



# **SPRING 2023 CHESAPEAKE BAY STEWARDSHIP FUND REQUEST FOR PROPOSALS**

**Applicant Webinar**

*March 3, 2023*



# AGENDA



**Jake Reilly**  
Program Director



**Joe Toolan**  
Program Manager

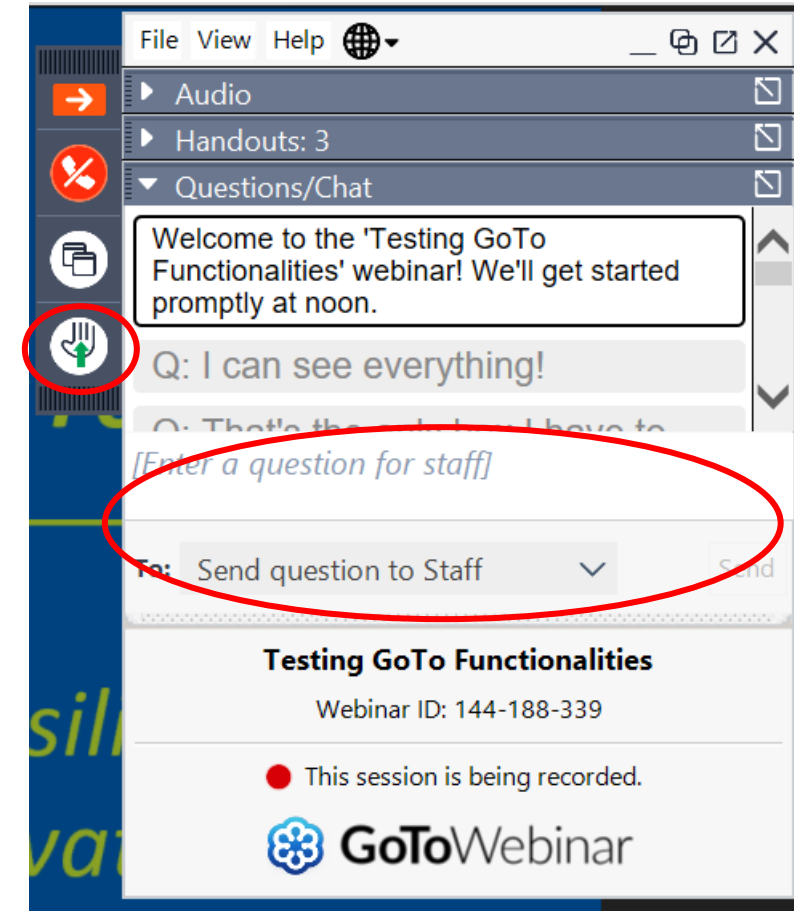
- **Welcome/Webinar Instructions**
- **2023 Spring CBSF RFP Overview**
  - Available Programs and Funding
  - Geographic Focus
  - Program Priorities
  - Eligible Applicants and Activities
  - Evaluation Criteria
  - Important Additional Considerations
  - Critical Resources for Developing a NFWF Application
- **Submitting a Proposal in Easygrants**



# 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)*



# CHESAPEAKE BAY STEWARDSHIP FUND (CBSF) OVERVIEW

NFWF's CBSF is a **pooled funding mechanism** drawing resources from federal agencies, private companies, and other foundations that provides:

- **Competitive grants programs** that support on-the-ground efforts to advance the goals and outcomes of the Chesapeake Bay Watershed Agreement, Chesapeake Bay TMDL, and NFWF's Chesapeake Bay Business Plan
- **Direct (e.g., non-competitive) grant support** for critical networking, information-sharing, and convening partners and functions that support CBSF priorities
- **Contracted technical assistance support** for prospective applicants and grantees to help them conceive of and develop competitive proposals and ensure impact and replicability of successful projects



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# 2023 SPRING CBSF RFP – AVAILABLE PROGRAMS AND FUNDING

## Small Watershed Grants

- Delivered in partnership with EPA and the Chesapeake Bay Program, for projects that promote voluntary, community-based efforts to protect and restore the diverse and vital habitats
- Up to \$25M available for Implementation and Planning and Technical Assistance Grants

## **NEW** Watershed Investment for Landscape Defense (WILD) Grants

- Delivered in partnership with FWS, for projects that conserve, steward, and enhance fish and wildlife habitats and related conservation values
- Up to \$10M available for Implementation and Planning and Technical Assistance Grants



# 2023 SPRING CBSF RFP – AVAILABLE PROGRAMS AND FUNDING

	Program			
	SWG Implementation	SWG-PTA	WILD Implementation	WILD-PTA
<b>Project Award Range</b>	\$75,000 – 500,000	Up to \$75,000	\$75,000 – 750,000	Up to \$75,000
<b>Match Requirement</b>	Encouraged, but not required	Encouraged, but not required	1:1*	Encouraged, but not required

\* Up to 50% of **WILD Implementation** grants match requirement may be met through federal match from non-Department of Interior sources.



# GEOGRAPHIC FOCUS

All projects must occur wholly **within** the **Chesapeake Bay watershed**

See **NEW** [CBSF Applicant Toolbox](#) for available resources to help applicants target proposed actions to understand and maximize outcomes and benefits for associated **Program Priorities**



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# JOINT PROGRAM PRIORITIES

**Direct and meaningful engagement** of local communities in the identification, prioritization, selection, and implementation of proposed actions

- Co-creating project with community members
- Empowering community members with knowledge and decision-making authority
- Ensuring the project team includes community members and collaborative management with the community
- Including active engagement strategies (workshops, classroom activities, field trips, volunteer opportunities)
- Addressing a specific and localized harm such as pollution, flooding, or fires
- Creating jobs in the target community or performing job training and certification
- Directly engaging in specific cultural activities with the community





# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS

## 1. Managing Agricultural and Urban Runoff

- Managing Upland Agricultural Runoff through Farm-Scale Conservation Systems and Solutions
- Managing Upland Urban Runoff through Green Stormwater Infrastructure Improvements (GSI)
- Accelerating Innovation in Watershed Management



# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS



## 2. Improving Water Quality and Stream Health Through Riparian Restoration and Conservation

- Restoring Riparian and Freshwater Habitats through Forested Buffers, Livestock Exclusion, and Stream Restoration
- Conserving High-Quality Riparian Corridors\*

# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS

## 3. Enhancing and Protecting Freshwater Habitat for Eastern Brook Trout

- Increasing Habitat Integrity and Population Viability for Eastern Brook Trout
- Conserving Upland and Riparian Forests in Eastern Brook Trout Strongholds



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# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS

## 4. Enhancing and Protecting Tidal and Estuarine Habitat

- Restoring and Conserving Wetland and Tidal Marsh Habitat for American Black Duck
- Managing Shoreline Erosion and Marsh Loss
- Restoring Large-Scale Oyster Reefs
- Restoring River Herring Habitat Connectivity



# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS

## 5. Enhancing Nature-Based Resilience for Human Communities

- Protecting and Enhancing Natural and Nature-Based Solutions to Improve Community Resilience



# PROGRAM PRIORITIES – SMALL WATERSHED GRANTS

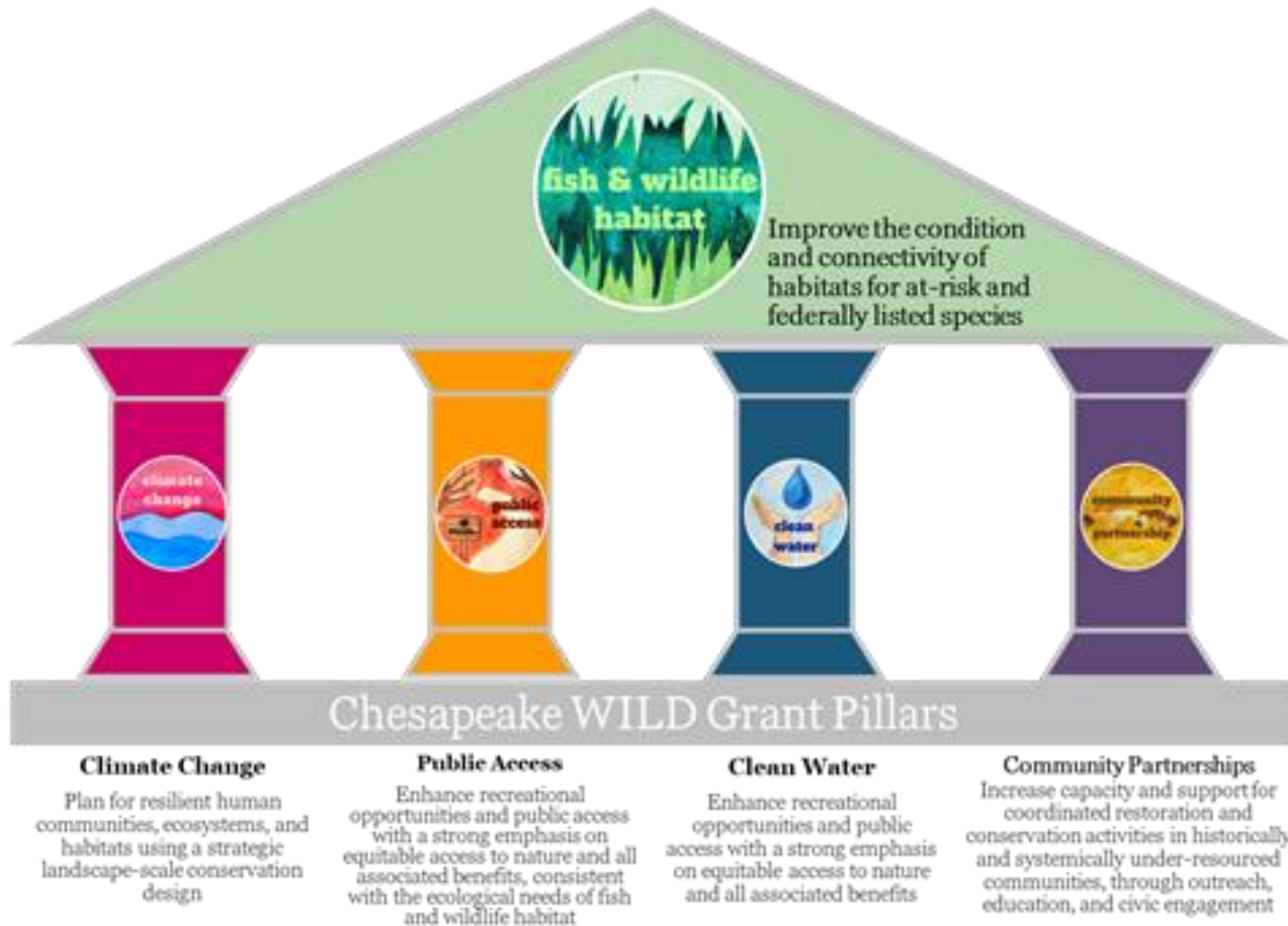
## 6. Building Capacity for Landscape-Scale Planning, Design, and Implementation

- Regional-Scale Partnership Development
- Improving Delivery of Outreach and Technical Assistance
- Assessing Local Watershed and Habitat Restoration Needs and Opportunities
- Designing and Permitting Watershed and Habitat Improvements
- Leveraging Social Science to Advance Behavior Change





# CHESAPEAKE WILD – PROGRAM BACKGROUND



# PROGRAM PRIORITIES – WILD GRANTS

## 1. Fish and Wildlife Habitats

- Increasing habitat connectivity, conservation, and restoration for *imperiled* fish and wildlife species
- Building capacity for Tribal and Indigenous conservation, stewardship, and enhancement of fish and wildlife habitat

### Imperiled Species



### Imperiled Species

Providing focus on imperiled species tracked by NatureServe, including the most important habitats for 600 Species of Greatest Conservation Need (SGCN) identified by states, Endangered Species, and many species proposed for listing under the Endangered Species Act.

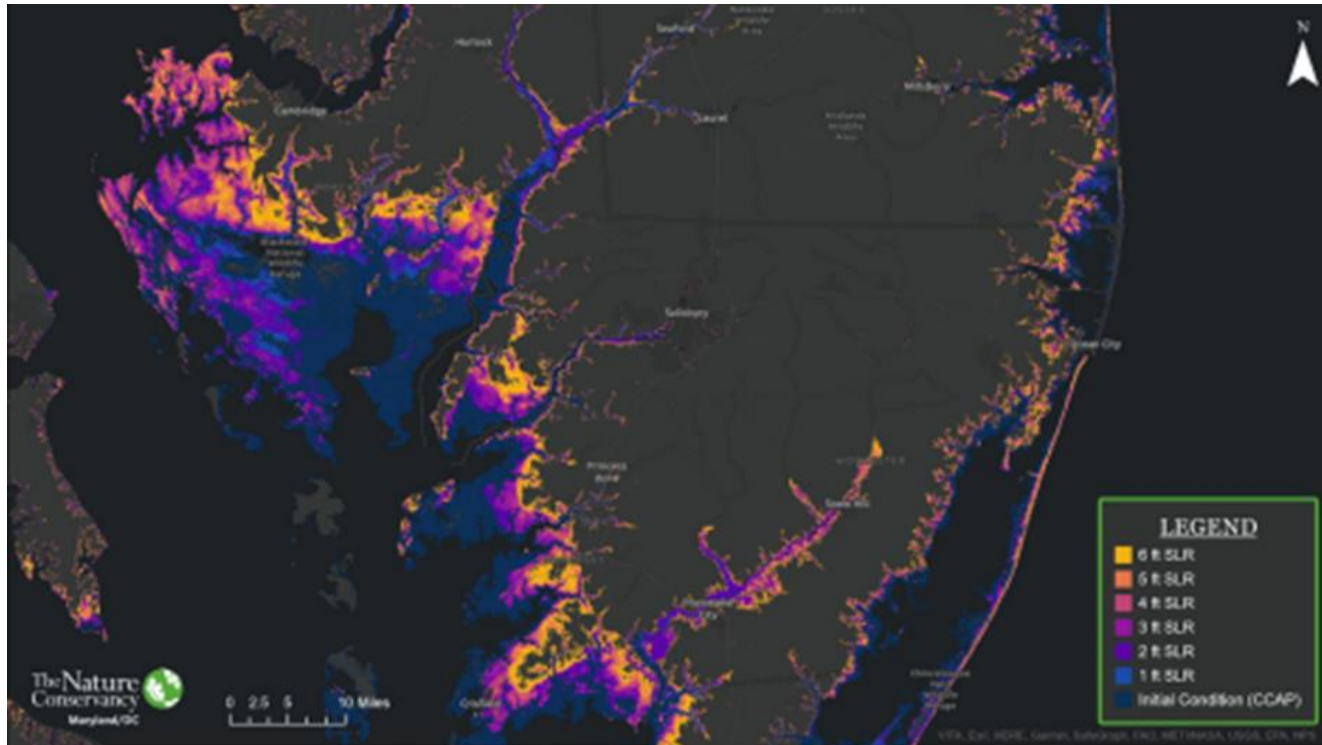


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# PROGRAM PRIORITIES – WILD GRANTS

## 2. Climate Change

- Protecting and enhancing nature-based resilience for critical habitats



*Areas along Maryland's Eastern Shore projected to be inundated in various sea-level rise scenarios.*



# PROGRAM PRIORITIES – WILD GRANTS

## 3. Community Partnership

- Building capacity for diverse partnership development
- Improving delivery of outreach and technical assistance



Chesapeake Bay Program

*Masonville Cove in Baltimore was one of the first Urban Wildlife Refuge Partnerships established in the nation, and reflects years of work by local partners to support restoration and community engagement at the cove.*



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# PROGRAM PRIORITIES – WILD GRANTS

## 4. Public Access

- Maintaining and enhancing recreational opportunities and equitable access compatible with the conservation of natural resources
- Increasing public awareness of the recreational, educational, and economic contributions made by the Chesapeake Bay and its ecosystems



Sarah Rogers/NPS

*Improving and expanding access is a key component to making recreational opportunities more equitable in the watershed.*



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# PROGRAM PRIORITIES – WILD GRANTS

## 5. Water Quality

- Improving water quality for *imperiled* fish and wildlife species



USFWS

*Freshwater mussels, like the endangered dwarf wedgemussel, make rivers and streams more hospitable for aquatic species by stabilizing the bottom, and healthier for people by filtering out polluting particles.*



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# ELIGIBLE APPLICANTS

Organization Type	Program			
	SWG Implementation	SWG-PTA	WILD Implementation	WILD-PTA
501(C) non-profit organizations	✓	✓	✓	✓
Community based organizations	✓	✓	✓	✓
Local Governments	✓	✓	✓	✓
Municipal governments	✓	✓	✓	✓
Tribal governments and organizations	✓	✓	✓	✓
K-12 educational institutions	✓	✓	✓	✓
U.S. Federal Government agencies	✗	✗	✓	✓
State Government Agencies	✗	✓	✓	✓
Institutions of higher education	✗	✓	✓	✓
Businesses	✗	✗	✗	✗
Unincorporated Individuals	✗	✗	✗	✗
International Organizations	✗	✗	✗	✗

# ELIGIBLE ACTIVITIES – LAND CONSERVATION

- ✗ EPA funding provided through the SWG Program **cannot** be used for direct land acquisition or easement costs
- ✓ FWS funding provided through the WILD Program **can** be used for direct land acquisition or easement costs



## EVALUATION CRITERIA #1 – CONSERVATION OUTCOMES

- Clear, demonstrable, and meaningful increases in on-the-ground implementation of conservation and/or restoration actions
- Delivery of planning and technical assistance products and services that meaningfully advance potential conservation or restoration actions
- Meaningful engagement of affected communities that furthers established community interests and incorporates community members and stakeholders in project activities
- Support for new and existing partnerships working to advance conservation and restoration actions in the Chesapeake Bay watershed
- Plans and approaches to implement, verify and sustain conservation and restoration actions and outcomes beyond the timeframe of the grant



## EVALUATION CRITERIA #2 – BUDGET

- Quality and level of detail in the **budget notes** and **budget narrative**
- Cost-effectiveness in achieving its proposed outcomes, considering both direct and indirect costs in the proposed budget
- Reasonability of proposed costs
- Clear indication via the budget the degree of partnership in conducting the proposed work, including funding for project partners, stakeholders, and community members, as appropriate and necessary
- Leverage by partners and other contributors through cash-, in-kind, and other sources

## EVALUATION CRITERIA #3 – TECHNICAL

- Specific goals that correlate with a clear, logical and achievable work plan, milestones, and timeline
  - All proposed projects must **begin on or after September 1, 2023** to facilitate necessary grant contracting and quality assurance activities
- 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



# METRICS



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Chesapeake Bay Stewardship Fund



## Appendix C

### Applicable Metrics

#### Chesapeake Bay Small Watershed Grants Program

Activity/Outcome	Recommended Metric*	Metric Description/Instructions
Water Quality Improvement (All)	CBSF - BMP implementation for nutrient or sediment reduction - Lbs N/P/S avoided (annually)	Use FieldDoc to develop estimates of the annual nitrogen, phosphorus, and/or sediment load reductions from your proposed project. Enter FieldDoc-generated pollutant load reduction totals in this field then upload your FieldDoc Project Summary in the "Uploads" section.
Water Quality Improvement (Select all that apply)	CBSF - BMP implementation for nutrient or sediment reduction - Acres with BMPs	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. If you're implementing load reduction practices on urban lands, report associated outcomes instead under the "CBSF - BMP implementation for stormwater runoff - Acres with BMPs" metric. Do not include cover crops, conservation tillage, enhanced cropland nutrient management, or managed grazing.
	CBSF - BMP implementation for nutrient or sediment reduction - Acres with cover crops	Enter the number of cropland acres with cover crops practices. Describe the cover crop practices in the NOTES section.
	CBSF - BMP implementation for nutrient or sediment reduction - Acres with conservation tillage	Enter the number of cropland acres with conservation tillage practices. Describe conservation tillage practices in the NOTES section.
	CBSF - BMP implementation for nutrient or sediment reduction - Acres with enhanced nutrient management	Enter the number of cropland acres with enhanced nutrient management practices other than or in addition to conservation tillage or cover crops. Describe the nutrient management practices in the NOTES section.
	CBSF - BMP implementation for nutrient or sediment reduction - Acres with managed grazing	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). Describe the grazing practices in the NOTES section.
	CBSF - BMP implementation for stormwater runoff - Acres with BMPs	Enter total drainage area treated by stormwater BMPs. If you wish to also provide the extent of specific BMPs themselves (i.e. square feet of treatment), please use the "Notes" section.



# 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**

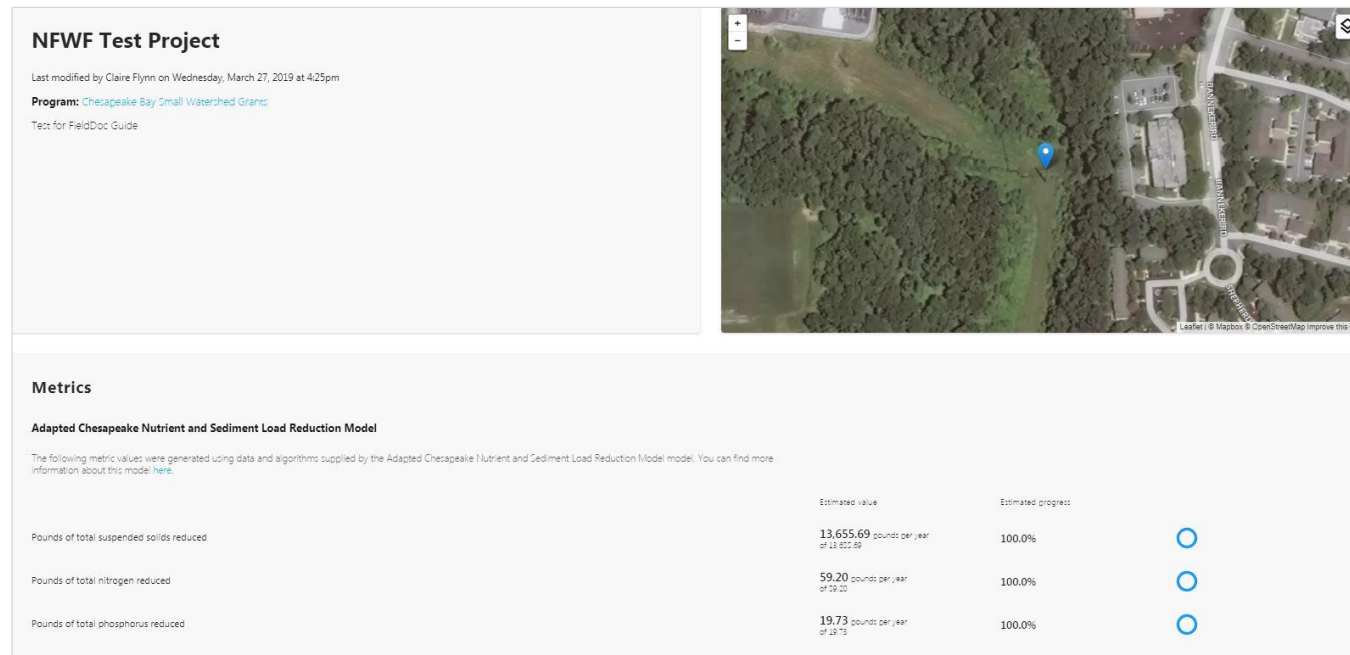




Photo Credit: Will Parson,  
Chesapeake Bay Program

Photo Credit: Will Parson,  
Chesapeake Bay Program

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  - Stream and Riparian Restoration & Conservation
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  - Tidal & Estuarine Habitat Connectivity, Conservation & Restoration
  - Public Access Improvement
  - Capacity, Outreach, Incentives
- Metrics Resources
  - FieldDoc



# Additional Resources

## CBSF QUICK REFERENCE PROJECT GUIDE

### BACKGROUND

This guide is intended to provide prospective Chesapeake Bay Stewardship Fund applicants with assistance in selecting the most appropriate grant program to apply for based on primary proposed activities.

While NFWF does not require consultation prior to application, we strongly encourage interested applicants to contact NFWF staff or its contracted field liaisons to discuss their proposed project, gather constructive feedback in developing a competitive proposal, and to obtain guidance on the most appropriate program and funding opportunity for project consideration. Interested applicants may schedule virtual project consultations with NFWF staff [here](#).

### SELECTING THE RIGHT PROGRAM

Project Type		Program
Watershed Restoration and water quality improvement projects with a primary goal...	...to reduce nutrient and sediment pollution to the Chesapeake Bay or other pollutants of concern affecting local human communities	Small Watershed Grants Program
	... of improving habitat or addressing threats for imperiled species	Chesapeake WILD Grants Program
Improving Habitat connectivity, conservation, and restoration for the benefit of...	... species identified in the 2014 Chesapeake Bay Watershed Agreement and NFWF's Chesapeake Bay Business Plan (e.g., Eastern brook trout, American black duck, eastern oyster, or anadromous fish species)	Small Watershed Grants Program
	... other imperiled species	Chesapeake WILD Grants Program



Updated February 2023





# 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 (for EPA funds only via the SWG Program)



Chesapeake Bay Stewardship Fund





## 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



## 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:



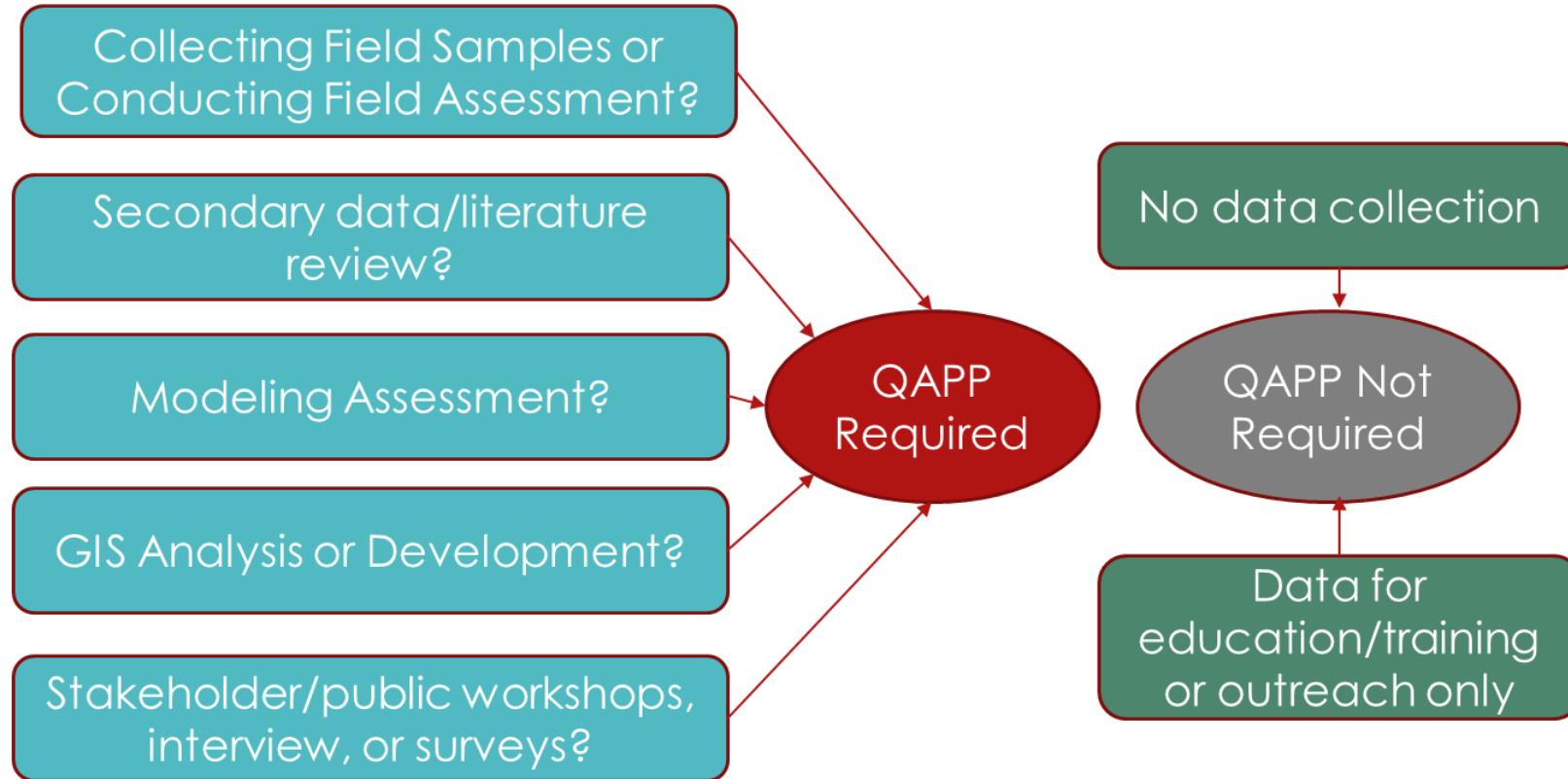
# FULL PROPOSAL NARRATIVE – COMMUNITIES IMPACTED

**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>

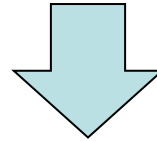
## ADDITIONAL CONSIDERATIONS – QUALITY ASSURANCE

- 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.

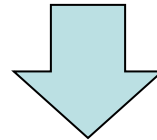


## ADDITIONAL CONSIDERATIONS – QUALITY ASSURANCE

**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

- 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.



# CRITICAL RESOURCES FOR DEVELOPING YOUR 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.

- |                     |  |
|---------------------|--|
| <b>SECTION I.</b>   | GENERAL GUIDELINES – Pg. 1                     |
| <b>SECTION II.</b>  | BUDGET INPUT FUNCTIONALITY – Pg. 1             |
| <b>SECTION III.</b> | 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.**



## Chesapeake Bay Small Watershed Grants - Implementation 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 **Chesapeake Bay Small Watershed Grants - Implementation 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 **Chesapeake Bay Small Watershed Grants - Implementation 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 accessed on the NFWF website by clicking [here](#). Use the Quick Launch box on the left hand side of the screen to locate your desired information.

### 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 20th, 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.



## PROGRAM TIMELINE

<b>RFP Released:</b>	<b>Wednesday, February 8<sup>th</sup></b>
<b>Applicant Webinar:</b>	<b>Friday, March 3<sup>rd</sup></b>
<b>FieldDoc Webinar:</b>	<b>Thursday, March 9<sup>th</sup></b>
<b>Proposals Due:</b>	<b>Thursday, April 20<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>



# QUESTIONS?

## NFWF Staff Contacts:



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(202) 857-0166

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

Field Liaison Contact	Email	Phone	Sector Expertise
<a href="#">Kristen Saacke Blunk</a>	<a href="mailto:kristen@headwaters-llc.org">kristen@headwaters-llc.org</a>	(814) 360-9766	• All Sectors
<a href="#">Kristen Hughes Evans</a>	<a href="mailto:kristen@sustainablechesapeake.org">kristen@sustainablechesapeake.org</a>	(804) 554-3403	• Agricultural Conservation
<a href="#">Liz Feinberg</a>	<a href="mailto:liz.feinberg63@gmail.com">liz.feinberg63@gmail.com</a>	(610) 212-2345	• All Sectors
<a href="#">David Hirschman</a>	<a href="mailto:dave@hirschmanwater.com">dave@hirschmanwater.com</a>	(434) 409-0993	• Stormwater/Urban Sector
<a href="#">Katie Ombalski</a>	<a href="mailto:katie@woodswaters.com">katie@woodswaters.com</a>	(814) 574-7281	• Agricultural Conservation • Freshwater Restoration

# AGENDA



**Jake Reilly**  
Program Director



**Joe Toolan**  
Program Manager

- **Welcome/Webinar Instructions**
- **2023 Spring CBSF RFP Overview**
  - Available Programs and Funding
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  - Important Additional Considerations
  - Critical Resources for Developing a NFWF Application
- **Submitting a Proposal in Easygrants**





# 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](#)

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# Let's try it...

 **NFWF**

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### 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>

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