



## Central Appalachia Habitat Stewardship Program 2025: Full-proposal Project Narrative

**Instructions:** Save this document on your computer and complete the narrative in the format provided. The narrative may not exceed eight (8) pages, and smaller grants with fewer partners may be as few as five pages. Retain the outline format below, but you may delete the instructions associated with each element. Once complete, upload this document into the on-line application as instructed.

1. **Objectives:** Describe the project's specific objectives and anticipated results. (approx. 1/2 page)

Then on the table below, list the major conservation actions, performance metrics, habitat type(s), and species benefitting. The performance metrics should be consistent with the Metrics section of your online application. Only include species that will **directly** benefit from the project. Do not list every species that will **indirectly** benefit.

Conservation Activity	Performance Metric	Habitat Type	Species Benefitting
e.g., culvert replacement	15 miles of stream opened	Cold, headwater stream	brook trout

2. **Project Priority:** Briefly explain why this project is a priority, including: why it is a priority at this time, why the location is a priority and why the proposed approach is a priority for addressing the need. (approx. 1/2 page)
3. **Conservation Plan Context:** Describe 1) how the project relates to a local or regional conservation initiative or plan, and 2) whether this project is a continuation or expansion of an existing project and provide information on the status and results/outcome of the previous work. (approx. 1/2 page)
4. **Project Partner Qualifications and Roles.** In the table below, provide a concise description of project partners and their roles, including: a) the name, title and organizational affiliation of each individual or organization engaged in delivering the project, including the applicant and all partners, collaborators, contractors, etc., b) each individual or organization's qualifications and experience relevant to delivery of the project; and c) each individual or organization's specific role and responsibilities in delivery of major project activities. If a contractor is yet to be determined, list the qualifications and experience sought for the appropriate role and responsibility. Add/delete rows as necessary. (Approx. 1/2-1 page)

Name, Title, Organization	Qualifications/Experience	Role/Responsibilities
e.g., Sue Smith, Director of Public Works, Town of Fishhaven	10 years overseeing road and bridge maintenance projects as project manager and director	Procurement of contractor and contractor oversight for culvert replacement projects

5. **Methodology or Approach:** Describe the project’s methodology or approach, including, as appropriate, the project’s approach to landowner engagement, delivering technical assistance, engaging technical experts in project design and delivery, on-the-ground project implementation, project maintenance and long-term stewardship. (approx. 1-2 pages)
6. **Work Plan and Timeline:** Complete the table below, including a description of each major activity to be undertaken, the schedule for implementation of each major activity, and the partner organization with primary responsibility for each major activity. (approx. 1 page)

[illegible]

7. **Monitoring and Measuring Performance:** Describe how progress toward objectives will be monitored and measured, including how the project will verify and document quantifiable results. (approx. 1/2 page)
8. **Community Impact:** Describe 1) the community(ies) where the project will take place and who will benefit from the project, and 2) how community members were or will be engaged in project development and implementation. (approx. 1/2 page)
9. **NRCS Coordination:** If your project is engaging private landowners on projects that are intended to benefit Working Lands for Wildlife species including golden-winged warbler, eastern hellbender and/or northern bobwhite describe how the proposal is in alignment with NRCS goals and priorities in the relevant state(s). Describe any coordination efforts with the NRCS State Conservationist or state and/or field office staff. Indicate whether any of the new or existing positions funded through the proposal are intended to be co-located in USDA offices, and whether USDA has approved co-locating the positions if the proposal is funded. (approx. 1/2 page)