California Forests and Watersheds Infrastructure Resilience 2020 Request for Proposals
Webinar – Wednesday, March 25, 2020

Agenda

1. Introduction to the National Fish and Wildlife Foundation
2. Overview of the California Forests and Watersheds Infrastructure Resilience Request for Proposals
3. How to Submit a Proposal

WHO WE ARE

➤ Chartered by Congress in 1984

➤ Non-advocacy, non-litigious

➤ 30 member Board appointed by Secretary of the Interior

  ▪ Includes USFWS Director & NOAA Administrator

WHAT WE DO

➤ Sustain, restore, enhance the nation's natural heritage

➤ Bring collaboration among federal agencies & private sector
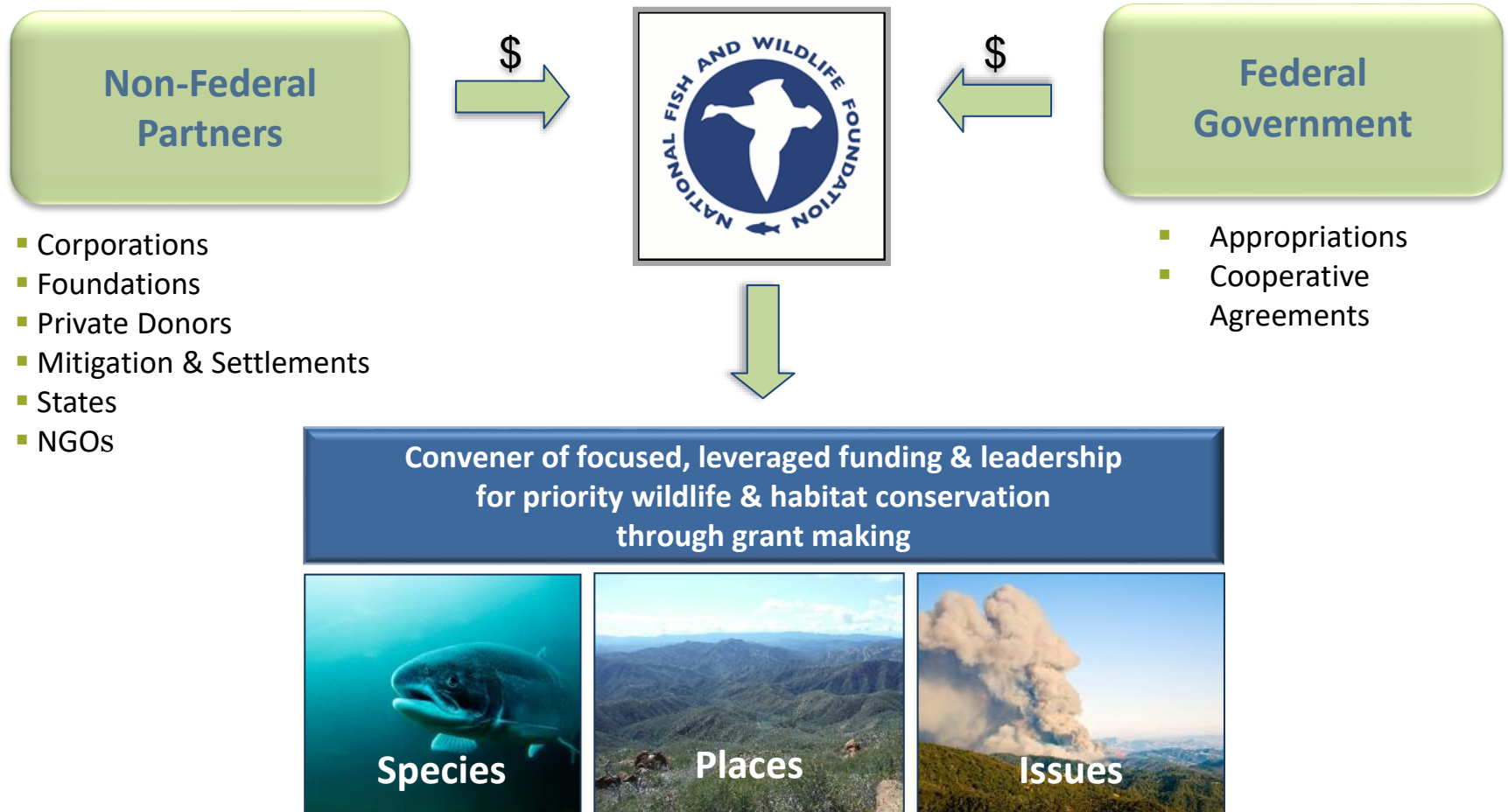
HOW WE DO IT

➤ Leverage public funding with private money

➤ Grantmaking for on-the-ground conservation projects

➤ Transparent process that involves multiple stakeholders

HOW WE DO IT

Non-Federal Partners   → $ →   ← $ ←   **Federal Government**

- Corporations
- Foundations
- Private Donors
- Mitigation & Settlements
- States
- NGOs

- Appropriations
- Cooperative Agreements

↓

Convener of focused, leveraged funding & leadership for priority wildlife & habitat conservation through grant making

Species   **Places**   **Issues**
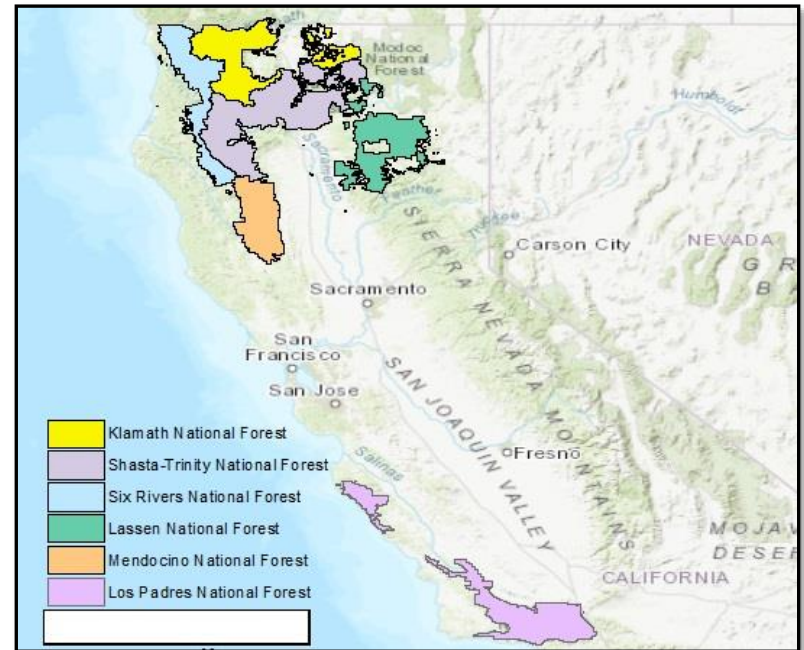
PROGRAM PARTNERS

PROGRAM PRIORITIES

Watershed Infrastructure Restoration and Improvements

• Restoration projects that will improve aquatic organism passage and associated transportation infrastructure improvements benefitting anadromous and native fish.

• Transportation infrastructure projects must show a benefit to watershed restoration and recovery or ecosystem improvement.

• Project goals, objectives, and activities must provide a direct and practical contribution toward restoration priorities as mentioned in Chapter 2 of the Restoration Strategy.

FOCAL GEOGRAPHY

• Klamath, Shasta-Trinity, Six Rivers, Lassen, Mendocino, and Los Padres National Forests.

Legend:
- Klamath National Forest
- Shasta-Trinity National Forest
- Six Rivers National Forest
- Lassen National Forest
- Mendocino National Forest
- Los Padres National Forest

ELIGIBLE PROJECTS

Watershed Restoration and Management

- Projects may include:

  - Improving hydrologic connectivity and aquatic organism passage

  - Removing invasive species threatening aquatic habitat and/or listed species

  - Restoring and/or enhancing instream flow

  - Creating, maintaining, and/or improving existing watershed, meadows, fens, riparian corridors, and instream habitats.

Watershed in need of improvement. Credit USFS

ELIGIBLE PROJECTS

Watershed Infrastructure Improvements and Management

- Projects must be able to illustrate a benefit to watershed restoration and recovery or ecosystem improvement.

- Projects may include:

  - Maintenance, replacement, and/or improvement to roads, bridges, culverts, and drainage features

  - Installation of drainage features such as culverts and drainage dips

  - Decommissioning transportation infrastructure that has a harmful impact on watershed health and/or human health and safety

  - Implementing strategic restoration projects in response to and in anticipation of, extreme weather and storm events.

  - Maintenance and improvements of existing transportation infrastructure to increase accessibility to fuels reduction and native vegetation projects.

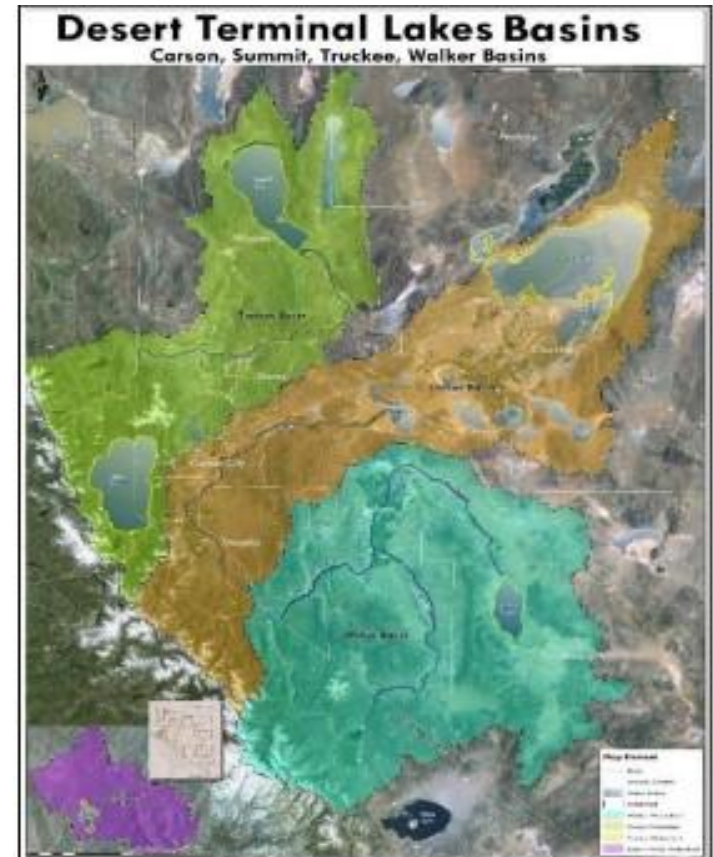Impacted road with sediment/erosion issues. Credit USFS

Culvert after replacement. Credit California Fish Passage Forum

PROGRAM PRIORITIES

Meadows Restoration

- Projects that will advance meadow restoration or resilience within the California Sierra Nevada meadows range that drain into the Desert Terminal Lakes basins.

- Restore and protect mountain meadow ecosystems that serve as key habitat for fish and wildlife and provide hydrological benefits for people

FOCAL GEOGRAPHY

Desert Terminal Lakes Basins
Carson, Summit, Truckee, Walker Basins

ELIGIBLE PROJECTS

Meadow Restoration

- Preference will be given to projects advancing recovery of focal species

  - California spotted owl, willow flycatcher, Yosemite toad, and native trout

- Projects may include:

  - Improving meadows for National Forest fire scars

  - Implementing meadow restoration and monitoring to quantify hydrological benefits through streamflow changes and groundwater storage

  - Implementing meadow restoration and monitoring/surveys to quantify species benefits

Meadow. Credit USFS

FUNDING AVAILABILITY

$1,783,000 available for projects

- $783,000 available for **watershed infrastructure restoration and improvement** projects
- $1,000,000 available for **meadows restoration** projects

Projects can range from $25,000 to $400,000.

Grants greater than $400,000 can be considered on a case by case basis.

APPLICATION PROCESS AND TIMELINE*

Full Proposal

Six page detailed description of project, including itemized budget, task descriptions, qualifications, and other supporting documents

Culvert to be replaced. Credit California Fish Passage Forum

✓Full Proposal Due Date   Wednesday, April 22, 2020 by 8:59 PM PST
✓Review Period   April – June 2020
✓Awards Announced   July 2020

*Dates subject to change

ELIGIBILITY

Eligible applicants

- ✓ non-profit 501(c)(3) organizations
- ✓ local and municipal governments
- ✓ resource conservation districts
- ✓ state and federal agencies
- ✓ Indian tribes
- ✓ educational institutions
- ✓ mutual water companies
- ✓ irrigation districts

Ineligible applicants

- U.S. Federal government agencies
- businesses
- unincorporated individuals
- international organizations

NFWF

INELIGIBLE USES OF GRANT FUNDS

NFWF funds and matching contributions may not be used to support political advocacy, fundraising, lobbying, litigation, terrorist activities or Foreign Corrupt Practices Act violations.

NFWF funds may not be used to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation and settlement agreements. However, grant funds may be used to support projects that enhance or improve upon existing baseline compliance efforts.

ENVIRONMENTAL COMPLIANCE REQUIREMENTS

Successful applicants WILL BE REQUIRED to cooperate with NFWF and the U.S. Forest Service to ensure NEPA, ESA, NHPA and other planning requirements are conducted.

Regulatory permitting and compliance measures should be included in the proposal budget and timeline.

MATCH REQUIREMENT

- Watershed restoration and management, infrastructure improvements and management, and meadows restoration projects are expected to **meet or exceed a 1:1 non-federal match ratio** to be competitive. The **strongest projects will meet or exceed a 1:1 match ratio**. Projects not meeting the match expectations will be considered on a limited case-by-case basis.

- Watershed infrastructure design and permitting projects are expected to provide **at least 50% non-federal match**.

- Matching funds do not need to be fully secured prior to submitting a grant proposal, but should have a demonstrable likelihood of being secured during the project period.

- Eligible match can include **non-federal** cash or in-kind contributions, such as:
  - staff and volunteer time
  - donated materials and services
  - cash
  - other tangible contributions to the project objectives/outcomes

EVALUATION

Proposals will be evaluated by a Review Committee made up of representatives from the USFS, USFWS, NFWF, and other experts as needed.

Grant applications are evaluated according to:

• How well they address the priorities and goals of the program

• How well they address the specific project needs described in the RFP

• Adequacy and clarity of application information

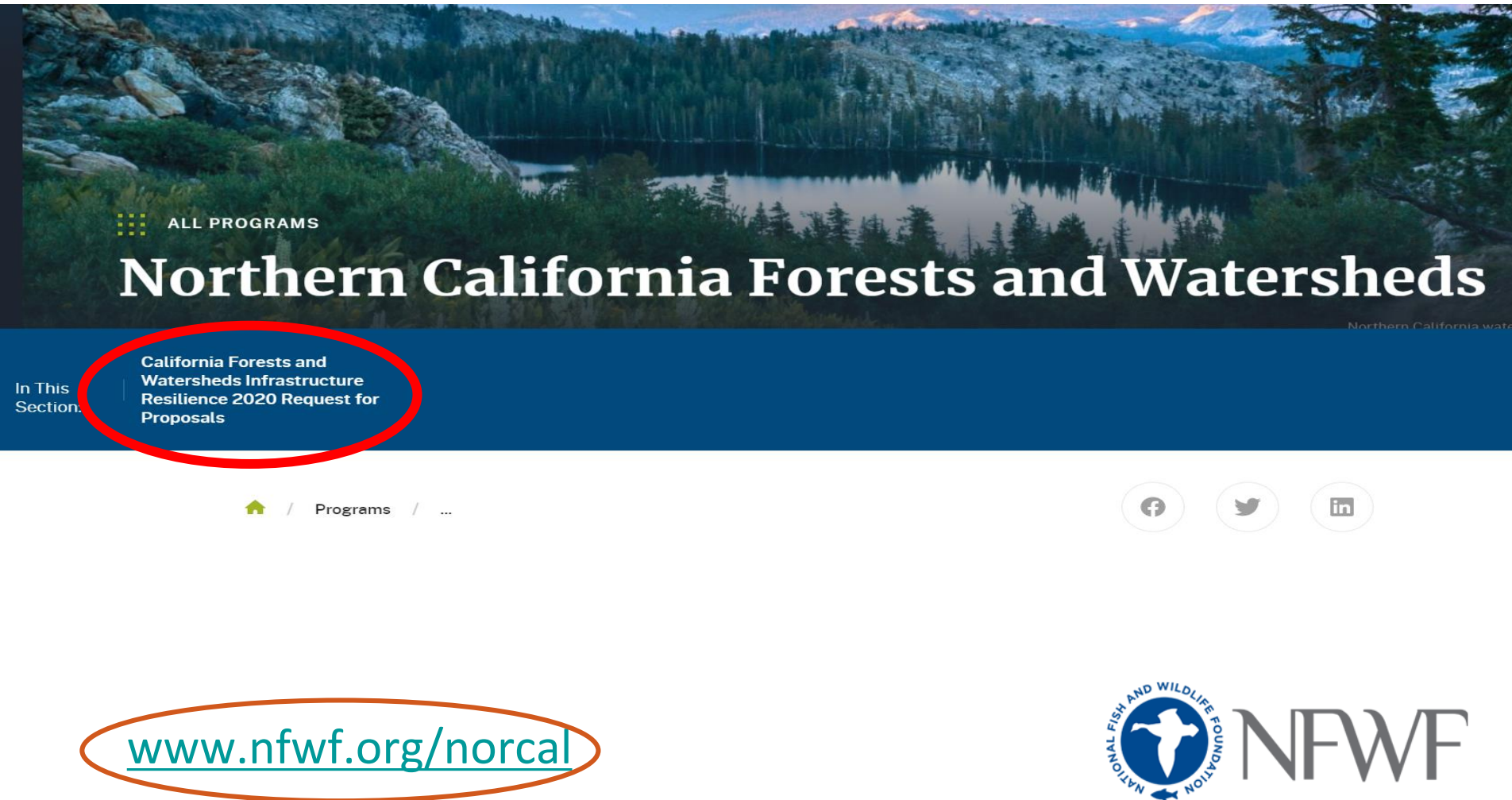• Ability to meet evaluation criteria

Organizations may submit multiple proposals for funding consideration.

QUICK TIPS FOR APPLICANTS

✓ If you've never used Easygrants before, create your login *TODAY* and familiarize yourself with the system.

✓ Turn off your pop-up blockers. If you use Internet Explorer, turn them off again and again…

✓ Print the "Tip Sheet" and use it as a reference tool, field-by-field in EasyGrants.

✓ Do not mail letters of support to the office – upload electronic copies.

✓ Re-read the RFP. Call us if you're confused.

✓ Talk to people about your project idea. Listen.

✓ Save as you go!

HOW TO APPLY?

www.nfwf.org/norcal

IMPORTANT APPLICANT INFORMATION

Application Information

In This Section:	Required Financial Documents	Budget Instructions	Indirect Cost Policy	Indirect Cost Calculator	Transparency Act Requirements	Easygrants Mapping Tool

https://www.nfwf.org/apply-grant/application-information

Easygrants Application

Easygrants Helpdesk:
Email: easygrants@nfwf.org
Voicemail: 202-595-2497

Enter your login ID and password and click **Log In** below. If you have forgotten your password, click **Forgot your password?** below. If you are a first time visitor to this system, click **Register here** below.

❓ Frequently Asked Questions

Log In

New User?

Login ID / Email

Password

☑ Remember Me   Forgot Password?

Log In

For the optimal Easygrants experience, please:

🏠 Use a Supported Browser   ⊟ Enable Pop-ups   💼 Allow Cookies

📁 Only Use One Tab   ⬇ Get Adobe Reader

↪ Log Out and Close Browser for Security

Creating a Username or Organization

Add Person Contact

Prefix	\<None\>
First Name *	
Middle Name	
Last Name *	
Suffix	\<None\>
Email Address *	
Organization *	**Select Organization**

Add or Edit Grant Administration Organizations

Primary Organization	☐
Role	\<Select\>
Organization *	**Select Organization**

Save **Save and Close** **Close**

- Do not create duplicate accounts.

- Use your professional email address and full <u>legal</u> organization name.

- Fill out all required information.

- Unsure if you already have a user account <u>or</u> if organization is registered in Easygrants? Contact helpdesk at easygrants@nfwf.org or 202-595-2497.
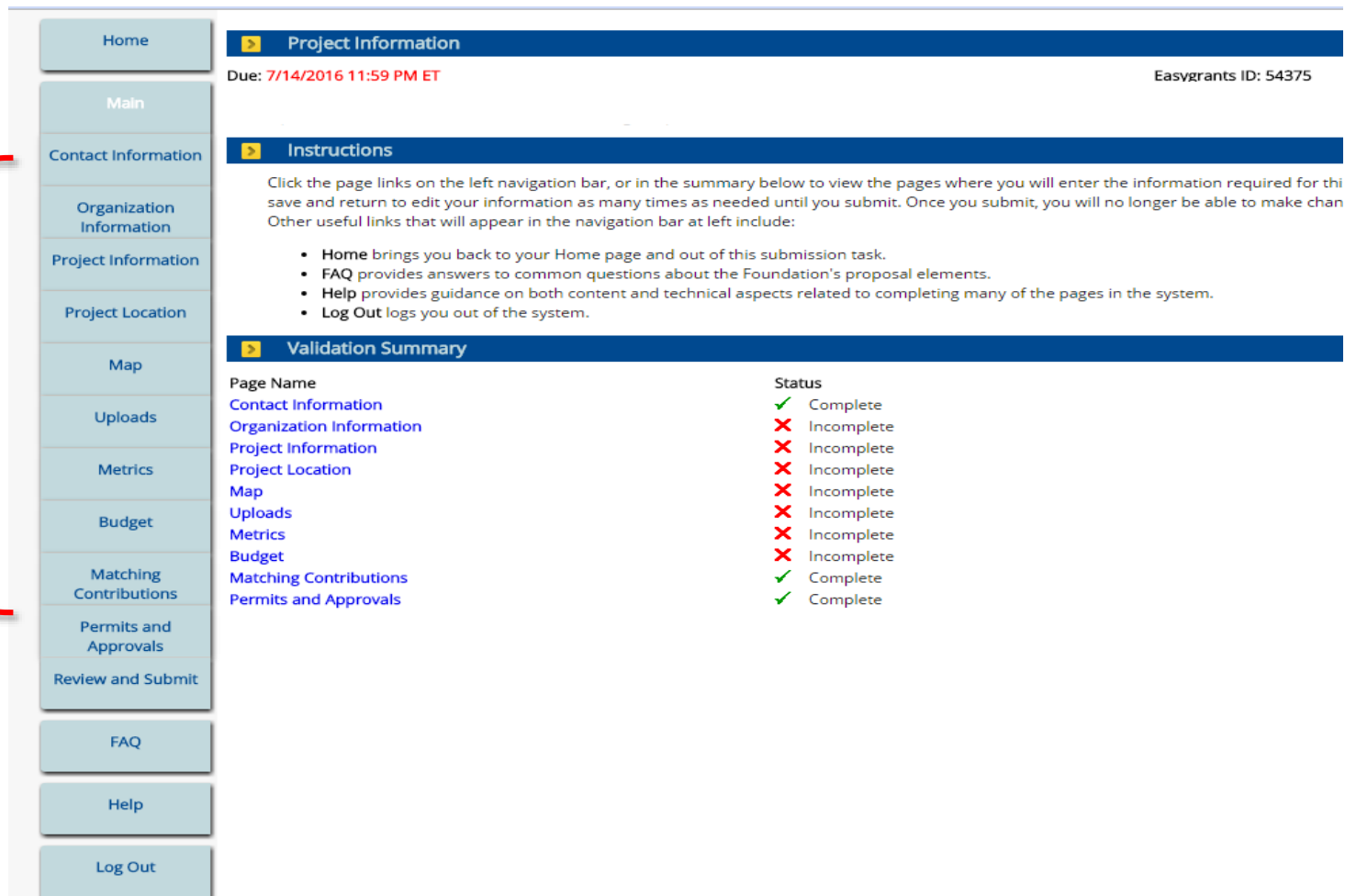
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Easygrants Application

Once you have created your Easygrants log-in and or you log-in as an existing user, please visit review your contact details and make sure that you provide a phone number. To do so...

Easygrants Application

Used for navigating through your application in Easygrants

Home
Main
Contact Information
Organization Information
Project Information
Project Location
Map
Uploads
Metrics
Budget
Matching Contributions
Permits and Approvals
Review and Submit
FAQ
Help
Log Out

▶ Project Information

Due: 7/14/2016 11:59 PM ET   Easygrants ID: 54375

▶ Instructions

Click the page links on the left navigation bar, or in the summary below to view the pages where you will enter the information required for thi
save and return to edit your information as many times as needed until you submit. Once you submit, you will no longer be able to make chan
Other useful links that will appear in the navigation bar at left include:

- **Home** brings you back to your Home page and out of this submission task.
- **FAQ** provides answers to common questions about the Foundation's proposal elements.
- **Help** provides guidance on both content and technical aspects related to completing many of the pages in the system.
- **Log Out** logs you out of the system.

▶ Validation Summary

Page Name	Status
Contact Information	✔ Complete
Organization Information	✘ Incomplete
Project Information	✘ Incomplete
Project Location	✘ Incomplete
Map	✘ Incomplete
Uploads	✘ Incomplete
Metrics	✘ Incomplete
Budget	✘ Incomplete
Matching Contributions	✔ Complete
Permits and Approvals	✔ Complete

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Project Information

- **Title:** short, descriptive name indicating project purpose. (~100 characters)

- **Description:** Two sentences about primary project activities, location, outcome/metrics and relevance to conservation. (~500 characters)
    - Clearly state the main activity and the method being used
    - Address a specific habitat, location or species benefitted

- **Abstract:** More detailed description including location, major activities, outcome/metrics, and partners. (~1,500 characters)
    - State what your organization will do
    - Provide context and background information
    - Explain how the project outcomes will specifically address a conservation issue

Narrative

- **Activities:** Elaborate on the primary activities that will be employed through the grant. Explain how these activities are expected to lead to the outcome(s). Describe how these activities relate to established plans (management, conservation, recovery, etc.) and priority conservation needs in the specific project location.

- **Outcome(s):** Elaborate on the outcome(s) summarized previously in the application; discuss what makes this outcome(s) achievable and important.

- **Tracking Metrics:** Indicate how the project will monitor/assess progress on the metrics selected previously in the application. Please note any challenges or limitations anticipated with tracking the metrics.

- **Project Team:** List key individuals and describe their qualifications relevant for project implementation. (include contractor info is known)

- **Other (Optional):** Provide any further information important for the review of this proposal

Most Competitive Narrative Elements:
- ☐ Program Goals and Priorities
- ☐ Technical Merit
- ☐ Partnership
- ☐ Transferability
- ☐ Communication
- ☐ Funding Need
- ☐ Conservation Plan and Context
- ☐ Monitoring
- ☐ Long-term Sustainability
- ☐ Past Success
- ☐ Key Personnel

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Budget

- Budget represents <u>only</u> the grant amount requested from NFWF

- Must comply with OMB's Uniform Guidance (whitehouse.gov/omb/circulars/index.html)

- Itemize all costs in appropriate budget categories. Costs must relate to project activities.

- No lumping costs i.e., 'All Salaries: $10,000' Add narrative details to explain costs in budget line items.

- 'Total Amount Requested' in Project Information section must equal the 'Budget Grand Total' in Budget section

- Budget Narrative must accompany every section of the budget

▼ Materials and Supplies	$0.00
Materials and Supplies ➕ 📄	$0.00
▼ Contractual Services	$0.00
Subcontract/Contract - Per Agreement ➕ 📄	$0.00
Subgrant - Per Agreement ➕ 📄	$0.00
▼ Other Direct Costs	$0.00
Other Direct Costs ➕ 📄	$0.00
▼ Indirect Costs	$0.00
Indirect Costs ➕ 📄	$0.00
Total Direct Costs	$0.00
Total Indirect Costs	$0.00
Total Costs	$0.00

NFWF

Adding a Budget Narrative

Uploads

Upload Type	Required
Full Proposal Narrative	Yes
Project Map	No
Letters of Support	No
Photos - Jpeg	No
Statement of Litigation	Yes
Board of Trustees, Directors, or equivalent	Yes
GAAP audited financial statements	Yes
IRS Form 990	Yes
A-133 Audit	Yes
Indirect Rate Agreement	No

Upload Checklist

Review 'Upload Checklist' and upload relevant files into Easygrants.

Required:
- IRS-990
- A-133 Audit
- GAAP audited financial statements
- Board of Trustees, Directors <u>or</u> Equivalent

Templates provided for:
- Statement of Litigation
- Full Proposal Narrative

If you don't have a required document, just upload an explanation on your company letterhead in place of the required document.

NFWF

Financial and Other Documents

All financial documentation must:

• Represent the same fiscal year period

• Must be the most recent financial information available

• Must be *less than* two years old

For details on what documents you need to submit and for FAQs regarding financial documents, go here: www.nfwf.org/whatwedo/grants/applicants/Pages/required-financial-docs.aspx

Application Assistance

Program Homepage:

https://www.nfwf.org/programs/northern-california-forests-and-watersheds

RFP:

https://www.nfwf.org/programs/northern-california-forests-and-watersheds/california-forests-and-watersheds

Technical Assistance / Easygrants Helpdesk:

Email: Easygrants@nfwf.org

Voicemail: 202-595-2497

Hours: 9:00 am to 5:00 pm ET, Monday-Friday.

Include: your name, proposal ID #, e-mail address, phone number, program you are applying to, and a description of the issue.

Contacts

Programmatic Questions

Jonathan Birdsong
Regional Director
Email: Jonathan.Birdsong@nfwf.org

Application/Easygrants Questions

Jessica Perla
Regional Coordinator
Phone: 202-595-2422
Email: Jessica.Perla@nfwf.org