Delaware Watershed Conservation Fund 2019 Conservation Action Grants:
Full-proposal Project Narrative Template

Instructions: Save this document on your computer and complete the narrative in the format provided. The narrative may not exceed ten pages, and smaller grants with fewer partners may be as few as five pages. Please retain the outline format below, but you may delete the instructions associated with each element. Once complete, upload this document into the online application as instructed.

A. **Project Priority:** Briefly explain the need and strategic importance of implementing the project in the specific location at this particular time—and why the proposed approach is appropriate for addressing the need. Please indicate which Delaware River Basin Restoration Partnership and Program Framework Strategic Program Area (or Areas) and any Cross Program Activities the project will address.

B. **Project Context:** Explain why this project is important and prudent in its geographic/landscape context. Describe if and how the project relates to any local or regional habitat or watershed initiatives or plans. Indicate whether this project is a continuation, expansion or aggregation of an existing project and provide information on the status and results/outcome of the previous work.

C. **Objectives and Methods:** Describe the project's specific objectives (or goals) relevant to Framework strategies; detail proposed methods to achieve those objectives. List anticipated outputs and outcomes; describe expected benefits to habitats and communities. Note specifically how Cross Program Activities embedded in the project will contribute to achieving objectives.

D. **Partner Justification:** Describe how all partners necessary to ensure efficient project success have been engaged. Describe the strength, qualifications and nature of the contribution of the applicant (including expert staff) and other collaborating organizations to the project. Clearly describe nature of landowner/site manager engagement and support for the project. Indicate whether the proposed project has been reviewed by or otherwise involves the participation of appropriate local, state or federal government agencies, and whether the project leverages resources provided by those agencies.

E. **Work Plan:** Provide a detailed work plan, using template below if needed, including: an overall statement of the project's methodology or approach; a description of each major activity to be undertaken (including any long-term project maintenance and stewardship); the parties responsible for each activity; a schedule for completion of each activity; and an expected result of the activity. For each activity, explain any technical, planning and design expertise that will be utilized. Include any supplemental information in narrative format. Applicants may upload larger work plans separately in the "Other Documents" section if space is needed.

Statement of overall project methodology or approach:			
Activity	**Responsible Party**	**Time Period (express in months, quarters, etc.)**	**Expected Result of Activity (outputs)**

F. **Monitoring and Measuring Performance:** Describe how progress toward objectives will be evaluated, including how applicants will verify and document quantifiable results and impact, especially those related to the metrics selected for the project. Describe if and how applicants have considered existing monitoring infrastructure and local, on-going monitoring efforts for the assessment of the success of their project. Note, also, how applicant will provide project oversight to ensure timeliness and completeness.

G. **Dissemination and Transferability of Results:** Describe how the results of the project will be transferred to other parts of the Delaware River Watershed or integrated into broader policies and programs to restore and conserve the watershed. Note if results are applicable or informative outside the watershed. Describe how results will be communicated to appropriate audiences. Describe the particular methods, techniques and/or findings of this project that can best be used by others.