**FY2024 PROPOSAL NARRATIVE TEMPLATE**

**Endangered Species Act**

**Nontraditional Section 6 Grant Program**

**Habitat Conservation Plan Land Acquisition**



**IMPORTANT**

1. To obtain proposal guidance and program guidelines, please refer to the US Fish and Wildlife Service’s Notice of Funding Opportunity (NOFO), Frequently Asked Questions (FAQ), and the At-Risk Species List available online at:   
   <https://www.grants.gov/web/grants/view-opportunity.html?oppId=350344>
2. **This narrative is meant to be completed with guidance from the NOFO, FAQ, and At-Risk Species List which contain comprehensive instructions and clarifications for each section/criterion.**
3. Please limit your responses to the requested information only.
4. Tables are provided and preferred for responses but are not mandatory.
5. Proposals need to be submitted in .doc format, and please preserve track changes when responding to Department revision requests or comments.
6. Proposals need to be submitted to the local CDFW regional office for review. Proposals that have not been cleared by CDFW region will not be routed for submission.
7. Match commitment letters need to be signed by an individual with the authority to commit funds on behalf of the entity from all non-State match contributors. The letter(s) need to include a match percentage (out to two decimal points) and the corresponding match dollar amount. It also needs to state that the match funds have no federal nexus and are directly related to the objectives of the project.
8. Application Package Checklist:
   1. Narrative
   2. Budget
   3. Maps
   4. Match commitment letter(s)
   5. Additional attachments as necessary
   6. Match Certification form\*
   7. DFW 869 - FAS Grant Package Transmittal\*

\*These items will be completed by the CDFW Grant Manager

We are here to help! If you have questions, please contact [NCCP@wildlife.ca.gov](mailto:NCCP@wildlife.ca.gov).

**Endangered Species Act**

**Nontraditional Section 6 Grant Program**

**Habitat Conservation Plan Land Acquisition**

**FY2024**

**Project Narrative**

***NOTE: All text in italics should be removed upon finalizing the Project Narrative***

*This template is not intended to be a substitute for the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule (2 CFR 200), the Section 6 Notice of Funding Opportunity (NOFO), 50 CFR 80.13, or the Fish and Wildlife Manual.*

*The current NOFO should be read carefully before submitting a final application package for funding consideration.*

*See the* [*Grants for NCCPs and HCPs*](https://www.wildlife.ca.gov/Conservation/Planning/NCCP/Grants) *page for the current Habitat Conservation Plan (HCP) Land Acquisition NOFO, required forms, and additional information about the Non-traditional Section 6 Grant Programs.*

**Project Title:** [Insert Plan Name or Project Title]

**Project Contacts:** *Provide complete contact information for the individual(s) that have agreed to participate on the project within the local organization, California Department of Fish and Wildlife (CDFW) and the U.S. Fish and Wildlife Service (USFWS). These parties will oversee/manage the project activities on a day-to-day basis.*

**California Department of Fish & Wildlife:**

[Name]

[Phone]

[Email]

Has this contact reviewed this proposal and agreed to participate on the project?  
Yes No

*If no, the proposal will not be routed for submission by CDFW.*

**U.S. Fish & Wildlife Service:**

[Name]

[Phone]

[Email]

Has this contact reviewed this proposal and agreed to participate on the project?  
Yes No

*If no, the proposal will not be routed for submission by CDFW.*

**Local:**

[Name]

[Affiliation]

[Phone]

[Email]

**Project Cost:**

|  |  |
| --- | --- |
| **Federal Share:** | $ |
| **Non-Federal Share:** | $ |
| **Total Cost:** | $ |
| **Percentage of non-Federal share:** |  |

* The non-Federal share must be at least 25.00% of the total project cost.
* Please include percentage to two decimal places.
* Proposals may be submitted that include as non-Federal match general funds, fees collected or used, lands acquired, or other actions (e.g., other State permit requirements) to satisfy State or other non-Federal conservation obligations of the HCP, above and beyond the Federal mitigation requirement.
* Other funds that are related to the project or are part of a larger project but are not designated as cost share should not be included in the total project costs when calculating minimum non-Federal cost share.
* Complete and attach the [2024-2027 Multi-Year Budget.](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=76032)

**PROJECT START DATE:** *Enter date in header or, if applicable, include this text here* “Please note the performance period of this grant is TBD and will be determined once the preliminary awards are announced.”

**DESCRIPTION OF ENTITY(IES) UNDERTAKING THE PROJECT:** *Identify any entity that will act as a subrecipient and describe their role in meeting project objectives and note if the entity is a targeted group (see Section E.2, Application Selection, page 26 in the NOFO). Do not include USFWS or CDFW in this table.*

|  |  |
| --- | --- |
| **Entity Name:** | **Role in meeting project objectives:** |
| *Example: County X* | *County X is a Permittee and is signatory to the Implementing Agreement (I.A.) County X is responsible for the implementation of the Plan. This includes, but is not limited to, raising money for land acquisition.* |
| *Example: Non-Governmental Organization (NGO) Y* | *NGO Y will be the titleholder for the conserved property and will manage the property in perpetuity.* |

**PROJECT ABSTRACT SUMMARY:** *The Project Abstract Summary must provide a brief award description. The description must be in plain language that the public can understand without viewing the full application proposal. It should include a brief, simple description of the project purpose, activities to be performed, deliverables and expected outcomes, intended beneficiaries, and subrecipient activities, if known at the time of submission. Do not include personally identifiable, sensitive, or proprietary information in the award description as this is available to the public. Award descriptions are limited to 4,000 characters or less.*

*This is a summary of the application proposal – it should not contain any unique information. If the application is funded, your project abstract information (as submitted) will be made available to public websites and/or databases.*

**STATEMENT OF NEED:** This proposal requests $[insert federal grant request] in federal grant funds from the Fiscal Year (FY) 2024 Cooperative Endangered Species Conservation Fund (Section 6 of the Endangered Species Act) Nontraditional Habitat Conservation Plan Land Acquisition Grants Program. This funding will support the permanent protection of important habitats that complements, but does not replace, the Federal mitigation requirements of the [Insert Plan Name] in [southern/northern] California. The entities listed above commit to funding for, and implementation of, management of the habitat in perpetuity consistent with the conservation needs of the species.

**Need:** *Describe the need for the proposed project relative to the purposes of the HCP program. Identify the species to benefit from each proposed acquisition and provide evidence to demonstrate the need for the acquisition such as results from surveys, research, or other data. Identify the negative results of taking no action.*

**Federal and State Approved Plan:** *Include the following paragraph if the plan is also an NCCP:* The State of California is the only state to enact a law that closely complements the habitat conservation planning process of the Federal Endangered Species Act (ESA) of 1973, as amended. The NCCP Act encourages the development of multi-species, ecosystem-based plans that provide for the conservation and recovery of both listed and unlisted species within the plan area. The NCCP Act requires a plan to provide for the conservation of covered species and includes independent scientific input and significant public participation. When applied together, the ESA and NCCP Act bring their complementary strengths to conservation planning and provide greater conservation benefits than either act alone. Information on the NCCP program can be found at [https://www.wildlife.ca.gov/Conservation/Planning/NCCP.](https://www.wildlife.ca.gov/Conservation/Planning/NCCP)

**Previous Nontraditional Section 6 HCP Land Acquisition Awards:** *Briefly describe all previously awarded Nontraditional Section 6 HCP Land Acquisition grant funding. For each award include the Federal fiscal year, grant numbers (when known), project or property name from the grant (when applicable), acres, and outcome (including whether the grant is open or closed).*

*Example table:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Federal FY** | **Grant Numbers** | **[Project/Property] Name** | **Acres Acquired** | **Outcome** |
|  | *F#*  *G#* |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Purpose:** *The purpose describes the desired future state to address the need. For example, providing permanent habitat protection to promote listed species recovery while providing regulatory assurances to landowners.*

*Include the following paragraph, if applicable:* Through this collaborative and inclusive approach to conservation, these grants further the Biden-Harris administration’s America the Beautiful initiative to conserve, connect, and restore 30 percent of our lands and waters by 2030 for the sake of the Nation’s economy, health, and well-being.

**Objectives:** *The Service created Standard Objectives to standardize performance reporting and document national accomplishments that deliver results consistent with this program’s authorizing legislation, applicable regulations, and guidance. Your project narrative must only use the Standard Objectives listed in the* [*TRACS Performance Matrix*](https://wsfrtraining.fws.gov/mod/page/view.php?id=216&forceview=1)*. We encourage you to work with your USFWS Regional Office if you have questions about the use of TRACS Standard Objectives in your Project Narrative. Please refer to the Service’s Training Portal site for* [*example project statements*](https://wsfrtraining.fws.gov/mod/book/view.php?id=277&chapterid=104) *that utilize TRACS Standard Objectives.*

*Objectives reference specific outcomes to be accomplished during the project period pursuant to the stated need. For example, acquiring real property interest (fee title) in 200 acres of occupied habitat by December 20, 2024. Objectives should be specific, measurable, attainable within the period of performance (PoP), realistic, and time-bound.*

*TRACS Formatting:*

1. *Strategy/Standard Objective*
2. *Activity Tag 1*
3. *Unit of Measurement*
4. *Activity Tag 2 (When Required)*
5. *Additional Info in Project Statement (When Required)*
6. *Additional Info in Performance Report (When Required)*
7. *Strategy/Standard Objective*
8. *Activity Tag 1*
9. *Unit of Measurement*
10. *Activity Tag 2 (When Required)*
11. *Additional Info in Project Statement (When Required)*
12. *Additional Info in Performance Report (When Required*

*Please add additional objectives as necessary.*

**Methods/Approach:** *This section of the narrative should describe the specific conservation actions necessary to accomplish the project objective(s).*

*The specific parcel(s) of land proposed for acquisition with grant funds, or as non-Federal cost share, must be identified and sufficiently described to facilitate merit review based on the evaluation criteria, but can be grouped and described for evaluation purposes at the property or transaction level. If specific properties are not yet identified, applicants may identify an area of land comprised of similar habitat type(s) and supporting a similar suite of species in which an estimated number of acres will be acquired. Applicants must include information on what procedure will be used to ensure that high-quality habitat is targeted for acquisition should funds be awarded.*

*Include the following information, in bulleted format, for each property/area proposed for acquisition:*

* *Property (or area) name/identifier and APNS (if applicable)*
* *Acreage*
* *Type of ownership interest (e.g., fee-simple, easement, combination)*
* *Entity to hold title*
* *Entity to manage, if different*
* *Intended use of property (clearly address recreation)*
* *Occupancy status/ amount of restoration required to benefit covered species*

**Anticipated Outcomes/ Expected Benefits:** *This section should describe how the proposed acquisition will benefit species conservation. Describe the acquisition’s potential contribution to recovering listed species, precluding the need to list candidate species, or reducing threats to at-risk species. Applicants may also provide information on how the proposed acquisition will further Regional and/or National priorities outlined in Section E2 of the NOFO:*

* *National priority: Proposed acquisition directly supports the Administration’s priorities of improving climate change adaptation and increasing resilience.*
* *Regional priority: Proposed acquisition will provide significant benefit to rare or threatened habitat types, biodiverse habitats, or species facing pronounced threats to their existence.*

**TIMETABLE:** *The project timetable describes significant milestones in successfully completing the project. Timetables will be used to assess project readiness and should clearly demonstrate how the project is likely to be accomplished within the period of performance. Include a description of any due diligence completed to date. This section of the project narrative must describe current negotiations regarding the potential sale of the property to assess the likelihood of project success.*

*Appraisals are not required to be submitted as part of the application. Appraisals to Federal standards are required prior to expenditure of funds if the project is selected for funding. Please be aware that if an appraisal to Federal standards is not provided as part of the application, the amount specified in the pre-award notification will be based on the estimate of the land value as provided in the grant proposal. However, the actual purchase price cannot be greater than the current market value as determined by an appraisal and appraisal review completed to Federal standards. States or other non-Federal partners will be responsible for ensuring that appraisal and title work are completed. The cost of conducting an appraisal(s) and completing title work, in accordance with Federal requirements, must either be assumed by the State or subgrantee (as cost share), or included as part of the Federal request in the project proposal.*

**PROJECT LOCATION/MAPS:** *This section of the narrative should provide a brief description of where the acquisition will occur in relation to existing conservation areas. Include as attachments maps of the properties/area proposed for acquisition to assist reviewers in evaluating habitat connectivity. Photographs that characterize the existing state of the project area are highly recommended although not required.*

**Information to support environmental compliance review requirements:** *The Service has the responsibility for making the final determination regarding compliance with Federal laws.*

* **National Environmental Policy Act (NEPA)** – *provide any information that may be relevant to compliance with NEPA.*
* **Endangered Species Act (ESA)** – *provide any information that may be relevant to compliance with the ESA.*
* **National Historic Preservation Act (NHPA)** – *provide any information that may be relevant to compliance with NHPA, such as locations of historic or cultural properties.*
* **Other *Permits*** *– list and provide the current status of any other required Federal permits.*

**Number of FEDERALLY LISTED & CANDIDATE SPECIES BENEFITED:** *Reviewers will evaluate the number of federally listed and candidate species included on the section (10)(a)(1)(B) permit to benefit from the proposed acquisition.*

*Example Response Table:*

|  |  |
| --- | --- |
| **Property** | **Covered Species Benefitted: Listed and Candidate Species** |
| *Property A: Proposed for acquisition with grant funds* | * *Vernal pool fairy shrimp (T)* |
| *Property B: Proposed for acquisition as cost share* | * *Vernal pool fairy shrimp (T)* |

**NUMBER OF AT-RISK SPECIES BENEFITED:** *Reviewers will consider the number of at-risk species included on the section (10)(a)(1)(B) permit to benefit from the proposed acquisition.*

*Example Response Table:*

|  |  |
| --- | --- |
| **Property** | **Covered Species Benefitted: At-risk Species** |
| *Property A: Proposed for acquisition with grant funds* | * *None.* |
| *Property B: Proposed for acquisition as cost share* | * *Western pond turtle* |

**MAGNITUDE OF BENEFIT - CONTRIBUTION TO CONSERVATION:** *Reviewers will consider the proposed acquisition’s potential benefit to species conservation, including the acquisition’s contribution to recovering listed species, precluding the need to list candidate species, or reducing threats to at-risk species.*

*Include if the targeted acquisitions will implement a priority recovery action (as identified in a Service recovery planning document), implement a conservation measure or action identified in a candidate species assessment, or implement an action that ameliorates or reduces an identified threat for an at-risk species identified in a State Wildlife Action Plan, State recovery plan, or similar conservation document.*

*Example Response Table:*

|  |  |
| --- | --- |
| **Covered Species** | **Applicable Priority Recovery Action/ Conservation Measure/ Other Action** |
| *Vernal pool ecosystem species* | *1.4.1.1 Protect species occurrences and suitable vernal pool habitat in Zone 1 core areas. (Priority 1) (Recovery Plan for Vernal Pool Ecosystems of California and Southern Oregon. USFWS. 2005)* |
| *Western Pond Turtle* | *3.2.3. Evaluate and, if possible, obtain easements or title to lands through purchase, land exchange, or charitable donation. (Washington State Recovery Plan for the Western Pond Turtle. Washington Department of Fish and Wildlife. 1999)* |

**ECOSYSTEM FUNCTIONALITY:** *Reviewers will consider each species’ occupancy status on the lands proposed for acquisition. Greater consideration will be given to lands with fully functioning ecosystems requiring little or no restoration to benefit species.*

*Occupancy status and restoration requirements of lands proposed for acquisition:*

* *Occupied habitat: no restoration required, currently supports viable population.*
* *Occupied habitat: some restoration required to contribute to the viability of an existing population.*
* *Suitable unoccupied habitat: active reintroduction plan in place.*
* *Suitable unoccupied habitat: no restoration required.*
* *Suitable unoccupied habitat: restoration required.*
* *Land proposed for acquisition contains no suitable habitat.*

*Example Response Table:*

|  |  |  |
| --- | --- | --- |
| **Species** | **Occupancy/Restoration Requirements Property A** | **Occupancy/Restoration Requirements Property B** |
| *Vernal pool fairy shrimp* | *Occupied habitat w/ no restoration required.* | *Occupied habitat w/ no restoration required.* |
| *Western pond turtle* | *N/A* | *Occupied habitat: some restoration required to contribute to the viability of an existing population* |

**HABITAT CONNECTIVITY:** *Reviewers will reference project location information included in the project narrative and attached maps to assess how the proposed acquisition improves connectivity among existing conservation lands. Land that links two existing conservation areas together or is adjacent to an existing conservation area to reduce habitat fragmentation is preferred over isolated acquisitions.*

* *Proposed acquisition directly expands, connects, enhances, or consolidates the conservation lands specifically protected through the HCP to improve the management of covered species.*
* *Proposed acquisition links existing conservation areas together.*
* *Proposed acquisition lies adjacent to existing conservation areas to reduce habitat fragmentation.*
* *Proposed acquisition is isolated from existing conservation lands, but is necessary for species conservation.*

**TIMELINESS - THREAT OF CONVERSION:** *For each property proposed for acquisition, reviewers will consider the nature, extent, and level of severity of the threat of conversion to uses inconsistent with species conservation. Project narratives should include sufficient information to allow reviewers to assess the consequences of not acquiring the property for conservation.*

*Greater consideration will be given to the acquisition of lands under imminent threat of conversion to uses inconsistent with species recovery.*

* *Demonstrated threat of conversion is imminent.*
* *Demonstrated threat is probable.*
* *Demonstrated threat is possible within foreseeable future.*
* *No demonstrated threat of conversion.*

*Example Response Table:*

|  |  |  |
| --- | --- | --- |
| **Property** | **Threat Designation** | **Justification** |
| *Property A* | *Imminent* | *Competing buyer, development plan in place* |
| *Property B* | *Probable* | *Property zoned for development.* |

**TIMELINESS - READINESS OF STATE TO PROCEED:** *Reviewers will evaluate the project timetable and supporting documentation submitted at time of application to assess project readiness. Timetables should clearly demonstrate how the scope of work is highly likely to be accomplished within the requested period of performance as well as any due diligence completed to date. Reviewers will also consider the past performance of applicants and subrecipients, if applicable. Projects ready for implementation will be prioritized.*

*The Service will also consider a one-time parcel amendment for projects that did not receive additional consideration under the project readiness evaluation criterion during merit review if the alternative property proposed for acquisition has comparable species benefits and would have been selected for award when measured against the merit review criteria. Requests to amend such awards that will impact project scope or scoring will only be considered with USFWS Regional approval and will require elevated review and approval through Ecological Services’ Headquarters Office.*

☐ Applicant commits to completing work within the requested PoP (three-year max) with the understanding that no extensions will be considered.

☐ Acquisition is ready for implementation. *More points if the applicant can demonstrate due diligence work has begun or all parties have committed to begin work, less points if applicant cannot demonstrate that the project is poised for successful implementation.*

*If the applicant does not choose to make a PoP commitment, please include this statement:* Applicant intends to accomplish proposed activities within the three-year period of performance but reserves the option to seek an extension of up to 12 months.

**ESTIMATED COST:** *Include a map of the prioritized parcels and a list of APNS\* in a table format as follows:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **APN** |  | **Acres** | **Estimated Cost** | **Non-Federal Share of Cost** | **Federal Share of Cost** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |

*\*If a parcel is included in this grant proposal, it may not be included in a recovery land acquisition proposal for the same fiscal year.* *Complete and attach the* [*2024 – 2027 Multi-Year Budget*](https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=76032) *provided by the Federal Assistance Section.*

**Voluntary non-federal cost share commitment:** [include as a percentage to two decimal places]. *Applications that include greater than minimum non-Federal cost share will be prioritized. The non-Federal cost share must be at least one percent higher than the minimum required cost share, so a minimum of 26.00 percent, to receive additional consideration under this criterion.*

**BUDGET NARRATIVE**: *Applicants must include a budget narrative that describes and justifies requested budget items and costs. Budget narratives must be sufficiently detailed to show that the project is cost effective and that costs are both necessary and reasonable for accomplishing the purposes of the proposed project. The budget narrative should provide sufficient detail for reviewers to understand how costs were estimated. Reviewers must be able to clearly see that costs are realistic and are commensurate with the project needs and timeframe. Applications will be disqualified if reviewers cannot determine that applications meet this threshold.*

***If this grant is a pass-through, the budget details must be stated in the “external contracts” section. Other sections, not including “match description”, are for CDFW expenses only.***

*In your budget narrative, describe how the SF-424 Budget Information, “Object Class Category” totals were determined.*

*For personnel salary costs, generally describe how estimates were determined by identifying what type of staff will support the project and how much time they will contribute to the project (in hours or workdays).*

*Describe any proposed items of cost that require prior approval under the Federal award cost principles, including any anticipated subawarding, transferring, or contracting out of any work under the award. Provide a separate description and total estimated costs for both contractual and subaward costs in the external contracts bullet, below.*

*If equipment previously purchased with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source.*

*Please note the prohibitions on certain telecommunications and video surveillance services or equipment in 2 CFR 200.216. The Department of the Interior’s Unmanned Aircraft web page provides a list of approved unmanned aircraft and related equipment and software.*

*Indicate whether partial funding of the project is practicable and, if so, what specific portion(s) of the project could be implemented with what level of funding.*

*Include the following items in the narrative:*

* **Useful life:** *If Applicable-Propose a useful life for each capital improvement with a value greater than $100,000, and reference the method used to determine it.*
* **Program Income:** *If any*
* **General Expenses ($):** *Items that are necessary and reasonable for the associated personnel services and project activities, which may include miscellaneous office costs and supplies, freight and drayage, advertisement, facility costs for maintenance and repairs of buildings and facilities, office and shop equipment (with a value less than $500), implements/supplies, seed, sensitive non-IT goods, and other minor expenses as incurred.*
* **Minor Equipment ($):**
* **Major Equipment ($):**
* **Travel/Training ($):**
* **External Contracts ($):**
* **Match Description ($):** *Identify any cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. See 2 CFR §200.306 "Cost sharing or matching" for more information.*
  + *For in-kind contributions, identify the source, the amount, and the valuation methodology used to determine the total value.*
  + *If you propose to use the value of real property as all or a portion of the non‐Federal cost share, you must include information on both (a) parcels proposed for acquisition with Cooperative Endangered Species Fund (CESCF) grant funds, and (b) parcels proposed for acquisition to serve as non-Federal cost share.*
  + *Provide letter(s) of commitment. Match sources and attributed values from partnering entities must be documented in a letter of commitment that is signed by an individual with the authority to commit funds on behalf of the entity. Letters must detail the amount of matching funds or value of land and/or services to be contributed to the project within the period of performance.*
  + *If multiple entities will be contributing, include the information in a table format as follows:*

|  |  |
| --- | --- |
| **Entity:** | **Contribution (cash or in-kind) to Plan Implementation** |
| *Example: County X* | *County X will contribute X hours of Staff time ($X) to implement this project. County X will participate in land acquisition due diligence and negotiations, land acquisition funding, and management.* |
| *Example: NGO Y* | *NGO Y will contribute donated land or cash as match for the acquisition parcel(s).* |

**Conflict of Interest Disclosure:** ***Applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.*** *Conflicts of interest include any relationship or matter that might place the recipient, including their employees and subrecipients, in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interests. Conflicts of interest include direct or indirect financial interests; close personal relationships; positions of trust in outside organizations; consideration of future employment arrangements with a different organization; and decision-making authority related to the proposed project. Conflicts of interest are those circumstances real or perceived that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the applicant, or the applicant’s employees or subrecipients, in matters pertaining to the proposed project. Applicants must notify the service in writing in their application if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any federal employee in the federal program receiving this application or who otherwise may be involved in the review and selection of their proposal. The term employee means any individual to be engaged in the performance of work pursuant to the federal award application. Failure to disclose and resolve conflicts of interest in a manner that satisfies the service may result in the rejection or disqualification of the application.*

**Uniform Audit Reporting Statement:** *Include the following paragraph:* CDFW submitted a Single Audit Report to the California Department of Finance (DOF) for the most recently closed Fiscal Year. DOF compiles and submits a single Audit Report on behalf of the State of California. The report is available on the DOF website, located here: [https://dof.ca.gov/programs/osae/california-single-audit-and-state-leadership-accountability-reports/](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdof.ca.gov%2Fprograms%2Fosae%2Fcalifornia-single-audit-and-state-leadership-accountability-reports%2F&data=05%7C01%7CLeslie.Messchaert%40Wildlife.ca.gov%7Cb66d660d0d7547abcf0308da287294fa%7C4b633c25efbf40069f1507442ba7aa0b%7C0%7C0%7C637866769828550670%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=tO%2F4oh34PKl88%2BlbE9IdY0d4uOHvn8ZKVw0Jrxj3doU%3D&reserved=0)

**DISCLOSURE OF LOBBYING ACTIVITIES:** *Applicants must certify to the statements in* [*https://www.ecfr.gov/current/title-43/subtitle-a/part-18*](https://www.ecfr.gov/current/title-43/subtitle-A/part-18)

**Overlap or Duplication of Effort Statement:** *Applicants must provide a statement indicating if there is any overlap between this federal application and any other federal application, or funded project, in regard to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state,* ***“There are no overlaps or duplication between this application and any of our other federal applications or funded projects, including in regard to activities, costs, or time commitment of key personnel”****. If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regard to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision.* ***When overlap exists, your statement must end with, “We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this funding opportunity in writing.”***

**INDIRECT COST STATEMENT:** CDFW is a U.S. State government entity receiving more than $35 million in direct Federal funding each year. The indirect cost rate proposals are submitted to the U.S. Department of the Interior. Currently, the approved FY22/23 rate is 12.96%. The future FY rate will be submitted for approval and is subject to change.

**LITERATURE CITED (IF ANY):**

**PREPARED BY:**

**DATE:**