or subcontractors in carrying out the project. This information is required for CEQA. If the applicant will be completing CEQA independently of CDFW, or if no gasoline or diesel will be used, please enter zeros in the fields.</i>
5. Listed species:	<i>Indicate if <u>any</u> State or Federal listed species consultation or surveys are required. This is not limited to fish.</i>

Section 8: Project Budget

1. Instructions for Completing Total Project Budget, Statement of Funding Sources, and Cost Share Tables

Each proposal must contain a detailed line item budget broken down into three categories: Personnel Services, Operating Expense, and Indirect Charges. The budget must identify the amount being requested from FRGP, the amount being provided by the applicant, the amount being provided by cost share partners and the total cost for each line item. **The amount requested from each source must be divisible by the listed hours or unit cost.** The total project budget and task budget must contain all project costs.

- Projects approved for funding will be required to submit invoices matching this budget format.
- It is recommended you calculate, create, and save your budget *in Microsoft Excel®* or similar spreadsheet program, as doing so will avoid budget errors; then export your budget to *Microsoft Word®* or compatible word processing program with the rest of your written proposal. If the proposal is funded, the information can be sent electronically to FRGP staff without reformatting it. A fill and print budget template is provided at the beginning of Appendix B.

Personnel Services Costs

Include all employee costs required to complete the proposed project. If the personnel who will be implementing the project and who will be completing each project task described in the project description have not been discussed in the Project Description they cannot be included in the personnel section of the budget.

- List each personnel classification, their total hours, hourly pay rate, and the calculated total. Personnel hours must be broken down into three columns. One column for the number of hours under “Amount Requested”, a second column for the number of hours under “Applicant Cost Share”, and a third column for the number of hours under “Partner Cost Share”. **The calculated total must equal the line item calculation, including both the cost-share and requested amounts. (Do not include staff benefits in the hourly pay rate.)** (See **A** in Example Budget below.)
- A “Staff Benefit(s)” amount must be listed and calculated. Staff benefits include but are not limited to vacation, sick leave, medical insurance, and retirement. These items can not have a separate line item in the budget. (See **B** in Example Budget below.)

- Do not list subcontracts in this section. Subcontracts are listed as Operating Expenses.
- Do not list workers' compensation insurance in this section. Workers' compensation insurance should be included in the Indirect Charges (see **H** in Example Budget below).

Operating Expenses

Include all sub-contractor services, materials, equipment, and incidental costs to complete the project.

Operating Expenses: Sub-contractor

Sub-contractor services are those necessary for the implementation of the proposal for which the applicant will subcontract. These services are undertaken by a provider external to the applicant's organization. (See **C** in Example Budget below.)

- List each sub-contractor on a separate line.
- If sub-contractor costs are listed as a lump sum, provide a separate detailed budget for sub-contractor costs.

Operating Expenses: Other

Expenses related to the operation of the proposal for which the applicant will be responsible. This would include for example: travel expenses by applicant (not sub-contractor) and permitting fees.

- Provide as much cost detail as possible and practical. Every item must have a unit cost (per lb., per day, cubic yard, linear foot, each, etc.). (See **D** in Example Budget below.)

Operating Expenses: Electronic and Purchased Equipment

- Purchase of equipment with CDFW funds is not normally allowed. See *Part IV*, for equipment definitions and restrictions. (See **G** in Example Budget below.)

Travel

Expenses must be consistent with state guidelines for reimbursed travel expenses based on traveling over a 24 hour trip. Per Diem and mileage rates may not exceed State of California standards: lodging \$90.00 plus tax per night (certain counties have a higher standard, see table below), per diem \$46.00 per day, and 56 cents per mile. State guidelines can be found at <http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. (See **E** in Example Budget below.)

Lodging Reimbursement	
All Counties/Cities located in California (except as noted below)	Actual expense up to \$90 per night, plus tax
Napa, Riverside, and Sacramento Counties	Actual expense up to \$95 per night, plus tax
Los Angeles, Orange, and Ventura Counties and Edwards AFB, excluding the city of Santa Monica	Actual expense up to \$120 per night, plus tax
Alameda, Monterey, San Diego, San Mateo, Santa Clara Counties	Actual expense up to \$125 per night, plus tax
San Francisco County and the City of Santa Monica	Actual expense up to \$150 per night, plus tax

1602 Permitting Fees

Fish and Game Code, Section 1609 authorizes the Department to recover the total costs it incurs to administer and enforce its Lake and Streambed Alteration Program by charging applicant fees for Lake and Streambed Alteration Agreements. The actual fees charged will depend on the total cost of the project. The definitions, instructions, and forms are available on the Lake and Streambed Alteration Agreements website at <http://www.dfg.ca.gov/habcon/1600/forms.html>. (See **F** in Example Budget below.)

Standard Agreement	
If project costs is:	Permit fee will be:
less than \$5,000	\$224.00
\$5,000 to less than \$10,000	\$280.25
\$10,000 to less than \$25,000	\$560.25
\$25,000 to less than \$100,000	\$840.25
\$100,000 to less than \$200,000	\$1,233.25
\$200,000 to less than \$350,000	\$1,673.00
\$350,000 to less than \$500,000	\$2,521.50
\$500,000 or more	\$4,482.75

Indirect Charges (Administrative Overhead)

Indirect charges (previously called administrative overhead) should be applied only to projected administrative costs that cannot be recovered in other budget categories. Indirect charges are **limited** to 20% of amount requested from the FRGP, **excluding** subcontractor costs and major equipment purchases. Any amount over 20% will not be funded but can be used as cost share. Indirect charges include but are not limited to: utilities, offices space rental, phone, and copying which is directly related to completion of the proposed project. Workers compensation insurance is considered part of doing business and should be included in the indirect charge total, it cannot be called out in a separate line item. Provide a list of what is included in indirect charges (see Section 8, number 3). Items included in indirect charges cannot be included as line items in the budget. (See **H** in Example Budget below.)

Cost Share Funds

Cost share can be either money, or resources other than money (in-kind contributions), provided by the applicant and/or the applicant's partners (e.g. private companies, nonprofit organizations, public agencies, and/or other entities) involved in the implementation of the proposed project. In-kind contributions must be applied directly to the project in order to be considered cost share. When including existing equipment or vehicles in cost share, they must be prorated based on the life of the equipment/vehicles. Cost share definitions are as follows:

1. Cost share not suitable: Projects, personnel, or supplies and equipment previously funded by CDFW; resources expended prior to the term of the grant; salaries of permanently funded employees working for the CDFW or NOAA Fisheries; mitigation funds; cost share funds that will not be confirmed by February 1, 2015.
2. Hard cost share: All hard cost share must be Non-Federal sourced money or in-kind contributions which do not come from a Federal source. Hard cost share can be

provided by the applicant and/or the applicant's partners involved in the implementation of the proposed project confirmed prior to August 15, 2014.

3. Soft cost share: All soft cost share is Federal sourced money or in-kind contributions which come from a Federal source. Soft cost share can be provided by the applicant and/or the applicant's partners involved in the implementation of the proposed project. The following in-kind contributions can only be counted as soft cost share regardless of funding source: indirect charges (as described in Part IV page 30); **and** cost share funds that will be confirmed after August 15, 2014 up until February 1, 2015.

IMPORTANT NOTE: PROJECTS WITH FEDERAL COST SHARE MUST INDICATE THE SOURCE AND DOLLAR AMOUNT IN THE SUMMARY OF PROJECT COSTS. FAILURE TO PROVIDE THIS INFORMATION WHEN APPLICABLE MAY BE CONSIDERED NON-RESPONSIVE AND/OR RESULT IN THE WITHDRAWAL OF FUNDING APPROVAL.

EXAMPLE BUDGET								
Trickle Creek Restoration Project								
	Hrs/Units for Amount Requested	Hrs/Units of Applicant Cost Share	Hrs/Units of Partner Cost Share	Hourly Rate	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
A. PERSONNEL SERVICES								
Level of Staff (Hours)								
Project Coordination; Planning	50	30		\$30.00	\$1,500	\$900		\$2,400
Project Leader A	605	100		\$20.00	\$12,100	\$2,000		\$14,100
Field Laborers	1880			\$11.00	\$20,680	\$0		\$20,680
Subtotal					\$34,280	\$2,900		\$37,180
Staff Benefits @ 30% B					\$10,284	\$870		\$11,154
TOTAL PERSONNEL SERVICES					\$44,564	\$3,770	\$0	\$48,334
B. OPERATING EXPENSES: SUBCONTRACTORS C								
Description (indicate type of units)	# of Units Requested	# of Units Applicant Cost Share	# of Units Partner Cost Share	Unit Price	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
<u>Subcontractors</u>								
Bobcat Tractor (days)	2			\$500.00	\$1,000	\$0	\$0	\$1,000
Subtotal of Subcontractors					\$1,000	\$0	\$0	\$1,000
OPERATING EXPENSES: OTHER (i.e. Materials and Supplies, indicate type of units) D								
Fence supplies, including but not limited to:								

EXAMPLE BUDGET

Trickle Creek Restoration Project

	Hrs/Units for Amount Requested	Hrs/Units of Applicant Cost Share	Hrs/Units of Partner Cost Share	Hourly Rate	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
Fencing and barbed wire (linear ft.)	1800			\$5.50	\$9,900	\$0	\$0	\$9,900
Corner, line, tee posts and caps (ea.)	250	100	100	\$13.00	\$3,250	\$1,300	\$1,300	\$5,850
Gates/fencing panels (ea.)	4			\$121.00	\$484			\$484
Ties, fasteners, crimp sleeves, stay wire (bulk)	1			\$825.00	\$825			\$825
Concrete anchors (cu. yd)	50			\$30.00	\$1,500			\$1,500
Trees: Purchased or Grown (ea.)		250	250	\$4.00	\$0	\$1,000	\$1,000	\$2,000
Bulrush, delivered (cu. yd)		5	5	\$100.00	\$0	\$500	\$500	\$1,000
Tree cages (ea.)	200	150	150	\$5.49	\$1,098	\$824	\$824	\$2,746
Bagging material for Bulrush (ea.)		250	250	\$2.00	\$0	\$500	\$500	\$1,000
Equipment rental: Excavator (hours)	10	5	5	\$65.00	\$650	\$325	\$325	\$1,300
Tree Propagation Supplies: Vitamins, Root Hormones, etc. (bulk)		1	1	\$250.00	\$0	\$250	\$250	\$500
Lodging (days)	3	1	1	\$84.00	\$252	\$84	\$84	\$420
Per Diem (days)	3	1	1	\$40.00	\$120	\$40	\$40	\$200
Mileage (miles) E	3,215			\$0.50	\$1,608			\$1,608
Tools and Instruments (bulk)		1	1	\$2,750.00	\$0	\$2,750	\$2,750	\$5,500

EXAMPLE BUDGET								
Trickle Creek Restoration Project								
	Hrs/Units for Amount Requested	Hrs/Units of Applicant Cost Share	Hrs/Units of Partner Cost Share	Hourly Rate	Amount Requested	Applicant Amt. of Cost Share	Partner Amt. of Cost Share	Total Project Cost
Permits 1602 (ea) F	1			\$750.00	\$750			\$750
OPERATING EXPENSES: Electronic and Purchased Equipment G (See Part IV for definition)								
Subtotal of Other					\$20,437	\$7,573	\$7,573	\$35,583
TOTAL OPERATING EXPENSES					\$21,437	\$7,573	\$7,573	\$36,583
C. SUBTOTALS & INDIRECT COSTS								
SUBTOTAL A + B (Personnel + Operating)					\$66,001	\$11,343	\$7,573	\$84,917
Requested Indirect Charge rate (max.20%) @		H (without C)		10%	\$6,500			\$6,500
Applicant Indirect Charge rate @				10%		\$1,134		\$1,134
Partner Indirect Charge rate @				10%			\$757	\$757
D. GRAND TOTAL					\$72,501	\$12,477	\$8,330	\$93,308

2. Budget Justification

Explain any unusual cost items or lump sum costs which will aid in the evaluation of the project. Applicants must justify project costs in the project description. Project cost analysis will be based on costs for similar projects that have been implemented, as well as on an assessment of proposed costs by FRGP staff. Maximum 3,000 character limit.

3. Indirect Charges

Provide a detailed list of what is included in the indirect charges. Maximum 500 character limit.

4. Summary of Project Costs

Proposals must identify each cost share source, amount, and status of funding in the table below. Example:

Example Project					
Sources of Funds	Cash	In-kind (if applicable)	Status S,P,U (secured, pending, unknown)	Anticipated award date	Total
Fisheries Restoration Grant Program	\$72,501				\$72,501
Other State Agencies <u>Name(s) and amount(s) of each:</u>					
Federal <u>Name(s) and amount(s) of each:</u> ie. Federal Agency X, \$3,573 Federal Agency Y, \$4,000	\$3,573 \$4,000	\$757	P S	09/30/12 8/31/12	\$4,330 \$4,000
Applicant (indicate if Federal):	\$7,573	\$4,904	S	09/30/12	\$12,477
Other Sources <u>Name(s) and amount(s) of each:</u>					
Total	\$87,647	\$5,661			\$93,308

5. Is any of the cost share being used as match for other (non-FRGP) funding for the project?

Describe any other matching requirements for other project funding, and how the cost share dollars are being used to meet these requirements. Note: FRGP funds can not be used as match for other grants.

6. In-kind Detail:

Describe in detail all in-kind cost share. For projects where in-kind cost share will be used, the proposal must specify the following information, as applicable: total number of volunteer hours; dollar value of volunteer work; dollar value of non-volunteer labor; description of how the labor value was determined; and description and dollar value of non-labor in-kind contributions to the project.

<i>In-kind Detail: Labor</i>				
Type of In-kind Contribution	Source of In-kind Contribution	Total Hours	Value of Labor (\$)	Describe how the labor value was determined
Volunteer labor				
Non-volunteer labor (employees whose labor is not paid for by FRGP funding)				

<i>In-kind Detail: Materials and Equipment</i>		
Description of In-kind Contribution (materials, equipment, etc.) [Add rows as needed]	Source of In-kind Contribution	Value of contribution (\$)

7. Estimated Project Cost by Task

Project proposals must provide an estimated cost breakdown for each objective included in the project. Use only the categories provided below, do not add your own.

<i>Example: Estimated Project Cost by Task</i>			
Type of Work	Amount Requested	Cost Share	Total
Fish Screens	\$10,000	\$5,000	\$15,000
Fish Passage	\$15,000	\$10,000	\$25,000
Instream Flow	\$40,000	\$15,000	\$55,000
Instream Habitat			
Riparian Habitat			
Upland Habitat			
Wetland Habitat			
Estuarine Habitat			
Planning / Assessment / Design			
Outreach / Education / Training			
Monitoring			

Salmon Enhancement / Rearing			
Acquisition			
Total	\$65,000	\$30,000	\$95,000

Section 9: Supplemental or Specialized Information

For the information required for each Project Type, see descriptions in Parts V and VI, and the examples in Appendix C. In the order listed below, attach the following required items to the application, as appropriate to the proposal project type:

- 1. Intermediate Plan.
(Project Types: FP, SC)
- 2. Conceptual Plan.
(Project Types: HS, HU, WC)
- 3. Intermediate **or** Conceptual Plan.
(Project Types: HB, HI, WD)
- 4. Project Location Topographic Map.
(Project Types: EF, FP, HB, HI, HR, HS, HU, MD, MO, PD, PL, RE, SC, WC, WD, WP)
- 5. Watershed (or County) Map.
(Project Types: AC, EF, HU, MD, MO, OR, PD, PI, PL, RE, TE, WD, WP)
- 6. Provisional Landowner Access Agreement/Provisional Resolution.
(Project Types: FP, HB, HI, HR, HS, HU, MD, MO, PD, PL, RE, SC, WC, WD, WP)
- 7. Water Right Verification
(Project Types: FP, HB, SC, WC, WD, WP)
- 8. Photographs
(Project Types: FP, HB, HI, HR, HS, PD, RE)
- 9. Status Report (Existing projects only).
(Project Types: OR, PI)
- 10. Fence Maintenance Plan.
(Project Type: HR)
- 11. Riparian Restoration Plan.
(Project Type: HR)
- 12. Quality Assurance and Quality Control (QA/QC) Plan
(Project Type: MD, MO)

- 13. Existing Condition Sketch.
(Project Type: PD)
- 14. Narrative appraisal.
(Project Type: WP)
- 15. Five year Management Plan
(Project Type: RE)
- 16. Evaluation Plan
(Project Type: EF, TE)
- 17 Training Curriculum
(Project Type: EF)
- 18. Description of protection issues needing
(Project Type: EF)

Supplemental Information Checklist by Project Type
(Refer to the item numbers above)

<u>Project Type</u>	<u>Item Number</u>	<u>Project Type</u>	<u>Item Number</u>
AC	5	OR	5, 9
EF	4, 5, 16, 17, 18	PD	4, 5, 6, 8, 13
FP	1, 4, 6, 7, 8	PI	5, 9
HB	3, 4, 6, 7, 8	PL	4, 5, 6
HI	3, 4, 6, 8	RE	4, 5, 6, 8, 15
HR	4, 6, 8, 10, 11	SC	1, 4, 6, 7
HS	2, 4, 6, 8	TE	5, 16
HU	2, 4, 5, 6	WC	2, 4, 6, 7
MD	4, 5, 6, 12	WD	3, 4, 5, 6, 7
MO	4, 5, 6, 12	WP	4, 5, 6, 7, 14