



State of California
Department of Fish and Wildlife

Memorandum

Date: January 10, 2014

To: Regional Managers and Branch Chiefs

From: Eric Loft, Chief
Wildlife Branch 

Subject: **Request for project proposals - State Wildlife Grant (SWG) and Traditional Section 6 Conservation Grant funding opportunities**

This is the Department's annual request for proposed projects for State Wildlife Grant (SWG) and Traditional Section 6 Endangered Species Conservation Grant (Section 6) funding. We anticipate allocating approximately \$2.4 million in SWG funding (for our 2014-2015 fiscal year) to projects throughout the state for work on fish and wildlife species considered to be "Species of Greatest Conservation Need" as supported by our *California Wildlife Action Plan* (<http://www.dfg.ca.gov/SWAP/2005/index.html>). Additionally, the U.S. Fish and Wildlife Service (USFWS) recently announced funding availability (typically about \$2 million/year) for the Traditional Section 6 Grant Program.

Also, beginning with this cycle, we will be initiating a **Traditional Section 6 Species Recovery Grant Solicitation Procedure** for a portion of the Section 6 Grant funding. This internal CDFW grant process is specifically for potential projects that are appropriate for funding as grant opportunities. It does not apply to projects where a contract would be developed, or where the Department would internally conduct the work. A public solicitation will be posted on our website within the next couple of days.

Key themes that have been identified in the past for both SWG and Section 6 projects remain essentially the same, and include:

- California Department of Fish and Wildlife (Department) lands resource assessment (SWG or Section 6)
- Applied science to aid current management decisions (SWG or Section 6)
- Possible renewal of SWG projects of priority (SWG)
- Recovery actions for listed species (Section 6)

- Support for CESA listing petitions where there is a nexus with ESA species (Section 6).

As in the past, Regions and programs should collaborate to identify and develop high priority projects that best meet resource needs and Department objectives.

Guidance for developing and submitting proposals is in Attachment 1. High priority actions identified in the Wildlife Action Plan (for SWG), conservation strategies, recovery plans, or Species of Special Concern documents that directly benefit one or more species typically rank high in this process.

Please remember that the non-federal match requirement for the Section 6 funds is 75% federal/25% non-federal, and that for SWG it is 65% federal/35% non-federal.

Based on discussions regarding the last couple of proposal rounds, and in order to facilitate the final project approval process, we are requesting that complete proposals (rather than concepts) be submitted. A template to be used for each type of proposal is attached. **Please limit your proposal to a maximum of five pages.**

To facilitate the review process and adhere to USFWS deadlines, there will be different due dates for SWG and Section 6 proposals. **Section 6 proposals, including those received via the new Grant Solicitation Procedure, are due to the Wildlife Branch by February 14, 2014. SWG proposals are due to the Wildlife Branch by 5:00 p.m. March 28, 2014. Please email all proposals (Section 6 and SWG) to wildlifemgt@wildlife.ca.gov.** Proposals will be reviewed by the Department's Technical/Management Advisory Teams (TAC/MAC) and advanced to the Executive Team for approval and submission to the USFWS. Section 6 proposals/narratives will be submitted to the USFWS by April 11, 2014 and SWG proposals will be submitted by June 6, 2014.

To help avoid potential confusion, we want to make you aware that Habitat Conservation Planning Branch is requesting proposals for **Non-Traditional Section 6 Habitat Conservation Planning Assistance Grants** essentially simultaneously with this request. Also, please be aware that we (Wildlife Branch) will by separate memo, be requesting proposals for Non-Traditional Section 6 Recovery Land Acquisition (RLA) Grants. The RLA proposals have the same deadline as the Traditional Section 6 proposals. See Attachment 1 for more information about these funding sources.

Finally, additional information on our Section 6 and SWG grant guidance as well as information on our TAC/MAC effort is at <http://www.dfg.ca.gov/wildlife/nongame/>

Additional Department process details are at <http://dfgintranet/portal/ExploreDFG/Divisions/WFD/WildlifeBranch/NongameWildlifeProgram/tabid/1122/Default.aspx>

If you have any questions about this process, please contact me or Betsy Bolster.

ATTACHMENT 1 – ADDITIONAL INFORMATION AND PROPOSAL TEMPLATES

Submitting Proposals for State Wildlife Grant and Section 6 funding

Use the proposal formats provided with this memo. Only submit proposals that address the highest research, monitoring and conservation priorities of the Department. Proposals should be submitted through the appropriate regional manager or branch chief. If multiple proposals are submitted, include information on intended funding source. **Do not submit a proposal unless it is for a high-priority need as agreed to by your management, necessary match requirements have been identified and confirmed, and a qualified staff person is identified and available to carry out the work as the project manager.** This work includes coordinating with headquarters staff, administering contracts, preparing annual and final project performance reports, providing or identifying the required 35% SWG and 25% Section 6 non-federal match requirement and tracking it. It will be the project manager's responsibility to keep all project documentation up to date.

Non-federal Matching Funds

Providing adequate non-federal match documentation including the source, type, and value is a requirement for all proposals. Match requirements differ depending on the fund source requested. In order to be accepted for Department evaluation, a proposal must include adequate discussion of match options including any possible issues that would need to be resolved. In all cases, match documentation requirements must be handled consistently. A Certification of Nonfederal Contributions form available on the intranet (see above address) must be completed prior to the final submission of proposals for funding.

How full proposals will be evaluated

Proposals will be evaluated and ranked by the Nongame Fund Process TAC using agreed to scoring criteria and guidance developed for this purpose. Identification of appropriate funding source will also be part of this process. The TAC will rank scored projects and present the results to the MAC. The MAC will make final determination as to which proposals are recommended to the Directorate for submission to FWS for funding.

For more information on the State Wildlife Grant Program and the Section 6 program, the Fish and Wildlife Service has provided this summary:

About the State Wildlife Grant

The State Wildlife Grants Program provides federal grant funds for developing and implementing programs that benefit wildlife and their habitats, including species not

hunted or fished. Priority is placed on projects that benefit species of greatest conservation concern.

Grant funds must be used to address conservation needs, such as research, surveys, species and habitat management, and monitoring, identified within a State's Comprehensive Wildlife Conservation Plan/Strategy. These funds may also be used to update, revise, or modify a State's Strategy. [More info...](#)

Source of Funds

Revenues collected from Outer Continental Shelf Oil & Gas royalties are deposited into the Land and Water Conservation Fund and apportioned annually based on a [formula](#).

About Traditional Section 6 Conservation Grants

The Conservation Grants program provides financial assistance to States projects that conserve listed species and species at-risk. Funded activities include habitat restoration, species status surveys, public education, and outreach, captive propagation and reintroduction, nesting surveys, genetic studies, and development of management plans. Project selection is generally conducted by Service Endangered Species staff in conjunction with the States. Funding is allocated by formula to the Service Regions based on the number of species covered in the cooperative agreements with the States within that Region. Regional offices then further allocate the funding to the States within that Region by formula or through a competitive process.

<http://www.fws.gov/endangered/grants/grant-programs.html>

**2014 SECTION 6
PROJECT STATEMENT (PROPOSAL)**

**Federal Endangered Species Act
Traditional Section 6 Grant
California Department of Fish and Game**

PROJECT NAME: Include the common name of the species (when possible) that would benefit from completion of this project.

FEDERAL FUNDS REQUESTED: \$

NEED: Why is the project being undertaken? How would this project fit in with other work that the Department and others have done or are doing for the species?

PROJECT HISTORY: Indicate whether project is new or continuing. If continuing, provide project funding history and accomplishments and explain why further funding is needed.

RECOVERY PLAN TASK/PRIORITY: Is there a recovery plan or equivalent document (including draft recovery plan) for the species? Provide a complete citation of the document in the "LITERATURE CITED" below. Is this project a task included in a recovery plan? If so, provide the priority number and name of the task from the plan. If not, make a judgment about the priority and describe the reasoning or cite other documents as supporting rationale.

EXPECTED RESULTS OR BENEFITS: How will the project impact fish and wildlife resources or benefit the public? Try to provide quantifiable or verifiable resource benefits.

MULTI-SPECIES BENEFIT: Does the project include ancillary benefits to other sensitive species? Does it contribute to the development or refinement of a larger series of projects or conservation planning effort (e.g., NCCP, HCP)?

OBJECTIVE: What is to be accomplished during the period of the project pursuant to the statements under "NEED" above? Specify fully what is to be accomplished within the time period of this project and with the available funding (federal and non-federal) and staffing. This section should be brief and succinct with details provided in the "APPROACH" below.

MAJOR TASKS: List specific major tasks to meet the objectives.

APPROACH: How will the objective(s) and tasks be met? Describe specific procedures, methods, and protocols to be used; adherence to scientific standards as determined by published literature should be referenced. Provide pertinent schedules, estimated timetables and identify key cooperators and their respective roles. List types of equipment that will be used (include information on heavy equipment i.e. tractors, etc.). Details can be provided here, or by attaching copies of any written protocols, project plans, management plans, stocking schedules/plans, or other project documents.

If surveys are involved, include information on the survey protocols. If any on-the-ground work is involved, provide an estimate of timing and duration to the extent this is known (e.g., One 2-hour survey 4 times a month for 2 months in the spring).

If known, state who will conduct the work. If not known, indicate how principal investigator will be selected. Provide general timeline and project deliverables expected.

LOCATION: Where in the state, county, or region (e.g. Central Valley or coastal southern California) will

the work be done?

If applicable, describe habitat type(s) in which the project will be done and characterize relevant ecosystems or watersheds. Please include at least one map or aerial image of the project location.

If in the project area, please include information regarding National Historic Preservation Act or cultural resources, (e.g., buildings over 50 years old) or address whether ground-disturbing activities could occur in areas having historic or cultural significance.

PROJECT START DATE:

PROJECT END DATE:

ESTIMATED COST: Provide, on the Budget Worksheet, a detailed breakdown of how the federal funds will be allocated to attain the project objectives. Document how State/private match requirements will be met.

Federal Share: \$

***Nonfederal share:** \$

Total Project: \$

*Nonfederal share must be at least 25% of the total project cost unless project is a multi-state effort in which case match is 10% of the total project cost.

MATCH DESCRIPTION: Provide a one paragraph narrative regarding how you intend to meet the match requirement.

TAKING: State whether conducting this project is anticipated to result in 'take' (including live capture or use of recorded vocalizations), either purposeful or inadvertent, of individuals of the species named in the proposal or of any other federally-listed or federal candidate species. Give an estimate of the level of take, if any (e.g., harm, harass, etc.).

List any other (non-target) federally-listed species that may be affected by the proposed project. Include conservation measures that will be implemented to avoid or minimize impacts to these species. Specifically state whether or not the project will have "no effect" on non-target federally-listed species and why.

List any relevant federal Endangered Species Act section 10(a)1(A) permits or existing section 7 consultations under which take of federally-listed species by activities related to the proposed project would be covered.

LITERATURE CITED (if any):

CONTACT INFORMATION:

CDFW Project Manager

Telephone:

FAX:

Email:

USFWS Field Office Contact

Field Office:

Project Coordinator:

Telephone:

FAX:

Email:

Prepared by:

Date:

2014 STATE WILDLIFE GRANT (SWG) PROJECT PROPOSAL

PROJECT NAME: Include the common name and scientific name of the species that would benefit from completion of this project.

FEDERAL FUNDS REQUESTED: \$

NEED: Why is the project being undertaken? How would this project fit in with other work that the Department and others have done or are doing for the species?

PROJECT HISTORY: Indicate whether project is new or continuing. If continuing, provide project funding history and accomplishments and explain why further funding is needed.

LINKAGE TO CALIFORNIA WILDLIFE ACTION PLAN: Clearly indicate how the project objectives addresses one or more of the conservation needs identified within the California Wildlife Action Plan (WAP). Note: clear references to specific sections/pages of the WAP are required by FWS.

EXPECTED RESULTS OR BENEFITS: How will the project impact fish and wildlife resources or benefit the public? Provide quantifiable or verifiable resource benefits.

MULTI-SPECIES BENEFIT: Does the project include ancillary benefits to other sensitive species? Does it contribute to the development or refinement of a larger series of projects or conservation planning effort (e.g., NCCP, HCP)?

OBJECTIVE(S): What is to be accomplished during the period of the project pursuant to the statements under "NEED" above? Specify fully what is to be accomplished within the time period of this project and with the available funding (federal and non-federal) and staffing. This section should be brief and succinct with details provided in the "APPROACH" below.

MAJOR TASKS: List specific major tasks to meet the objective(s).

APPROACH: How will the objective(s) and tasks be met? Describe specific procedures, methods, and protocols to be used; adherence to scientific standards as determined by published literature should be referenced. Provide pertinent schedules, estimated timetables and identify key cooperators and their respective roles. List types of equipment that will be used (include information on heavy equipment i.e. tractors, etc.). Details can be provided here, or by attaching copies of any written protocols, project plans, management plans, stocking schedules/plans, or other project documents.

If surveys are involved, include information on the survey protocols. If any on-the-ground work is involved, provide an estimate of timing and duration to the extent this is known (e.g., One 2-hour survey 4 times a month for 2 months in the spring).

If known, state who will conduct the work and what are their qualifications. If not known, indicate how principal investigator will be selected and what are the minimum qualifications needed. Provide general timeline for project.

DELIVERABLES: Describe the deliverables (e.g., datasets, reports, publications, etc) that will be generated from this project.

LOCATION: Where in the state, county, or region (e.g. Central Valley, Yolo County or coastal southern California, Los Angeles County) will the work be done? Include an area map.

If applicable, describe habitat type(s) in which the project will be done and characterize relevant

ecosystems or watersheds. Please include at least one site specific map or aerial image of the project location(s).

If in the project area, please include information regarding National Historic Preservation Act or cultural resources, (e.g., buildings over 50 years old) or address whether ground-disturbing activities could occur in areas having historic or cultural significance.

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List any other (non-target) federally-listed species that may be affected by the proposed project. Include conservation measures that will be implemented to avoid or minimize impacts to these species. Specifically state whether or not the project will have "no effect" on non-target federally-listed species and why.

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Prepared by:

Date: