

How to Package Multistate ATBC Projects

This is a guide for America the Beautiful Challenge 2023 applicants with projects spanning across multiple states with various state agencies and other partners.

GENERAL TIPS

- **Note when a proposal is a state or regional priority**
- Clearly articulate the multistate dynamic, the partnership and roles, the level of collaboration, and how entities will work together to implement the project(s)
- Describe both the implementation-level outcomes expected AND the broader landscape-level vision/goal
- Ensure the project(s) proposed contribute to one or more state/regional/national conservation or restoration plan
- Collect letters of support from all project partners, including all states involved and any entity providing match

PROPOSAL OPTIONS:

SINGLE PROPOSAL

MULTIPLE PROPOSALS (NEXT PAGE)

OPTION ONE: SINGLE PROPOSAL

If project partners are able to apply via one proposal using subawards (e.g., multiple state agencies included in the budget with one state as the lead applicant), then this is likely the most straightforward option for your project.

PRE-PROPOSAL STAGE

- **Clearly articulate that the project is a multistate effort with one state entity as the lead applicant and other state(s) are subawardees/subgrantees and partners in project implementation**
- Select the ATBC funding category that is most appropriate for the majority of the project - but project may include components (e.g., planning, work on National Forest land, etc.) from other funding categories
- Include simple supplemental budget information as an upload that describes how funds may be distributed among state(s)/project partners
- Answer the narrative questions for the project(s) in the proposal and ensure the larger vision of the multistate effort is articulated
- Describe in the narrative the project implementation team and partners working directly on the project(s), and also note the multistate partnership (question 5)
- Include only demographic data in the narrative for one or more of the specific project components - consider using an upload to describe the full extent of the demographics and/or community engagement if desired

FULL PROPOSAL STAGE

- Include specific budget information - list other states and partners as subawardees/subgrantees and provide funding amounts and how those costs were determined (consider uploading a detailed supplemental budget for each subaward); **ensure a reviewer can understand who will receive funds, how, and for what**
- Describe in detail in the narrative both the project implementation team and partners—and also the multistate partnership; ensure roles are clearly described for lead state applicant and subawardee/subgrantee states/partners
- Include only demographic data in the narrative for one or more of the specific project components - consider using an upload for data on the full set of projects or for any broader landscape-level engagement or community impacts expected
- Collect letters of support from the partners that describe the nature of the relationship and commitment to project implementation

OPTION TWO: MULTIPLE PROPOSALS

If project partners are unable to use subawards in their budget or other state rules limit the ability to apply together via one proposal, then this is likely the best option for your project.

PRE-PROPOSAL STAGE

- **Include the Easygrants numbers of the paired proposals in the narrative template (question 8)**
- Ensure titles, descriptions, and abstracts are as similar as possible across the paired proposals; start and end dates do not need to be consistent since separate components may be on different timelines
- Proposals can be submitted to any ATBC category and still be considered as part of the same multistate project
- Answer narrative questions as they relate to the singular application (not for the entire set of proposals), but please do provide the larger vision for the group of projects (especially in questions 2, 4, and 5)
- Describe in the narrative the specific project implementation team and partners working directly on the project—and also note the multistate partnership (question 5)
- Include only demographic data for the specific project in this proposal – not paired projects in other proposals
- Amount requested should only include the individual proposal; if the sum of paired proposals exceeds the category cap, please consult NFWF staff
- Match must be per individual proposal and cannot be used to cover other proposals

FULL PROPOSAL STAGE

- **Include the Easygrants ID numbers of the paired full proposals in the narrative template (question 11)**
- Ensure a detailed budget is in each proposal and complete budget narratives; consider using simple supplemental uploaded budgets for any subawardees
- Describe in detail in the narrative both the project implementation team and partners and also the multistate partnership (questions 6 and 7)
- Include only demographic data for the specific project in this proposal – not paired projects in other proposals; consider articulating any landscape-scale engagement or community impacts expected (you may use a supplemental uploaded document if needed)
- Collect letters of support from the partners that describe the nature of the relationship, even those submitting paired proposals

ADDITIONAL QUESTIONS?

- Contact NFWF Program Staff: Rachel Dawson (rachel.dawson@nfwf.org), Sydney Godbey (sydney.godbey@nfwf.org) and Blake Gardiner (blake.gardiner@nfwf.org)
- Contact ATBC Field Liaisons, contracted technical assistance available at no cost through Sundance (atbc_support@sundance-inc.net)

All application materials must be submitted online through NFWF's Easygrants management system. You can find more detailed instructions in our Tip Sheet.



NFWF