



NFWF

SOUTHEAST AQUATICS FUND 2020 Applicant Webinar



Photo by USFWS

Presenters

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WEBINAR AGENDA

- Program Overview
- Eligibility
- Program Priorities
- Evaluation Criteria
- Application Guidance
- Resources
- Timeline

Full Proposal Deadline: 7/23/20



PROGRAM OVERVIEW

What is the ***SOUTHEAST AQUATICS FUND***?

A competitive grant program funded that...

- Supports watershed-based restoration and management projects
- Improves health of aquatic systems to secure populations of native freshwater aquatic species in the southeastern US

Funded through a public-private partnership between ...



Mussel reintroduction
Photo by Gary Peeples/USFWS



PROGRAM OVERVIEW: 2020 FUNDING OPPORTUNITY

- **Request for Proposals:** <http://www.nfwf.org/programs/southeast-aquatics>
- **Proposal due date:** Thurs., July 23rd
- **Anticipated Funding:** \$2.7 million
- **Grant size:** \$150,000 - \$350,000
- **Project Period:** 24 – 36 months
- **Match Requirement:** At least 1:1 match ratio of non-federal cash or in-kind services

PROGRAM OVERVIEW – Eligibility

Applicants must be one of the following:

- Non-profit 501(c)
- Federal*, state, tribal and local governments
- Academic institutions

Lands eligible for funding include:

- Privately-owned lands
- State and local government lands*
- Federal lands*

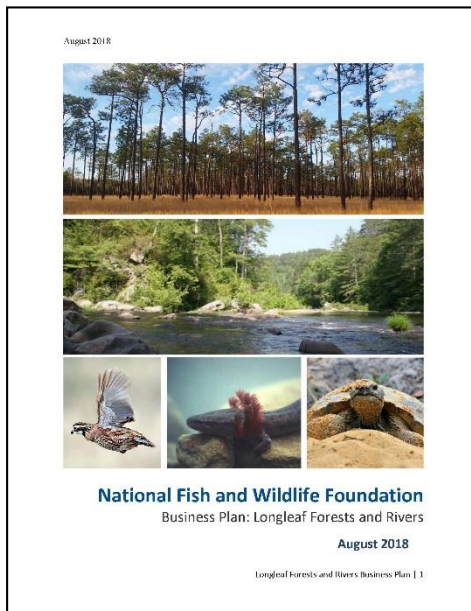
**Note: Federal agencies and public lands are limited to certain geographies based on eligible funding priorities*



PROGRAM OVERVIEW – Eligibility

In 2020, proposals will be considered from three geographies aligned with NFWF's strategic and funding partner priorities:

1. **The Alabama and Mobile-Tombigbee Basins** (specific watersheds)
2. **The Apalachicola-Chattahoochee-Flint (ACF) Basin**
3. **Gulf Coastal Watersheds**



The first two are driven by goals set in NFWF's Longleaf Forest and Rivers Business Plan, which outlines NFWF's goals and strategies for freshwater habitat restoration and enhancement in this landscape.

Download plan here:

<https://www.nfwf.org/sites/default/files/longleaf/Documents/longleaf-forests-rivers-business-plan.pdf>



PROGRAM OVERVIEW – Eligibility

1) The Alabama and Mobile-Tombigbee Basins

Projects will be considered within the three Hydrologic Unit Code (HUC) 8 watersheds listed below. Priority will be given to projects within specific tributary watersheds benefitting focal species where indicated:

- Conasauga (priority tributary: Holly Creek)
 - Focal species: Bridled and trispot darter; *Villosa* mussels (Alabama rainbow, Coosa creekshell)
- Locust Fork
 - Focal species: Black Warrior waterdog; flattened musk turtle
- Middle Coosa (priority tributary: Big Canoe Creek)
 - Focal species: Trispot darter

2) The Apalachicola-Chattahoochee-Flint (ACF) Basin

Projects will be considered that support sufficient water flows for native freshwater species, with particular interest in projects associated with agricultural lands.



Southeast Aquatics Fund Geographic Focal Areas 1 & 2

PROGRAM OVERVIEW – Eligibility

3) Gulf Coastal Watershed Working Lands Conservation and Management

Projects will be considered within the outlined coastal HUC-6 watersheds within Alabama, Florida*, Louisiana, Mississippi and Texas.



Southeast Aquatics Fund Geographic Focal Area 3

*Within Florida, priority may be given to projects within watersheds from the Alabama border east to the Ochlockonee watershed and the Suwannee watershed.

- Projects must be focused on providing outreach and technical assistance to private landowners related to the NRCS Environmental Quality Incentives Program (EQIP) and/or the Agricultural Conservation Easement Program (ACEP)
- Federal applicants and public lands ineligible.



PROGRAM PRIORITIES

What are the program's funding priorities?

- 1. Provide Technical Assistance and Outreach***
- 2. Agricultural and Forestry Best Management Practices**
- 3. Restore and Enhance Riparian and In-stream Habitat**
- 4. Improve Stream Crossings**
- 5. Assessment, Prioritization and Planning**
- 6. Monitoring**

***Only eligible funding priority for Gulf Coastal Watershed Geographic Focal Area**



PROGRAM PRIORITIES

1. Provide Technical Assistance and Outreach

- Support capacity to conduct outreach and provide technical assistance to private landowners to increase awareness of conservation need, appropriate practices and available cost-share programs that benefit watershed health.
- Projects within the Gulf Coastal Watershed Geographic Focal Area must be focused on this program priority and provide outreach and assistance for NRCS EQIP and/or ACEP.
 - If project supporting capacity both EQIP and ACEP, please estimate proportion of time toward each in proposal narrative.
 - Only for this geography, please indicate opportunities for increased NRCS EQIP or ACEP financial assistance in association with the proposed technical assistance and outreach activities (include estimated amount/conservation practices).

PROGRAM PRIORITIES

2. Agricultural and Forestry Best Management Practices

- Support agricultural and forestry practices that reduce nutrient and sediment runoff from the land and conserve water where assistance is needed in addition to or outside of available Farm Bill and other cost-share programs.
- Ex. practices: livestock fencing, irrigation retrofits, riparian buffers and vegetative buffers around agricultural ditches, rotational grazing, cover crops, reducing nutrient inputs, and restoring streambanks impacted by erosion.
- Clearly explain why this funding is needed and wouldn't otherwise be covered by available cost-share programs.

3. Restore and Enhance Riparian and In-stream Habitat

- Restore wetland, streambank, and instream habitat in prioritized areas of a watershed otherwise not addressed through agricultural or forestry best management practices.

PROGRAM PRIORITIES

4. Improve Stream Crossings

- Restore connectivity for fish passage and reduce sedimentation by removing or retrofitting stream barriers and stream crossings.
- Preference for projects that remove or retrofit barriers prioritized through an assessment.

5. Assessment, Prioritization and Planning

- Support the assessment of barriers and crossings within a watershed in order to identify which should receive highest priority for removal or retrofitting based on benefits to target species.
- If barrier assessment for the area already exists, strong justification should be provided for how the proposed work will build upon the existing assessment.

6. Monitoring

- Conduct monitoring to understand population status and habitat conditions for bridled and trispot darter, *Villosa* mussels (Alabama rainbow, Coosa creekshell), Black Warrior waterdog and flattened musk turtle within the Conasauga, Locust Fork and Middle Coosa watersheds.

PROGRAM EVALUATION CRITERIA - Highlights

- **Program Goals and Priorities** – Contributes to the Fund’s overall habitat and species conservation goals, and has specific, quantifiable performance metrics to evaluate project success. Addresses program priorities consistent with the geographic eligibility requirements.
- **Conservation Plan and Context** – Advances an existing conservation plan or strategy (State Wildlife and Forest Action Plans, regional watershed plans, federal species recovery plans).
 - Projects within Conasauga, Locust Fork or Middle Coosa watersheds should describe how the project will benefit priority aquatic species (Longleaf Forests and Rivers Business Plan).
- **NRCS Alignment** – For projects providing technical assistance and outreach to private landowners, ensure the project is in alignment with the relevant state NRCS goals/priorities .
- **Cost-Effectiveness** – Project includes a cost-effective budget that balances performance risk and efficient use of funds. NFWF reserves the right to scrutinize ALL proposals with indirect rates above 10% for cost-effectiveness.
- **Long-term Sustainability** – Project will be maintained to ensure benefits are achieved and sustained over time.
- **Past Success*** – Applicant has a proven track record of success in implementing conservation practices with specific, measurable results. **Describe progress to-date on current SE Aquatic grants if applicable.*



How to Submit Your Application via Easygrants



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.

easygrants.nfwf.org

[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](#)

Easygrants – Creating Username or Organization

Register

First Name *

Middle Name

Last Name *

Login ID / Email *

Confirm Login ID / Email *

Password *

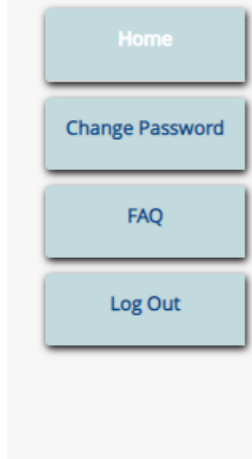
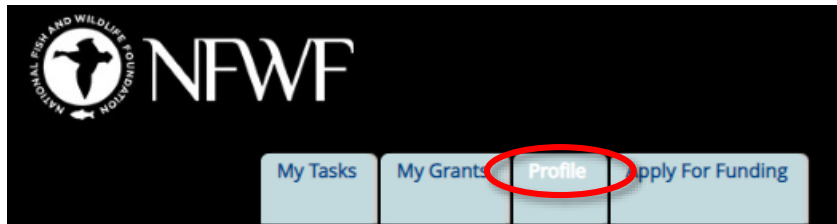
Password Requirements

Confirm Password *

Register

Back

- Do not create duplicate accounts.
- Use your professional email address and full legal organization name.
- Unsure if you already have a user account or if organization is registered in Easygrants? Contact helpdesk at easygrants@nfwf.org or 202-595-2497.



[View My Contact Details](#) ← *Click here*
[Manage My Communication and Interests](#)
[Manage My Demographics](#)

Scroll down



Please visit review your contact details and make sure that you
provide a phone number

Full Proposal Requirements

- Personal Contact Information
- Organization Information
- Project Information:
 - Title
 - Description
 - Abstract
 - Period of Performance
- Project Location and Map
- Uploads
- Metrics
- Budget
- Matching Contributions



C. caerul and *E. trisella*
Photo by GA DNR staff

Full Proposal Task in Easygrants

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 this submission. 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 changes. Click here

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

Period of Performance

Start date should be as soon as possible after award announcements (Early November).

End date should be no later than December 31, 2023.

Match must be spent between project start and end dates.

Project Information

- **Title:** (~100 characters)
 - short, descriptive name indicating project purpose
- **Description:** (~500 characters)
 - Main activities and methods
 - Specific habitat, location or species benefitted
- **Abstract:** (~1,500 characters)
 - Location, activities, outcome/metrics, and partners
 - Context and background information
 - Explain how outcomes will address a conservation issue

Map

- 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

Instructions

Leaving this Map page before completing all of the steps below will result in a loss of your unsaved map data. If you take longer than one hour to complete the steps below, Easygrants will time out and you will lose your unsaved map data. You may click Save before you are done to reset the Easygrants clock, but you must first Submit your locations so that they appear GREEN (submitted). Clicking Save when there are ORANGE (pending) locations will result in loss of those orange polygons. You may return to this Map page at any time to add to (or delete) the mapping work that you save.

Overview of Steps to Create and Submit Your Project Location Map

Click Help (on the left) to see detailed instructions for all of the steps below as well as a glossary of mapping terms used in this mapping tool. If using this tool for the first time, please read through the Help guide and familiarize yourself with the mapping tool features and terminology before entering your mapping data.

- Begin by clicking Save at the bottom of this Map page to set the Easygrants one hour clock ticking. If you skip this step, the system may timeout sooner than expected and you may lose unsaved map data.
Important: Once you start creating a map, to avoid losing map data, complete all the steps below, in succession, before clicking Save or Save and Continue (Step 5).
- Next, map your Project Location(s) using one of the three options provided in the mapping tool below. Detailed instructions for each are contained in the Help document.
 - Upload an existing shapefile (see Shapefile requirements below) by clicking on the Upload Shapefile feature bar (this option is open by default when you start using the mapping tool); or
 - Select one or more geographic features (e.g. county, lake, national park) for your project by clicking the Select by Geography feature bar; or
 - Create a custom area to depict your project location(s) by clicking on the Draw a Custom Area feature bar.
- Finalize the creation of your map by clicking Submit Project Location.
All spatial locations MUST appear in GREEN to indicate that those project locations have been submitted.
- To confirm your map, click the Confirmation Check Box at the bottom of the page.
- Finally, click Save to save your map and stay on this page, or Save & Continue to save your map and move to the next page in this task.
All GREEN locations will be saved and any ORANGE locations will be discarded.

Map your project at the finest scale by any of the three options:

Upload Shapefile

- Select a Zip file(.zip) containing a shapefile(.shp,.dbf,.prj) from your local file system.
- The shapefile must be of POLYGON geometry type.
- The shapefile must not exceed 1 MB.

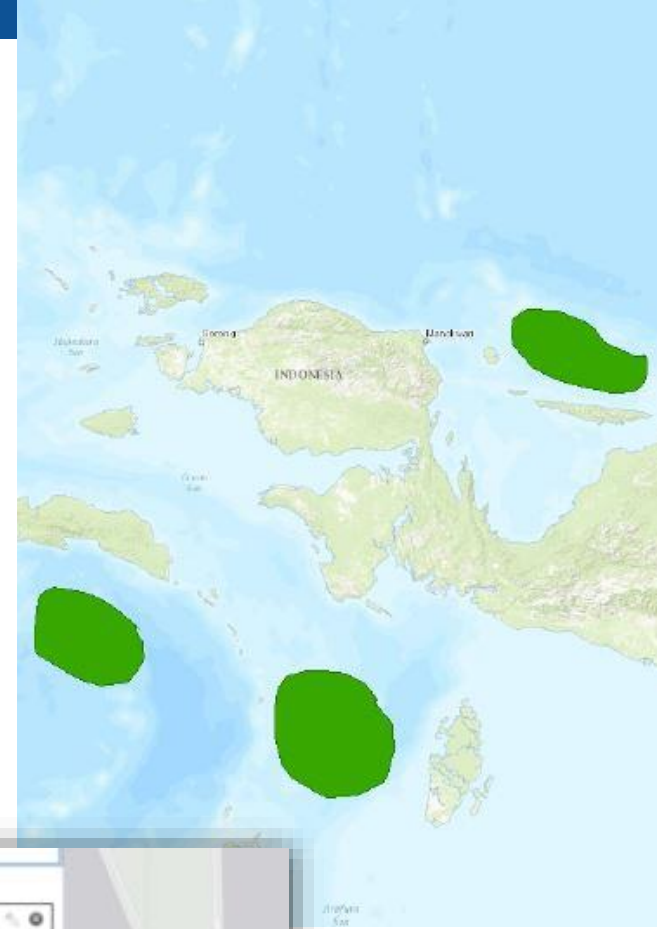
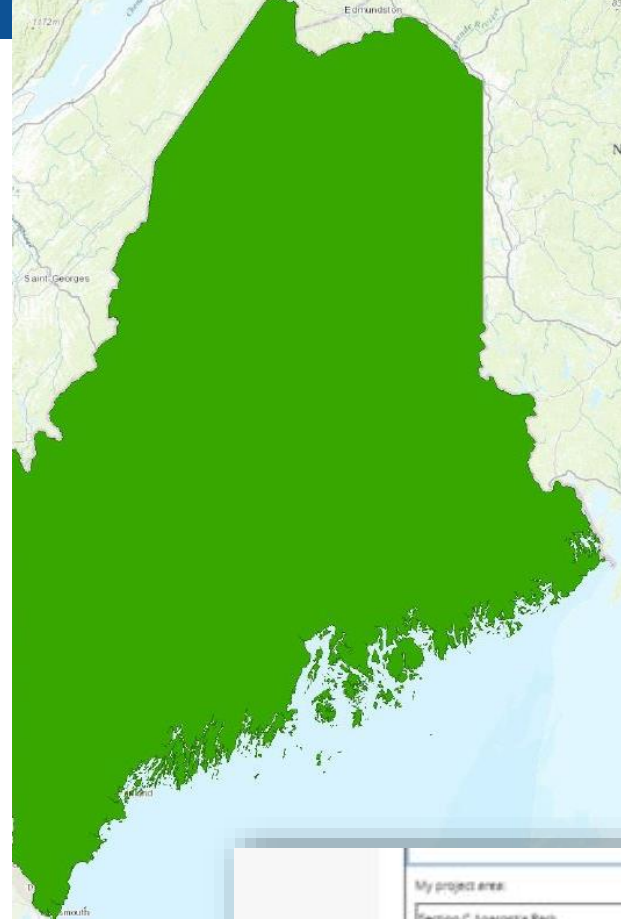
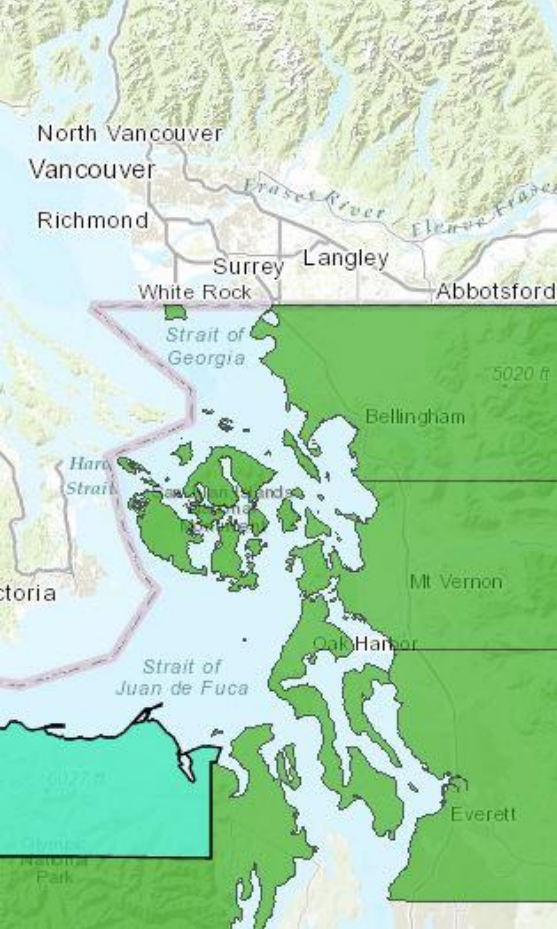
Choose File No file chosen

Select By Geography

Draw a Custom Area

My project area:





1. Upload Shapefile
2. Select by Geography
3. Draw a Custom Area



Uploads

- Narrative (6 page max)*
- Map*
- Letters of support
- Photos*
- Resume
- Other documents
- Financial documents (*next slide*)*

*Required

Easygrants – Uploads

Upload Checklist

Upload Type	Required
Full Proposal Narrative	Yes
Project Map	Yes
Letters of Support	No
Photos - Jpeg	Yes
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
Other Documents	No

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

Required:

- IRS-990
- A-133 Audit
- GAAP Audit
- Board of Trustees, Directors or Equivalent
- GAAP audited financial statements

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

Uploads – 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



The following financial documentation must be submitted with NFWF full proposals. Applicants are encouraged to provide this information at the time of application in order to prevent review, approval and/or contracting delays (if applicable). Below, you will find a list of Frequently Asked Questions to assist you with compiling the required information. If you have additional questions regarding documentation requirements or unanswered questions, please contact the NFWF staff representative listed in the RFP or your Grants Administrator.

All documentation must represent the same fiscal year period, must be the most recent financial information available, and must be less than two years old.

The following table breaks out the required documents by type of entity:

Organization Type	Required Financial Documentation						
	¹ I-990 or Electronic Notice	EIN or FEIN	DUNS Number	Single Audit ²	GAAP Audit	³ Balance Sheet AND Income Statement	⁴ NICRA or CAP

For details on what documents you need to submit and for FAQs regarding financial documents, go here: <https://www.nfwf.org/apply-grant/application-information/required-financial-documents>



Metrics

Select Metric

Show: Show All Templates Show All Strategies

Search:

Add	Metric		Strategies	Required
<input type="checkbox"/>	SEAquatics - Outreach/ Education/ Technical Assistance - # people reached	?	Capacity, Outreach, Incentives	Recommended
<input type="checkbox"/>	SEAquatics - Improved management practices - Acres under improved management	?	Habitat Management	Recommended
<input type="checkbox"/>	SEAquatics - Conservation easements - Acres protected under easement	?	Habitat Conservation	Recommended
<input type="checkbox"/>	SEAquatics - BMP development - # mgmt plans with BMPs	?	Planning, Research, Monitoring	Recommended
<input type="checkbox"/>	SEAquatics - Improved management practices - Miles under improved management	?	Habitat Management	Recommended
<input type="checkbox"/>	SEAquatics - Fish passage improvements - # passage barriers rectified	?	Habitat Restoration	Recommended
<input type="checkbox"/>	SEAquatics - Fish passage improvements - Miles of stream opened	?	Habitat Restoration	Recommended
<input type="checkbox"/>	SEAquatics - Riparian restoration - Miles restored	?	Habitat Restoration	Recommended
<input type="checkbox"/>	SEAquatics - Outreach/ Education/ Technical Assistance - # people with changed behavior	?	Capacity, Outreach, Incentives	Recommended
<input type="checkbox"/>	SEAquatics - Monitoring - # sites being monitored	?	Planning, Research, Monitoring	Recommended

☐ Select All

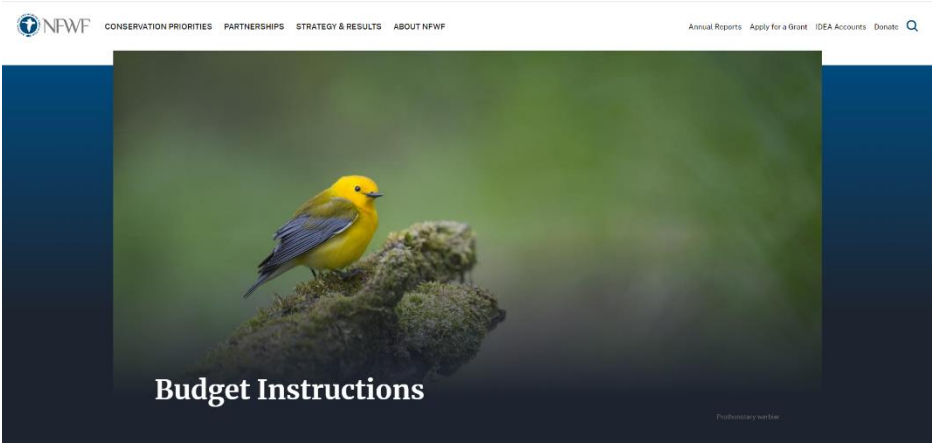
Add Selected

Close

Continue

Budget

- Only the grant amount requested from NFWF
- Itemize all costs in appropriate budget categories.
- No lumping costs i.e., ‘All Salaries: \$10,000’
- **‘Total Amount Requested’** in Project Information section must equal the **‘Budget Grand Total’** in Budget section








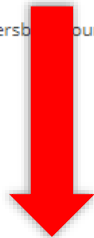
▼ <u>Materials and Supplies</u>	\$0.00
Materials and Supplies + 📄	\$0.00
▼ <u>Contractual Services</u>	\$0.00
Subcontract/Contract - Per Agreement + 📄	\$0.00
Subgrant - Per Agreement + 📄	\$0.00
▼ <u>Other Direct Costs</u>	\$0.00
Other Direct Costs + 📄	\$0.00
▼ <u>Indirect Costs</u>	\$0.00
Indirect Costs + 📄	\$0.00
<u>Total Direct Costs</u>	\$0.00
<u>Total Indirect Costs</u>	\$0.00
<u>Total Costs</u>	\$0.00


<https://www.nfwf.org/whatwedo/grants/applicants/Pages/budget-instructions.aspx>



How-to input additional information in your Budget

▼ <u>Travel</u>			\$4,271.00
▼ Domestic Airfare - Per Flight			\$2,645.00
To Seattle from Boston Round Trip	 		\$1,750.00
To Anchorage from St. Petersburg Round trip	 		\$895.00



Notes 

Line Item
Budget

Domestic Airfare - Per Flight

Travel for one biotech and one volunteer to Seattle from Boston for Killer Whale Conference.
Travel for principal investigator to Anchorage from St. Petersburg for site visits.

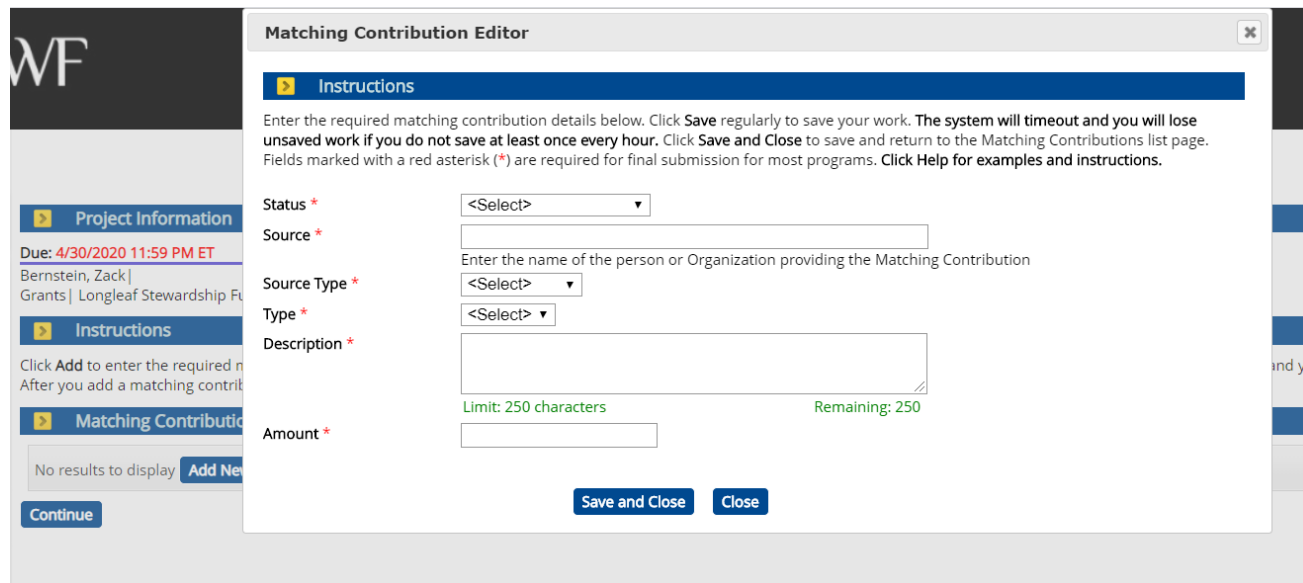
Save

Save and Close

Cancel

Matching Contributions

- 1:1
- Within grant period



The screenshot shows the NFWF Matching Contribution Editor interface. On the left is a sidebar with navigation links: 'Project Information' (selected), 'Instructions', and 'Matching Contributions'. The 'Project Information' section shows a due date of 4/30/2020 11:59 PM ET and project details for Bernstein, Zack | Grants | Longleaf Stewardship Fund. The 'Matching Contributions' section shows 'No results to display' and an 'Add New' button. The main content area is titled 'Matching Contribution Editor' and contains an 'Instructions' section with a warning about saving work. Below the instructions are form fields for Status, Source, Source Type, Type, Description, and Amount, each marked with a red asterisk to indicate they are required. The Description field has a character limit of 250. At the bottom are 'Save and Close' and 'Close' buttons.

WF

Matching Contribution Editor

Instructions

Enter the required matching contribution details below. Click **Save** regularly to save your work. **The system will timeout and you will lose unsaved work if you do not save at least once every hour.** Click **Save and Close** to save and return to the Matching Contributions list page. Fields marked with a red asterisk (*) are required for final submission for most programs. Click **Help** for examples and instructions.

Status *

Source *

Source Type *

Type *

Description *

Limit: 250 characters Remaining: 250

Amount *

Save and Close **Close**

Project Information

Due: 4/30/2020 11:59 PM ET

Bernstein, Zack | Grants | Longleaf Stewardship Fund

Instructions

Click **Add** to enter the required matching contribution details. After you add a matching contribution, you will be able to edit it.

Matching Contributions

No results to display **Add New**

Continue

Other

- Federal funding may be subject to requirements under the following acts. Applicants should budget time and resources to obtain the needed approvals.
 - National Environmental Policy Act
 - Endangered Species Act
 - National Historic Preservation Act
- Award payments are primarily reimbursable. Projects may request funds for reimbursement at any time after completing a signed agreement with NFWF.



V. nebulosa
Photo by GA DNR staff

Application Assistance

Program Homepage:

<https://www.nfwf.org/programs/southeast-aquatics>

RFP:

<https://www.nfwf.org/programs/southeast-aquatics/southeast-aquatics-fund-2020-request-proposals>

TipSheet:

https://www.nfwf.org/sites/default/files/2020-06/Southeast-Aquatics-2020-Tip-Sheet_0.pdf

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.



Additional Resources

Electronic Federal Code of Regulations (2 CFR 200)

<https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a94fd4e2b1fd1597e6456124e0fd5b3a&mc=true&n=pt2.1.200&r=PART&ty=HTML>

NFWF Indirect Cost Policy

<https://www.nfwf.org/apply-grant/application-information/indirect-cost-policy>

NFWF Indirect Cost Calculator

<https://www.nfwf.org/grants/application-information/indirect-cost-calculator>

GSA.gov

<https://www.gsa.gov/travel/plan-book/per-diem-rates>

IRS Mileage Rate

<https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2020>

Budget & Narrative Guide

<https://www.nfwf.org/sites/default/files/2020-01/detailed-budget-narrative-guide.pdf>

Timeline

Full-Proposal Due Date	Thursday, July 23, 2020, 11:59pm ET
Review Period	July- August 2020
Awards Announced	November 2020

NASA Earth Observatory



NFWF

Contacts

Programmatic Questions

Suzanne Sessine

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Application/Easygrants Questions

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