



NFWF



# 2023 PENNSYLVANIA MOST EFFECTIVE BASINS GRANTS PROGRAM

## Applicant Webinar



# AGENDA



**Jake Reilly**  
Program Director



**Joe Toolan**  
Program Manager

- **Welcome/Webinar Instructions**
- **2023 PA MEB Program RFP Overview**
  - Geographic Focus
  - Eligible Activities and Practices
  - Eligible Applicants and Cooperators
  - Evaluation Criteria
  - Important Additional Considerations
  - Critical Resources for Developing a NFWF Application
- **Submitting a Proposal in Easygrants**



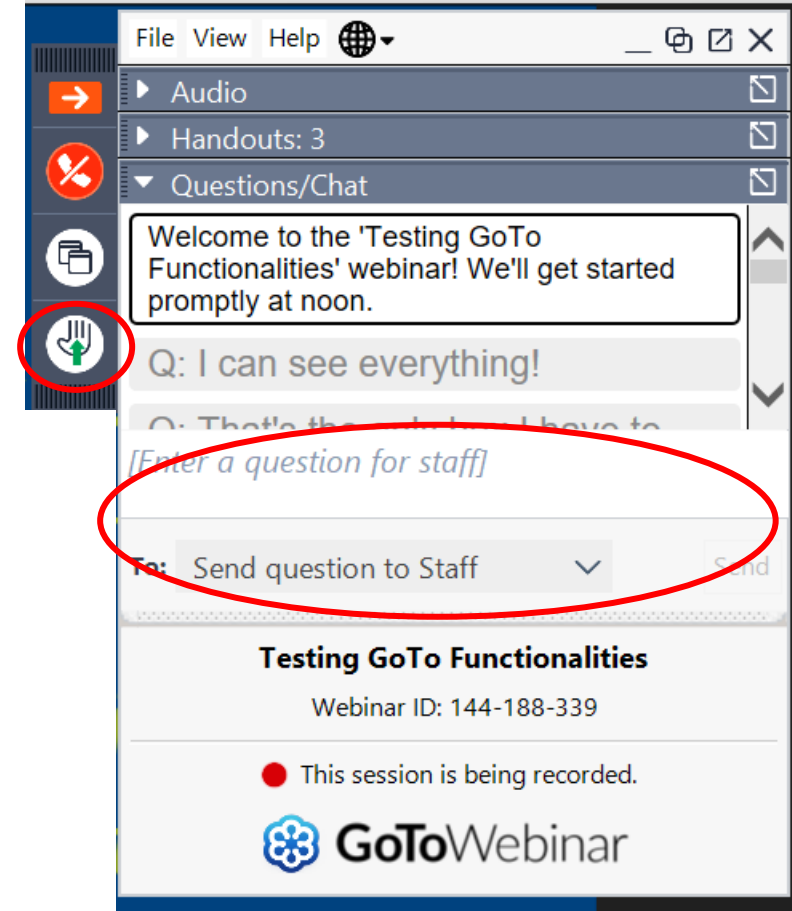
Chesapeake Bay Stewardship Fund



# WEBINAR INSTRUCTIONS

- To improve sound quality, all participants will be muted for the duration of the webinar. To ask a question:
  1. Enter your query where it says “Enter a question for staff” and click send. Joe will type a response or read your question aloud when we pause for Q&A. OR
  2. Write it down and contact us after the webinar.
- We may ask you to raise your “hand” in the webinar dialogue box to confirm participants can hear us.
- If you experience a technical glitch, please type it into the question box, since we can’t hear you. (We may not know about the glitch unless you say something!)

*The webinar will be available for download within 48 hrs at [NFWF.org/Chesapeake](https://NFWF.org/Chesapeake)*



NFWF

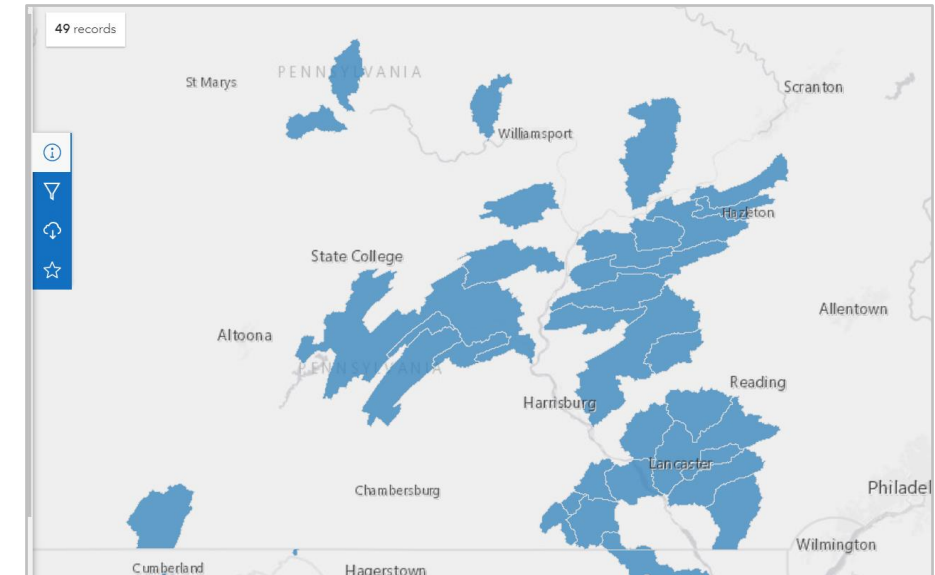
Chesapeake Bay Stewardship Fund



Chesapeake Bay Program  
Science. Restoration. Partnership.

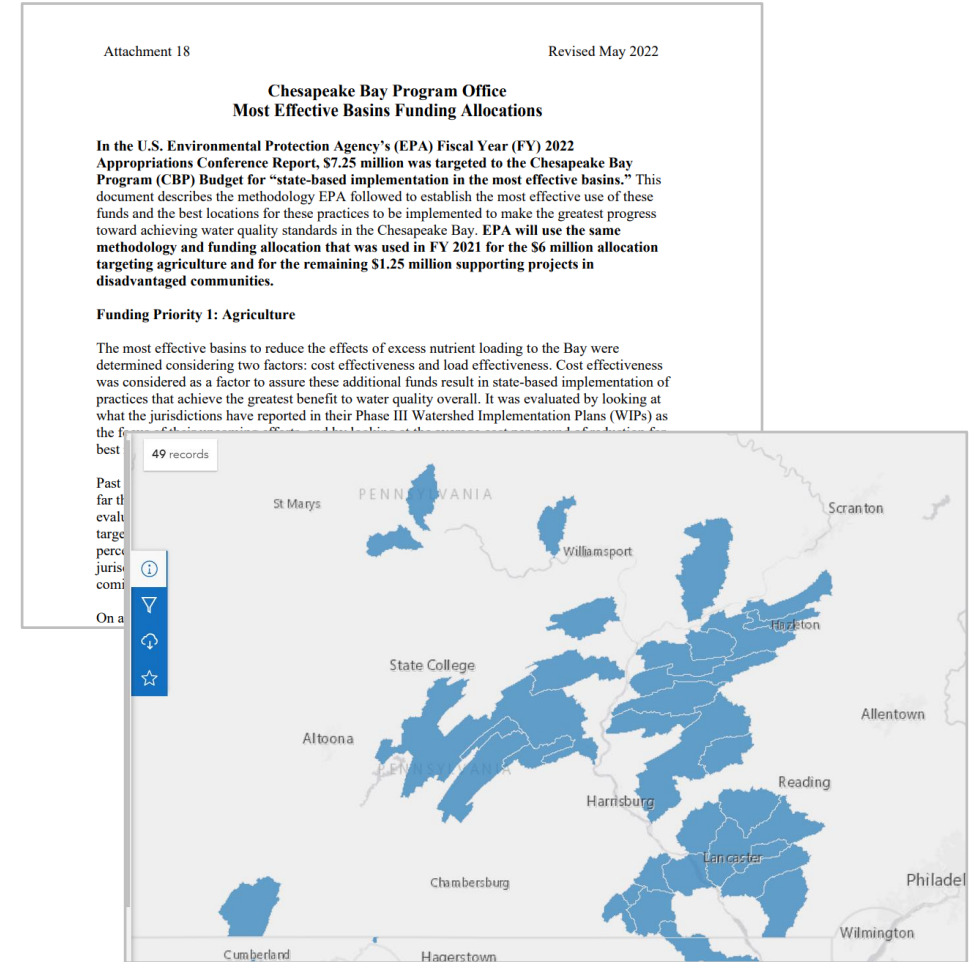
# PA MEB PROGRAM RFP OVERVIEW

<b>Program Priority:</b>	Rapid implementation of cost-effective agricultural nitrogen load reductions
<b>Geographic Focus:</b>	Selected basins in PA's CB watershed
<b>Applicant Eligibility:</b>	Conservation districts, NRCS-approved Technical Service Providers, county action plan coordinators, local gov't, nonprofits
<b>Landowner/Operator Eligibility:</b>	Individuals and entities with ownership or management control of an agricultural operation
<b>Evaluation Criteria:</b>	<ol style="list-style-type: none"> <li>1. Cost-effectiveness for ag N</li> <li>2. Readiness to implement</li> <li>3. Co-benefits</li> </ol>
<b>Grant Size:</b>	Up to \$1,000,000 per award
<b>Matching Requirements:</b>	N/A, but encouraged
<b>Project Duration:</b>	18-24 months



# GEOGRAPHIC FOCUS

- EPA Appropriations: Increase in the CBP budget for “state-based implementation in the most effective basins”
- MEBs subsequently determined by EPA based on both cost effectiveness and load effectiveness
  - Cost effectiveness: emphasis on agricultural nitrogen load reductions (e.g. \$/lb)
  - Load effectiveness: considers effect on DO based on land to water, delivery, and DO response
- Implementation must occur **wholly within** defined basins of PA’s CB watershed



NFWF



Chesapeake Bay Stewardship Fund



Chesapeake Bay Program  
Science. Restoration. Partnership.

# ELIGIBLE ACTIVITIES

- Activities and costs related to:
  1. **Direct implementation** of eligible practices on eligible operations within eligible geographic areas
  2. **Necessary technical assistance** tasks associated with conservation planning, and the design, engineering, and permitting of eligible practices on eligible operations within eligible geographic areas that may be implemented subsequently, through other funding sources, etc.
  3. Piloting of innovative methods and approaches for **verification of existing practices** in support of ongoing crediting of existing practices for additional nitrogen reduction for on eligible operations within eligible geographic areas

# ELIGIBLE PRACTICES

- Identified by EPA based on the demonstrated ability to yield low-cost reductions in agricultural nitrogen loading
- Includes both annual (i.e., “management”) and structural (i.e., “engineered”) practices
  - Tillage Management
  - Tree Planting
  - Wetland Restoration
  - Prescribed Grazing
  - Animal Waste Management Systems
  - Manure Incorporation
  - Manure Injection
  - Manure Transport
  - Barnyard Runoff Control
  - Loafing Lot Management
  - Alternative Crops
  - Retirement of Highly Erodible Land
  - Cover Crops –Traditional
  - Cover Crops – Commodity
  - Forest and Grass Buffers
  - Forest and Grass Buffers w/ Exclusion
  - Core Nutrient Management – Nitrogen
  - Supplemental NM – N Rate
  - Supplemental NM – N Placement
  - Supplemental NM – N Timing
  - Soil and Water Conservation Plans



NFWF



Chesapeake Bay Stewardship Fund



# ELIGIBLE APPLICANTS AND COOPERATORS

- **Eligible Applicants:** Conservation districts, NRCS-certified TSPs, CAP coordination entities, local governments, and 501(c)(3) nonprofit organizations
  - Local gov't and nonprofits must provide letters of support from affected conservation district and CAP coordinators
  - Awards may include **actual costs only**; recipients may not apply loaded rates or realize profit from an award of federal financial assistance funds
- **Eligible Landowners/Operators:** Individuals and entities with ownership or management control of an agricultural operation, per PA statute, located in MEB
- **Ineligible Landowner/Operators:** Operations under enforcement action by the Pennsylvania Department of Environmental Protection, State Conservation Commission, or U.S. EPA



Chesapeake Bay Stewardship Fund




Science. Restoration. Partnership.



# EVALUATION CRITERIA #1 – CONSERVATION OUTCOMES

- **Total Agricultural Nitrogen Load Reduction Potential:**
  - Proposal contributes meaningful agricultural nitrogen load reduction outcomes in support of the Chesapeake Bay TMDL, Pennsylvania's Phase III WIP and, as applicable, associated Countywide Action Plans.
- **Conservation and Farm Management Co-Benefits:**
  - Proposed implementation actions yield clear and meaningful co-benefits for regional ecosystem conservation and restoration goals and farm management outcomes.

Appendix A Eligible Practices for the PA-MEB Program		
CBP Practice Name (Practice Credit Duration)	Definition	Other Common Practice Names and Standards
Tillage Management (Annual, 1 year)	Conservation tillage involves the planting, growing and harvesting of crops with minimal disturbance to the soil. Includes: <ul style="list-style-type: none"><li>• <b>Low Residue Tillage:</b> Maintains 15 to 29 percent crop residue coverage immediately after planting</li><li>• <b>Conservation Tillage:</b> maintains 30 to 59 percent crop residue coverage immediately after planting</li><li>• <b>High Residue, Minimum Soil Disturbance Tillage:</b> Maintains at least 60 percent crop residue coverage immediately after planting</li></ul>	<ul style="list-style-type: none"><li>• Residue and Tillage Management, No Till (NRCS 329)</li><li>• Residue and Tillage Management, Reduced Till (NRCS 345)</li></ul>
Tree Planting (10 years)	Any trees planted on agricultural land, except those used to establish riparian forest buffers, targeting lands that are highly erodible or identified as critical resource areas.	<ul style="list-style-type: none"><li>• Windbreak/shelter establishment (NRCS 380)</li><li>• Tree/Shrub Establishment (NRCS 612)</li><li>• Tree Planting (FSA CP3)</li><li>• Hardwood Tree Planting (FSA CP3A)</li></ul>
Wetland Restoration (15 years)	Includes any of the following: <ul style="list-style-type: none"><li>• <b>Wetland Restoration (re-establishment):</b> The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions to a former wetland.</li><li>• <b>Wetland Rehabilitation:</b> The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions to a degraded wetland.</li></ul>	<ul style="list-style-type: none"><li>• Wetland restoration (NRCS 657);</li><li>• CRP or CREP wetland restoration (CP23) and</li></ul>
Prescribed Fire		



## EVALUATION CRITERIA #2 – BUDGET

- **Cost-Effectiveness for Agricultural Nitrogen Load Reduction:** Proposals that demonstrate the greatest cost-effectiveness for agricultural nitrogen load reductions (i.e., \$/lb. N reduced) will generally be the most competitive proposals.
- **Additional Considerations:**
  - Quality and level of detail in the **budget notes and budget narrative**
  - Reasonability of proposed costs
  - Clear indication of funding for project partners, stakeholders, and community members, if proposed in proposal narrative
  - Leverage by partners and other contributors through cash-, in-kind, and other sources



Chesapeake Bay Stewardship Fund



## EVALUATION CRITERIA #3 – TECHNICAL

- **Readiness:** Considering the status of necessary planning, design, and permitting and proposed timeline, projects demonstrate a readiness to rapidly proceed to practice implementation, completion of TA tasks, practice verification
- **Additional considerations:**
  - Specific goals that correlate with a clear, logical and achievable work plan, milestones, and timeline
  - Core competencies necessary to implement the proposed activities are well-represented on the project team
  - Awareness and plans to obtain necessary permits and environmental compliance requirements
  - Demonstrated ability to manage and implement similar projects on time and within budget



NFWF

Chesapeake Bay Stewardship Fund



Chesapeake Bay Program  
Science. Restoration. Partnership.



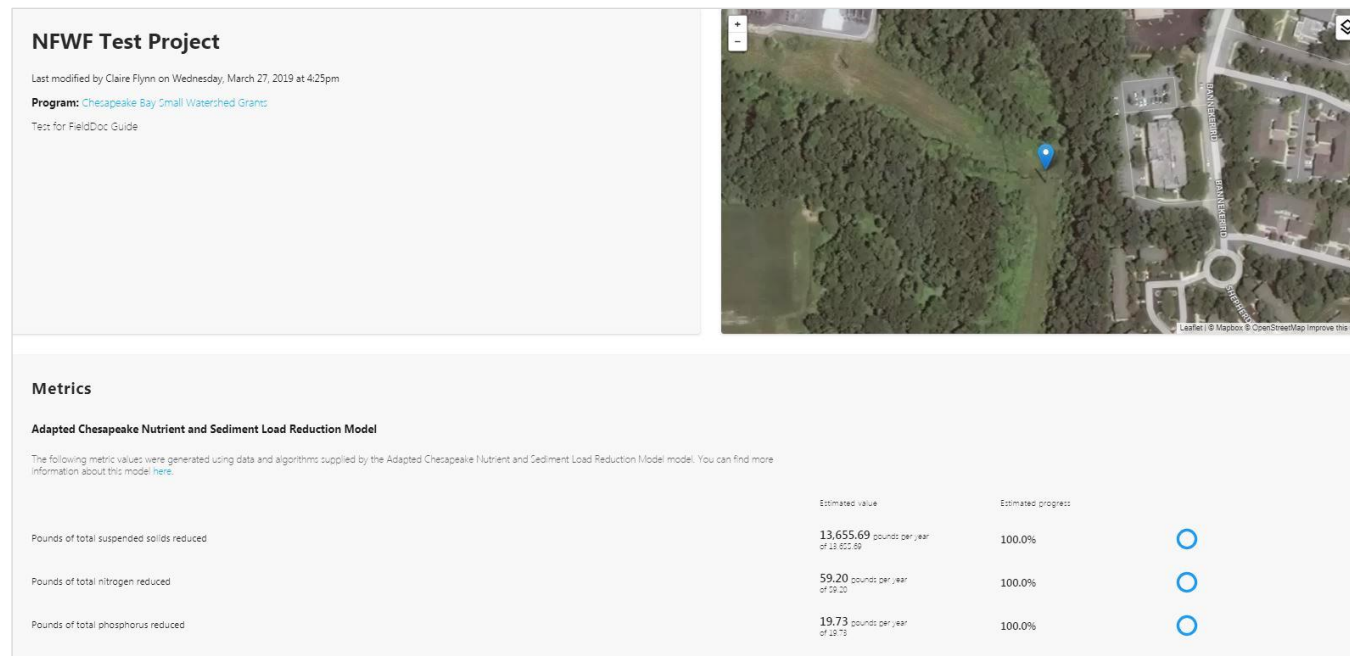
# ASSOCIATED EASYGRANTS METRICS

Applicable Metrics	Metric Description/Instructions
<b>CBSF - BMP implementation for nutrient or sediment reduction - Lbs N avoided (annually)*</b>	Please use FieldDoc to develop estimates of the total nitrogen load reduction potential your proposed project. Enter FieldDoc-generated pollutant load reduction totals in this field then upload your FieldDoc Project Summary in the "Uploads" section.
<b>CBSF - BMP implementation for nutrient or sediment reduction - Acres with BMPs</b>	Enter the total number of acres under agricultural or non-urban BMPs to reduce nutrient or sediment loading. Do not double-count individual acres which have multiple BMPs.
<b>CBSF - Riparian restoration - Miles restored</b>	Enter the number of miles of riparian habitat restored through the implementation of forest or grass buffers that are at least 35 feet wide. If you're implementing livestock exclusion, report associated outcomes instead under the "CBSF - BMP implementation for livestock exclusion -- miles of fencing installed" metric. In the NOTES section, specify the landcover type prior to planting (barren, cropland, grassland, shrubland), the % of vegetation on the pre-project site (0-20%, 21-40%, 41-60%, 61-80%, 81-100%), the dominant vegetation being planted (Broadleaf, Conifer, Shrub, Grass, Marsh, Swamp), the buffer width, and the acres.
<b>CBSF - BMP implementation for nutrient or sediment reduction - Acres with cover crops</b>	Enter the number of cropland acres with cover crops practices. Please describe the cover crop practices in the NOTES section.
<b>CBSF - BMP implementation for nutrient or sediment reduction - Acres with conservation tillage</b>	Enter the number of cropland acres with conservation tillage practices. Please describe conservation tillage practices in the NOTES section.
<b>CBSF - BMP implementation for nutrient or sediment reduction - Acres with enhanced nutrient management</b>	Enter the number of cropland acres with enhanced nutrient management practices other than or in addition to conservation tillage or cover crops. Please describe the nutrient management practices in the NOTES section.
<b>CBSF - BMP implementation for nutrient or sediment reduction - Acres with managed grazing</b>	Enter the number of acres with managed grazing (i.e., promoting plant growth above and below ground, improving wildlife habitat, and maximizing soil carbon through a variety of grazing approaches). Please describe the grazing practices in the NOTES section.
<b>CBSF - BMP implementation for livestock fencing - Miles of fencing installed</b>	Enter the number of miles of livestock exclusion installed. Assume activities include exclusion fencing and a 35-foot forest or grass buffer, unless otherwise noted.
<b>CBSF - Wetland restoration - Acres restored</b>	Enter the number of acres of wetland habitat restored, created, or enhanced. In the NOTES section, specify the landcover prior to restoration (Marsh, Tidal marsh, Wet meadow, Swamp) and indicate % of vegetation on pre-project site (0-20%, 21-40%, 41-60%, 61-80%, 81-100%).
<b>CBSF - Conservation easements - Acres protected under easement</b>	Enter the number of acres protected under long-term easement (permanent or >30-yr). Assuming the specific parcel(s) has been identified, in the NOTES indicate what % of natural land cover would have been cleared in the absence of the easement(s).
<b>CBSF - Land, wetland restoration - Number of trees planted</b>	Enter the number of trees planted for all non-urban projects/practices. In the NOTES section, specify the specify the landcover type prior to planting (barren, cropland, grassland, shrubland), # of acres, and average # of trees per acre.

# FIELDDOC

NFWF has partnered with The Commons to develop the [FieldDoc](#) tool that allows consistent planning, tracking, and reporting of selected water quality improvement activities and associated load reductions

**NFWF is hosting a demonstration webinar for FieldDoc on Thursday, March 9<sup>th</sup> at 1:00PM EST**



# COST CONSIDERATIONS – INELIGIBLE USE OF GRANT FUNDS

- X** Procurement of equipment, services, or systems that uses telecom equipment or services produced by Huawei Technologies Company or ZTE Corporation
- X** Political advocacy, fundraising, lobbying, litigation, terrorist activities or Foreign Corrupt Practices Act violations.
- X** Direct land or easement acquisition
- X** Operations under enforcement action by the Pennsylvania Department of Environmental Protection, State Conservation Commission, or U.S. EPA



Chesapeake Bay Stewardship Fund



Chesapeake Bay Program  
Science. Restoration. Partnership.



# OTHER COST CONSIDERATIONS

- **See NFWF's Detailed Budget and Narrative Guide for critical budget development guidance and instructions**
- **Equipment:** Applicants are encouraged to rent equipment where possible and cost-effective or use matching funds to make those purchases.
- Grantees may use grant funds for indirect costs:
  1. Consistent with the applicant's federally-approved negotiated indirect cost rate agreement (NICRA); or
  2. If no NICRA, up to a de minimus rate of 10% of proposed costs
- Direct administrative expenses are allowed



NFWF

Chesapeake Bay Stewardship Fund



## 2023 UPLOADS – APPLICANT DEMOGRAPHIC FORM

- The information you provide will not be shared with proposal reviewers and will not be considered when making grant decisions.
- The Foundation will not share identifying information about any particular entity or project.
- While the form is a required upload, applicants can opt out of providing the information within the form itself
  - If you have provided NFWF with this information in the last 12 months, you can opt out.
- The information provided on this excel form will be kept confidential, the Foundation may share its anonymized aggregate findings as appropriate with its staff, Board of Directors, funding partners, and publicly on its website or through other media.

# 2023 UPLOADS – APPLICANT DEMOGRAPHIC FORM

## APPLICANT DEMOGRAPHIC INFORMATION

As part of NFWF's goal to encourage and support diversity across the conservation projects we fund, we would like to better understand the existing diversity in our grantmaking community and in the local communities. To accomplish this task, we are asking organizations that we fund to assist us by providing basic information about their workforce demographics on this form.

As part of this effort to support diversity, we also desire to understand how our grantees engage with the communities where the projects take place and who in those communities might benefit from them. We ask for this information to be kept confidential, although the Foundation may share its aggregate findings as appropriate with its staff, Board of Directors, funding partners, and publicly on its website. not share identifying information about any particular entity or project. These anonymized aggregate data will be used by NFWF to better understand the demographic profiles of the organizations that we fund.

The information you provide will not be shared with proposal reviewers and will not be considered when making grant decisions.

**Instructions:** Complete all pertinent fields **shaded in green**. Your Human Resources Department may have some of the information requested readily available. Please be sure to complete the General Information section. If you do not know an answer, use the "don't know/not sure" option instead of guessing. If a section does not apply to your organization you may skip it. **Do not make any other changes to this form.** You may opt out of providing this information to NFWF; however, you still must upload this form to Easygrants with your application and complete the first section of the form.

**All applicants must complete this section, even if you have provided this data to NFWF in the past 12 months or are opting out for another reason.**

If you have provided this data to NFWF in the past 12 months you do not need to provide it again but you must still complete this top section of the form and submit it with your proposal.

Easygrants project # from your grant application:

Grant program name shown on the RFP:

If you are opting out, select a reason from the dropdown list in the green box:

### General Information

Date Completed:

Project Title:

Organization Full Name:

Organization EIN:

Organization Type:

Organization Size (number of employees)

Click on the green box to select from the dropdown list

Click on the green box to select from the dropdown list

### PART 1: APPLICANT ORGANIZATION - ALL EMPLOYEES (if applicable)

Please provide the following demographic information about all of your organization's employees, including senior leaders.

1. How many people currently work for your organization? (Include temporary and part-time employees in your response but do not include contractors)

Total Number:

2. How many of your employees identify as each gender?

Female:



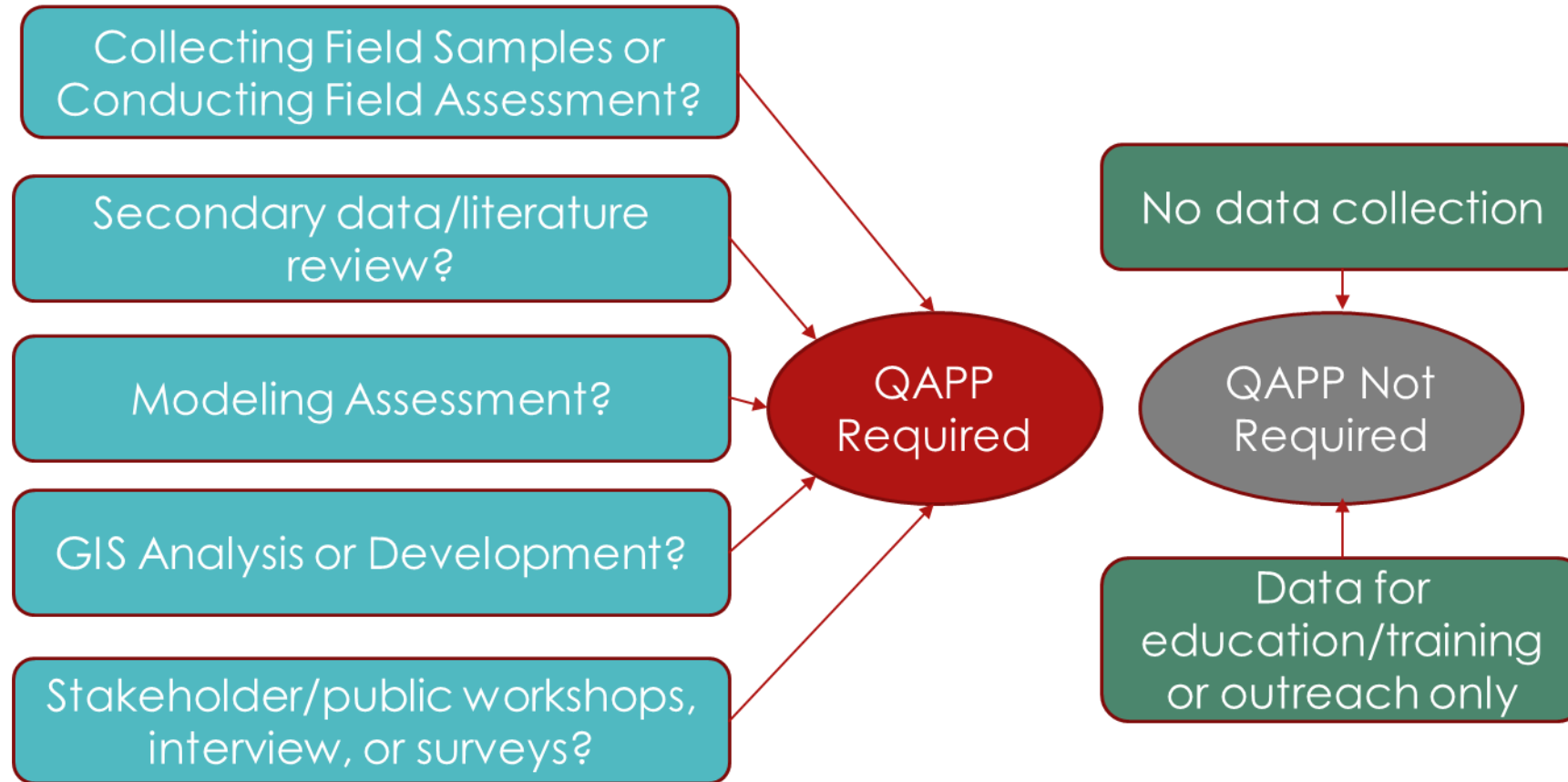
# 2023 MEB FULL PROPOSAL NARRATIVE – COMMUNITIES IMPACTED

**Communities Engaged and Impacted:** Describe the community(ies) where the project will take place and any associated target audience(s):

- A. Who will specifically benefit from the project?
- B. How were they or will they be engaged in project development and implementation?
- C. *Using the table below, provide information on key demographic and socioeconomic indicators for the community(ies) and target audience(s). Use your response to questions A or B above to provide any other representative demographic or socioeconomic data or information.*

Community(ies) and/or Target Audience(s)	Race/Ethnicity (%)	Poverty Rate (%)	Low Income (%)	Annualized Unemployment Rate (%)

# ADDITIONAL CONSIDERATIONS – QUALITY ASSURANCE



Note that data collection related to engineered practices may not need a QAPP but may be covered under a Quality Assurance Statement which requires no additional documentation

<https://www.nfwf.org/programs/chesapeake-bay-stewardship-fund/tools-current-grantees/quality-assurance>

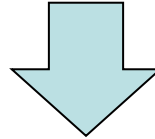
## ADDITIONAL CONSIDERATIONS – QUALITY ASSURANCE

- Applicants **can and should** budget time and resources in their MEB proposal to complete this task.
- Reimbursement for project activities, including non-data collection activities, may be delayed until quality assurance compliance requirements are complete.
- Projects that require a QAPP should budget time and resources to complete the QAPP and have it approved within the *first 3 months of the grant's period of performance*.
  - The timeline for receiving review feedback and comments and subsequent submittal for EPA approval is dependent upon the quality of the draft QAPP submission and may involve several iterations.

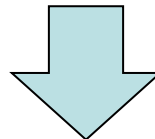


## ADDITIONAL CONSIDERATIONS – QUALITY ASSURANCE

**Prepare a draft QAPP:** Your document will be reviewed by the external QAPP consultants at Stantec. Comments are dependent upon the quality of the QAPP submission and may involve several iterations prior to submission to EPA. Each resubmission of the draft QAPP to Stantec will initiate a 30-day review and comment period.



**QAPP is technically approved and submitted to the EPA by NFWF:** EPA will have a chance to review and comment on the draft QAPP prior to providing their signature. It is our goal that QAPPs submitted to EPA receive no additional feedback and are technically sound enough to be signed by them.



**QAPP Review and Approvals:** NFWF will advise grantees concerning the status of the QAPP review (e.g. approved, requested revisions, etc.) and circulate the final, signed version. The QAPP tag restricting payment on data collection activities is removed.

# ADDITIONAL CONSIDERATIONS

- Grantees must obtain signed agreements with participating landowners prior to grant execution
- Match, while not required, is encouraged. Applicants are **strongly encouraged** to report on both traditional non-federal match, as well as “leverage” from complementary federal programs
- All conservation and restoration practices implemented through the PA-MEB program must conform to established and recognized standards and practices specifications (e.g. NRCS practice standards)



Chesapeake Bay Stewardship Fund



Chesapeake Bay Program  
Science. Restoration. Partnership.

# ADDITIONAL CONSIDERATIONS

- All applicants with active grants from NFWF **must be in good standing** in terms of reporting requirements, expenditure of funds, and quality assurance (if required).
- Applicants must demonstrate awareness and the status of all permits required to comply with federal, state or local requirements.
- When procuring goods and services, NFWF recipients must follow documented procurement procedures which reflect applicable laws and regulations.



Chesapeake Bay Stewardship Fund



# CRITICAL RESOURCES FOR DEVELOPING A NFWF APPLICATION



## DETAILED BUDGET AND NARRATIVE GUIDE

This **DETAILED BUDGET AND NARRATIVE GUIDE** contains three sections, please refer to the applicable sections. Budgets not completed according to these instructions may create significant delays in evaluation, approval and/or contracting.

SECTION I.	GENERAL GUIDELINES – Pg. 1
SECTION II.	BUDGET INPUT FUNCTIONALITY – Pg. 1
SECTION III.	BUDGETING AND NARRATIVE BEST PRACTICES – Pg. 4

I. **A complete detailed budget must be submitted with NFWF Full Proposals.** In order to complete a budget for your proposal, applicants must expand the appropriate categories and provide the information requested.

- *If you do not anticipate an expense for a category, skip that category - it is not necessary to enter a "0" value in the cost fields*
- *Try to anticipate factors that may affect the budget when developing projections and provide an explanation of those factors*
- *Matching funds should not be included in the proposal budget*

II. **In addition to the financial aspects of the budget, applicants must include category or full budget level narratives for each line item category.**

Below is a snapshot of a **COLLAPSED** blank NFWF summary budget as seen in the Grants Management System. **These categories will need to be expanded in order to add line item detail for each cost category. It can be helpful to expand only one budget category at a time.**



## Pennsylvania Most Effective Basins Grants 2023 Full Proposal Tip Sheet

### STARTING AN APPLICATION

When you are ready to begin the application process, go to [easygrants.nfwf.org](https://easygrants.nfwf.org).

- New users to the system will be prompted to register before starting their application.
- Existing users should log in using their e-mail address and password. If you have forgotten your password, please click the "Forgot your password?" link on the Easygrants login page and a reset link will be sent to you. The link expires within 24 hours of being sent.
- Once you are logged in, click the **Apply for Funding** button, and select **Pennsylvania Most Effective Basins Grants 2023** from the list of "Available Funding Opportunities".
- Complete the Eligibility Quiz and Save and Submit your response.
- If you pass the Eligibility Quiz, Easygrants will return you to your personal Easygrants Home Page. From there, click on the Full-Proposal for the **Pennsylvania Most Effective Basins Grants 2023**. Now you are ready to get started! If you do not pass the Eligibility Quiz, please contact the NFWF Program Contact identified in the RFP.

\* \* \* \* \*

The instructions below follow sequentially through each section and field in Easygrants required for this program. You may, however, complete these sections and fields in any order. **You are encouraged to use the Help feature in Easygrants for additional guidance and examples.** Additional resources for applicants, including the Indirect Cost Policy, can be

### Take Note!

- **Pop-ups:** Easygrants uses pop-up windows to display some files. Please make sure your web browser allows for pop-ups. The internet browser pop-up blocker must be disabled prior to beginning the application process. You can also try holding the Shift or Control (CTRL) key when clicking the link.
- **Cookies:** Easygrants uses cookies to maintain the session information. Please make sure that your browser and computer can accept cookies.
- **PDF:** Easygrants uses PDFs extensively. Make sure you are able to use Adobe Reader.
- **SAVING AND SUBMITTING:** Once an application has been initiated, it may be saved and then modified and submitted at a later time, up to the application deadline of **April 27, 2023, 11:59 PM Eastern Standard Time**. Please note DO NOT hit the "Submit" button until you are actually ready to submit. Once you hit submit the application is formally submitted and you may no longer make changes.



# TIMELINE FOR 2023 PA MEB GRANTS PROGRAM

<b>RFP Released:</b>	<b>Wednesday, February 16<sup>th</sup></b>
<b>Applicant Webinar:</b>	<b>Monday, February 27<sup>th</sup></b>
<b>FieldDoc Webinar:</b>	<b>Thursday, March 9<sup>th</sup></b>
<b>Proposals Due:</b>	<b>Thursday, April 27<sup>th</sup></b>
<b>Proposal Review:</b>	<b>May</b>
<b>Board Approval:</b>	<b>August</b>
<b>Award Notification:</b>	<b>August</b>
<b>Award Announcement:</b>	<b>September (estimated)</b>



Chesapeake Bay Stewardship Fund



# QUESTIONS?

## NFWF Staff Contacts:



**Jake Reilly**, Program Director  
[jake.reilly@nfwf.org](mailto:jake.reilly@nfwf.org)  
(202) 595-2610



**Joe Toolan**, Program Manager  
[joe.toolan@nfwf.org](mailto:joe.toolan@nfwf.org)  
(202) 888-1677

**Carley Morton**, Program Coordinator  
[carley.morton@nfwf.org](mailto:carley.morton@nfwf.org)  
(202) 857-0166

**Easygrants Questions**  
[easygrants@nfwf.org](mailto:easygrants@nfwf.org)

Field Liaison Contact	Email	Phone
<a href="#"><u>Kristen Saacke Blunk</u></a>	<a href="mailto:kristen@headwaters-llc.org">kristen@headwaters-llc.org</a>	(814) 360-9766
<a href="#"><u>Kristen Hughes Evans</u></a>	<a href="mailto:kristen@sustainablechesapeake.org">kristen@sustainablechesapeake.org</a>	(804) 554-3457
<a href="#"><u>Liz Feinberg</u></a>	<a href="mailto:liz.feinberg63@gmail.com">liz.feinberg63@gmail.com</a>	(610) 212-2345
<a href="#"><u>Katie Ombalski</u></a>	<a href="mailto:katie@woodswaters.com">katie@woodswaters.com</a>	(814) 574-7281

# AGENDA



**Jake Reilly**  
Program Director



**Joe Toolan**  
Program Manager

- **Welcome/Webinar Instructions**
- **2023 PA MEB Program RFP Overview**
  - Geographic Focus
  - Eligible Activities and Practices
  - Eligible Applicants and Cooperators
  - Evaluation Criteria
  - Important Additional Considerations
  - Critical Resources for Developing a NFWF Application
- **Submitting a Proposal in Easygrants**



Chesapeake Bay Stewardship Fund



# SUBMITTING A PROPOSAL IN EASYGRANTS

1. Log in with existing email and password
  - Register now if you do not have one – this will allow for time to familiarize yourself with the system
  - If you have trouble logging in, use the help feature
2. Turn off your pop-up blockers
3. Download and use the tip sheet available on the program webpage
4. You can work on the narrative offline – download the template and upload when you're finished
5. Please be as specific as possible with mapping AND providing location information on your project
6. Click save frequently
7. Input budget line-item narratives!
8. Make sure all your check marks are green; do not click SUBMIT until you are completely finished



# Step One: Create an Account



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](#)

For Technical assistance, please contact us via [e-mail](#) or phone 202-595-2497.  
[Download Adobe Reader](#)

Powered by Easygrants™ v9.5.0

# Let's try it...

**NFWF**

My Tasks - Claire Question - Home

My TasksMy GrantsProfileApply For Funding

Home

Change Password

FAQ

Log Out

To access a task below, [click the task name link in the Task column](#).  
Peer Reviewers: To view the proposal you are reviewing please click the "Third Party Review" link. Please do not click View PDF, as it will open a copy of the review you are submitting and not the proposal.

Apply for FundingView All My Tasks

My Tasks

Easygrants ID	Primary Contact/PI	Task	Program Name	Funding Cycle Name	Status	Outcome	Due Date	
62195	Question, Claire	<a href="#">Full Proposal</a>	Grants	Chesapeake Bay Small Watershed Grants Implementation 2018	Incomplete	Not Submitted	9/4/2018	<a href="#">View PDF</a>

For Technical assistance, please contact us via [e-mail](#) or phone 202-595-2497.  
[Download Adobe Reader](#)  
Powered by [Easygrants™](#) v9.5.0

**NFWF**

Chesapeake Bay Stewardship Fund

