

2015 Application Workshop  
**SALMON RECOVERY  
FUNDING BOARD**

Lower Skykomish

## Today: Online SRFB webinar

- General program policies and procedures
  - Manual 18
- Application Process and Requirements
- Recent changes.
- PRISM on-line application format

## Information Available on RCO Web site

- Overview of RCO Requirements based on Project Type:
  - Acquisition, restoration, ADA, etc.
- Other RCO Grant Programs Available in 2015

# APPLICATION WORKSHOP AGENDA

Agency & SRFB  
Overview

Grant Requirements

2015 Grant Process

Eligible Projects

2015 Application

Project Expectations

Technical Assistance

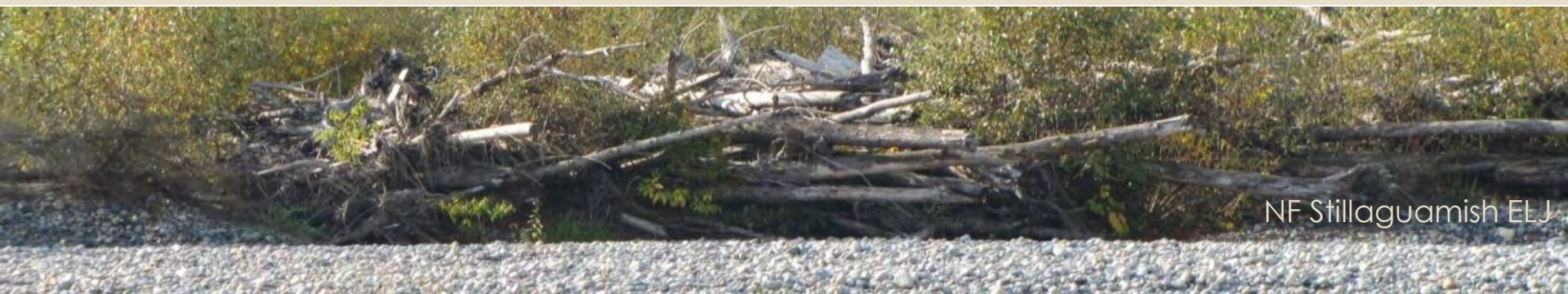
PRISM

Questions



# WORKSHOP OUTCOMES

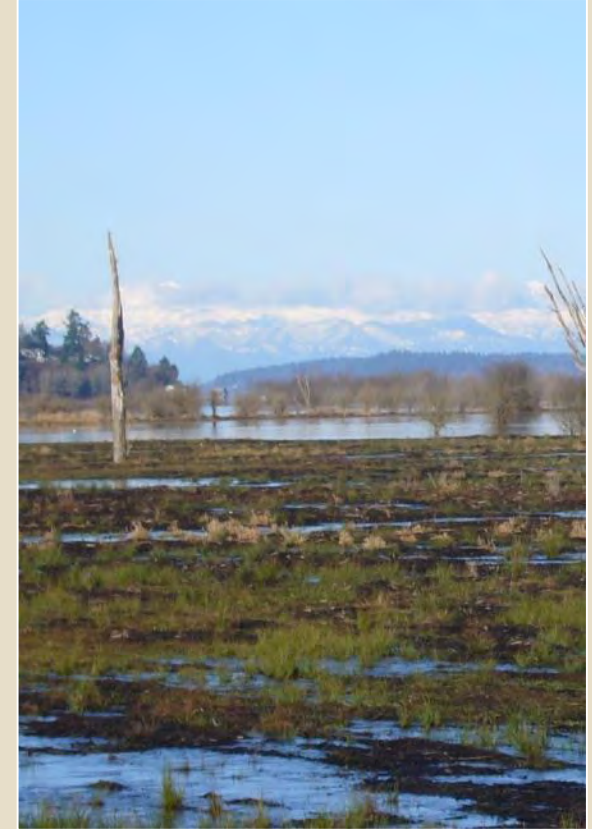
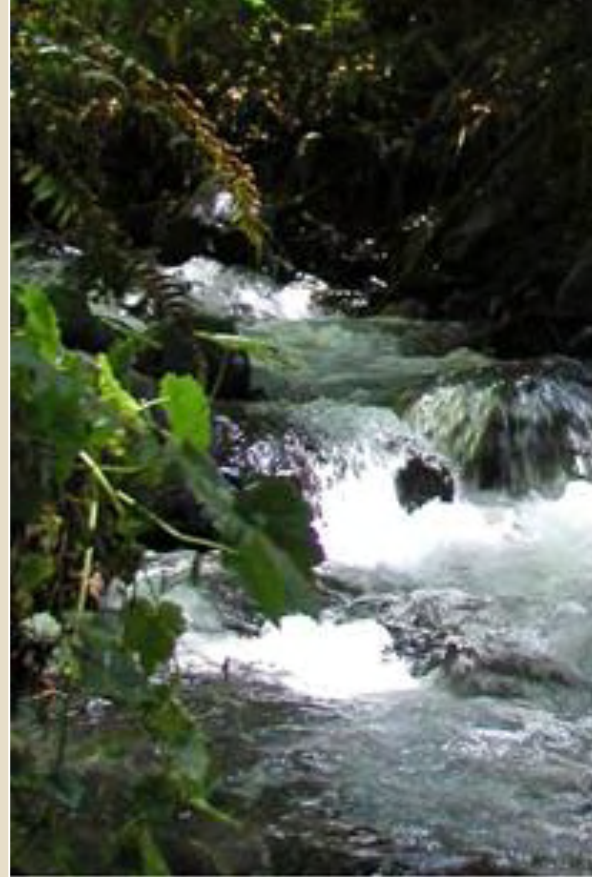
1. Know RCO's role.
2. Become familiar with SRFB grant application & project review process.
3. Be up-to-date on recent changes to grant process.
4. Know where to find key information.
5. Understand how Grant Managers can assist you.
6. Note important deadlines.
7. Be able to develop & submit a complete application.



# TWO GRANT SECTIONS

## Recreation & Conservation

## Salmon Recovery



Recreation and Conservation Funding Board

Salmon Recovery Funding  
**Board & Governor's**  
Salmon Recovery Office

## ✓ **Aquatic Lands Enhancement Account (ALEA)**

- Boating Facilities Program (BFP)
- Boating Infrastructure Grant Program (BIG)

## ✓ **Estuary and Salmon Restoration Program (ESRP)**

## ✓ **Family Forest Fish Passage Program (FFFPP)**

- Firearms and Archery Range Recreation Program (FARR)
- Land and Water Conservation Fund (LWCF)
- Non-highway and Off-Road Vehicle Activities Program (NOVA)
- Recreational Trails Program (RTP)

## ✓ **Salmon Recovery Funding Board (SRFB)**

## ✓ **Washington Wildlife and Recreation Program (WWRP)**

## ✓ **Puget Sound Acquisition and Restoration (PSAR)**

# TYPES OF GRANTS AVAILABLE

## Salmon Recovery

Projects promote salmon recovery & part of a recovery plan or local strategy

## Recreation

Such as parks, trails, water access sites

## Conservation

Such as habitat acquisitions, restoration work

## Acquisition

## Planning

## Restoration

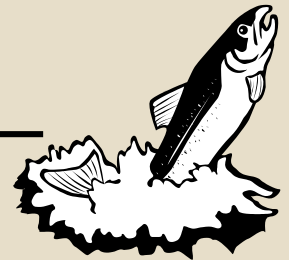
Development

Education

Education and Enforcement

Maintenance

## Combination



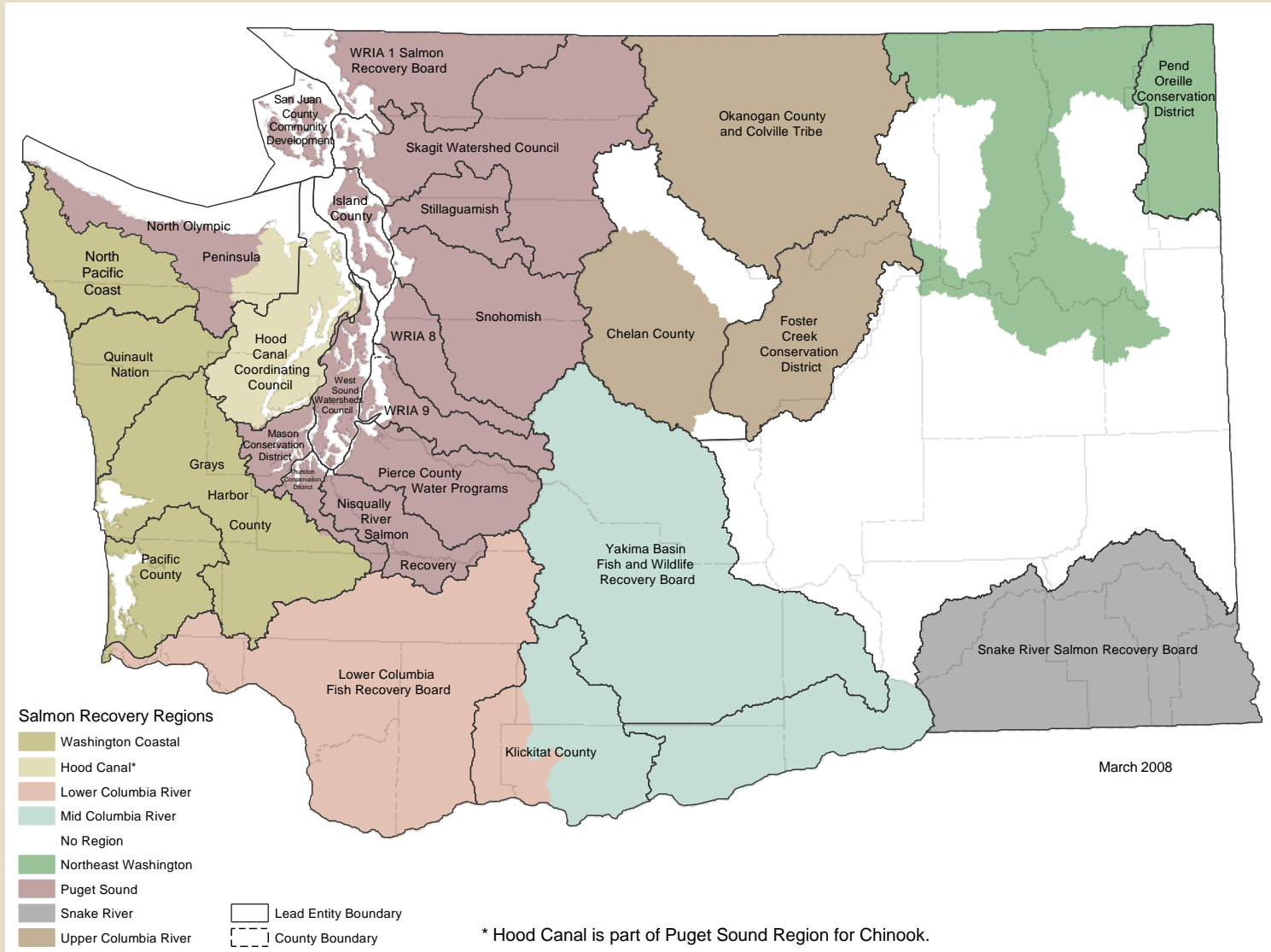
# SALMON RECOVERY REGIONS

Washington Coast  
Hood Canal  
Puget Sound  
Lower Columbia  
Middle Columbia  
Upper Columbia  
Snake River  
Northeast  
Washington





# SALMON RECOVERY LEAD ENTITIES



## 5 Non-Voting Natural Resource Agency Representatives

(WDFW, DOT, DNR, Ecology, Conservation Commission)

## 5 Voting Citizen Members

David Troutt, Chair (Dupont)

Phil Rockefeller (Bainbridge Is)

Nancy Biery (Quilcene)

Robert Bugert (Wenatchee)

Sam Mace (Spokane)



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WASHINGTON STATE  
Recreation and  
Conservation Office

Home | About the Boards | About RCO | Boating Maps | Search...

Grants | Recreation | Biodiversity | Conservation | Salmon Recovery | Invasive Species | Project Search | Documents

## Grant Application Materials

### Index

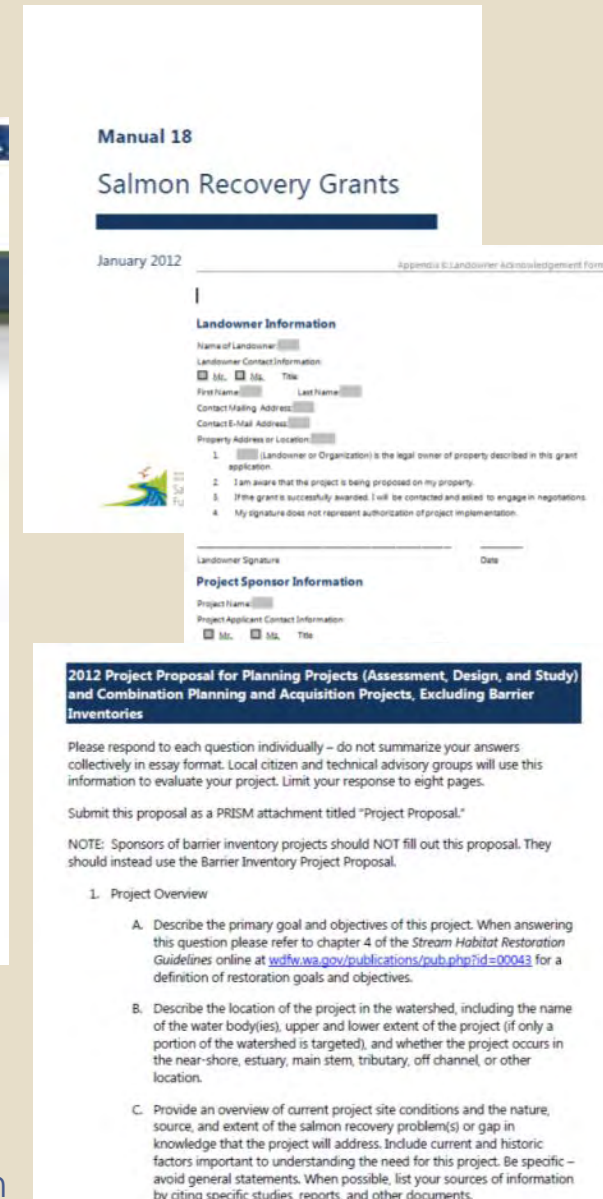
- [Acquisition Project Toolkit for Grant Sponsors](#)
- [Aquatic Lands Enhancement Account Program \(ALEA\)](#)
- [Boating Facilities Program \(BFP\)](#)
- [Boating Infrastructure Grants Program \(BIG\)](#)
- [Farmland Preservation](#)
- [Firearms and Archery Range Recreation \(FARR\)](#)
- [Family Forest Fish Passage Program \(FFPPP\)](#)
- [Land and Water Conservation Fund \(LWCF\)](#)
- [Nonhighway and Off-Road Vehicle Activities Program \(NOVA\)](#)
- [Recreational Trails Program \(RTP\)](#)
- [Salmon Recovery](#)
- [Washington Wildlife and Recreation Program \(WWRP\)](#)
- [Youth Athletic Facilities \(YAF\)](#)
- [Other Grant Application Resources](#)

### Our Documents

Unless otherwise indicated, all documents are in Adobe Acrobat format. To obtain a free reader click on the Adobe Acrobat link below.

[Download Adobe Acrobat Reader.](#)

Report broken links to the webmaster.



## Manual 18

### Salmon Recovery Grants

January 2012

Appendix B: Landowner Acknowledgment Form

#### Landowner Information

Name of Landowner: \_\_\_\_\_

Landowner Contact Information:  
 Mr.  Ms.  Title: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Contact Mailing Address: \_\_\_\_\_

Contact E-Mail Address: \_\_\_\_\_

Property Address or Location: \_\_\_\_\_

- \_\_\_\_ (Landowner or Organization) is the legal owner of property described in this grant application.
- I am aware that the project is being proposed on my property.
- If the grant is successfully awarded, I will be contacted and asked to engage in negotiations.
- My signature does not represent authorization of project implementation.

Landowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Project Sponsor Information

Project Name: \_\_\_\_\_

Project Applicant Contact Information:  
 Mr.  Ms.  Title: \_\_\_\_\_

### 2012 Project Proposal for Planning Projects (Assessment, Design, and Study) and Combination Planning and Acquisition Projects, Excluding Barrier Inventories

Please respond to each question individually – do not summarize your answers collectively in essay format. Local citizen and technical advisory groups will use this information to evaluate your project. Limit your response to eight pages.

Submit this proposal as a PRISM attachment titled "Project Proposal."

NOTE: Sponsors of barrier inventory projects should NOT fill out this proposal. They should instead use the Barrier Inventory Project Proposal.

- Project Overview
  - Describe the primary goal and objectives of this project. When answering this question please refer to chapter 4 of the *Stream Habitat Restoration Guidelines* online at [wdfw.wa.gov/publications/pub.php?id=00043](http://wdfw.wa.gov/publications/pub.php?id=00043) for a definition of restoration goals and objectives.
  - Describe the location of the project in the watershed, including the name of the water body(ies), upper and lower extent of the project (if only a portion of the watershed is targeted), and whether the project occurs in the near-shore, estuary, main stem, tributary, off channel, or other location.
  - Provide an overview of current project site conditions and the nature, source, and extent of the salmon recovery problem(s) or gap in knowledge that the project will address. Include current and historic factors important to understanding the need for this project. Be specific – avoid general statements. When possible, list your sources of information by citing specific studies, reports, and other documents.

What are the general requirements?

Who is eligible to apply?

What are the landowner requirements?

What are the match requirements?

How are grant funds paid?

If funded, when could we start?

What strings are attached?



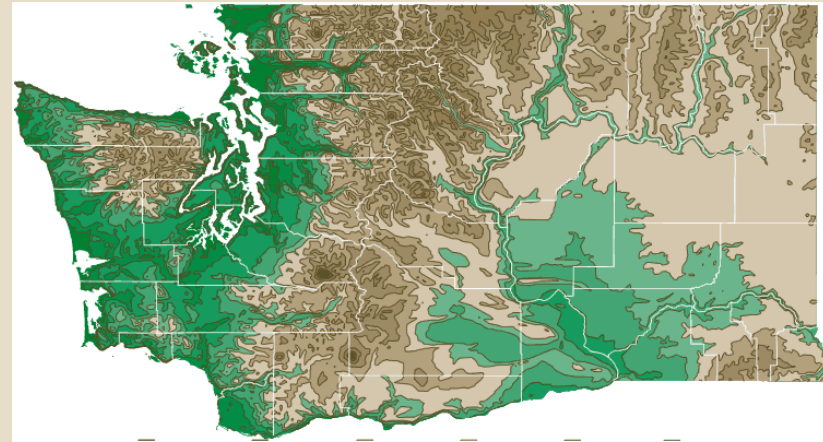
## Projects must:

- Protect/restore salmon habitat
- Address lead entity strategy or regional recovery plan
- Commit to 10 years of stewardship
- Complete activities in 2-3 yrs
- Apply via lead entities in PRISM
- Request at least \$5k
- Maximum request = LE allocation
- Provide 15% match (w/exceptions)



# SRFB ELIGIBLE APPLICANTS

- Cities
- Counties
- Conservation Districts
- Lead Entities
- Native American Tribes
- Non-Profit Organizations
- Private Landowners
- Regional Fisheries Enhancement Groups
- Special Purpose Districts
- State Agencies (need local partner w/ project contribution)



## At Application:

- Sponsor Ownership OR
- Landowner Acknowledgement Form

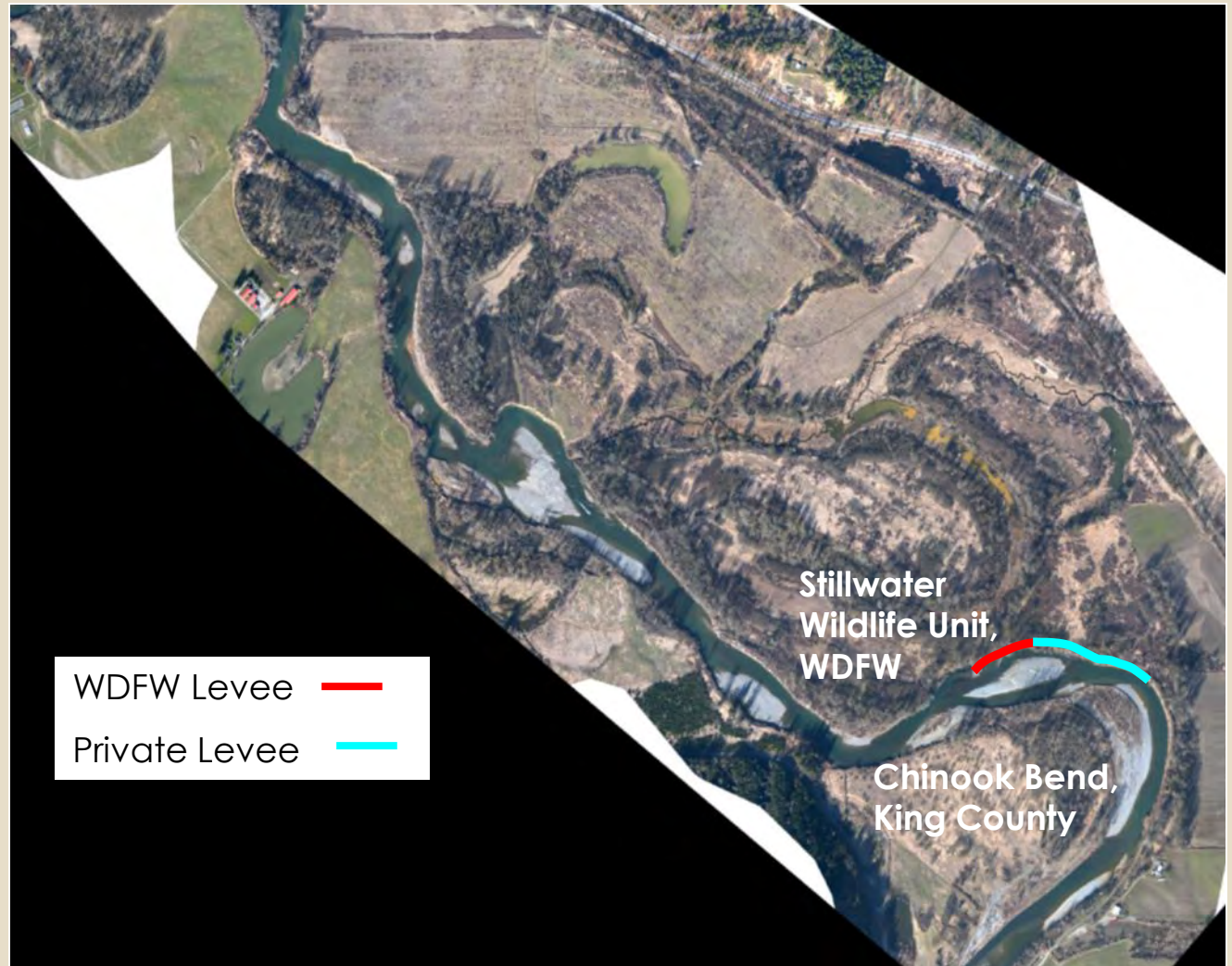
## Before Construction:

- Landowner Agreement Form





Contact  
agency  
real estate  
staff to  
confirm  
project  
won't  
conflict with  
required  
public uses

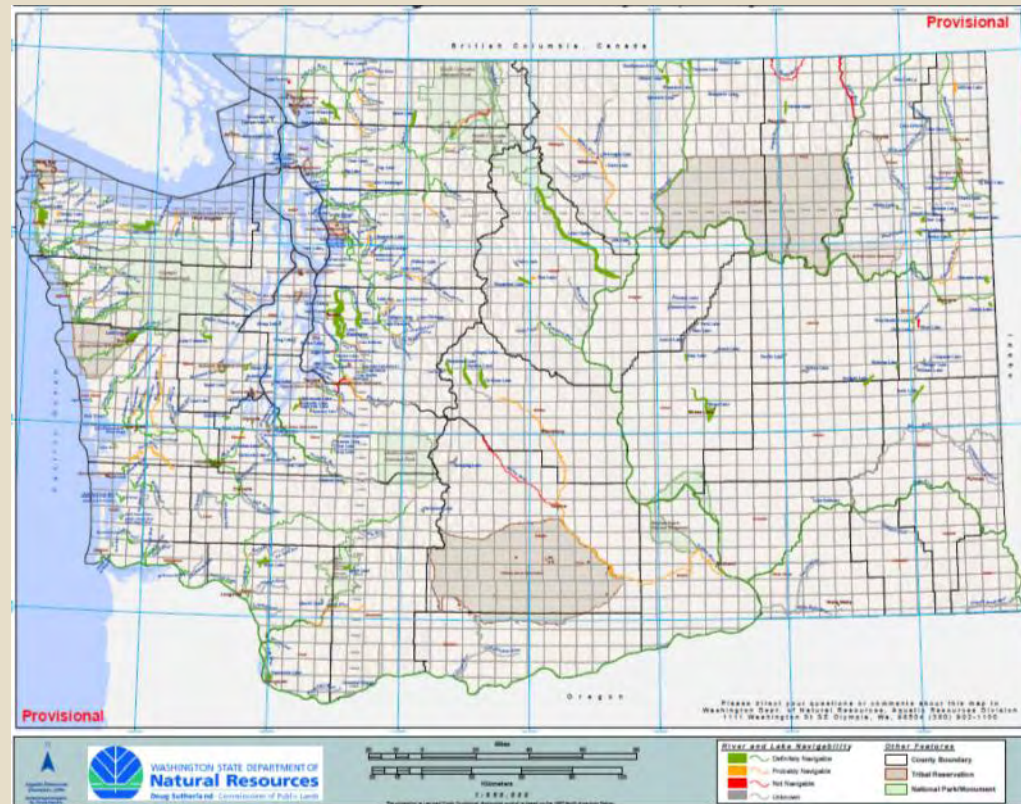


## In-water projects:

- Consult DNR Aquatic Land Manager early!
- Determine if on State Owned Aquatic Land (SOAL)

## If on SOAL, work with DNR:

- Need landowner acknowledgement form with final application deadline
- Need legal authorization to use SOAL (example: use agreement, right of way, easement)



## What is match?

- Sponsor's share of the project
- Eligible activities
- In project agreement's scope of work

## When is match needed?

- Commit to in project agreement
- If not already provided, reimbursements deduct % sponsor match



Smith Island,  
Snohomish River (top)  
Flood Fencing,  
Skykomish River (bottom)

## What counts as match?

- Appropriations/Cash/Bonds
- Other local, state, or federal grants (including WWRP)
- Sponsor's equipment & labor
- Corrections' Labor
- In-Kind & Cash Donations  
Equipment, Land, Labor, Materials,  
Property Rights, Professional  
Services



## What can't count as match?

- Some NFWF Community Salmon Funds
- Other SRFB or PSAR grants
- Mitigation Activities or Funds



## 15% match exceptions?

- No match for some design-only projects
- Higher match for Large Forest Landowners



Reimbursement only

Pre-agreement costs NOT eligible, except:

- Property acquired under RCO waiver
- Design, engineering and some construction materials.

Retainage held until complete



## Ready to implement?



## Can it be completed 2-3 years from SRFB approval?

Acquisitions are forever

Restorations require at least 10 years stewardship

## Compliance Issues Arise if

- Not following Landowner Agreement or Stewardship Plan
- Incompatible Use
- Exceptions:
  - Fire, Act of Nature
  - Extreme Vandalism
  - Obsolescence





Agency & SRFB  
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# 2015 REGIONAL SRFB ALLOCATION

Regional Area	Percent	Last Year's (2014) Grant Round Funding
Coastal	9.00%	\$1,620,000
Hood Canal (summer chum)	2.35%	\$423,000
Lower Columbia	15.00%	\$2,700,000
Mid-Columbia Region	9.87%	\$1,776,600
Northeast	2.00%	\$360,000
Puget Sound	42.04%	\$7,567,200
Snake Region	8.88%	\$1,598,400
Upper Columbia	10.85%	\$1,953,000
Total		\$18,000,000

## 3 Concurrent Processes

### Lead entity

- Consistency with local and regional strategy; Technical review and → Project Ranking

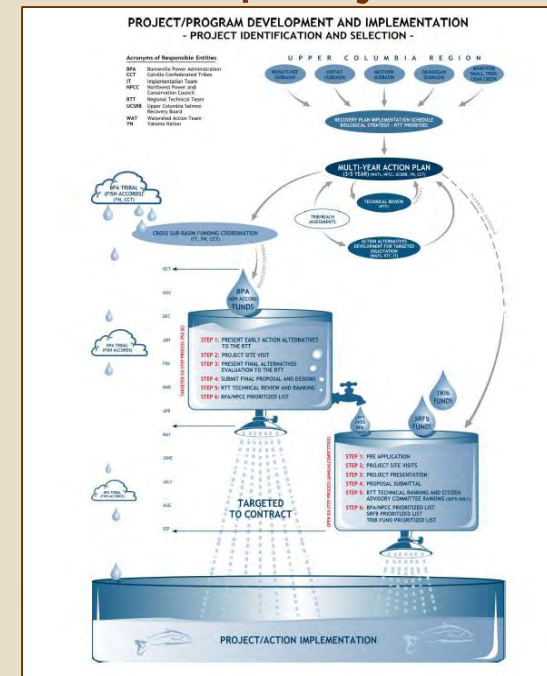
### SRFB staff

- Project and Sponsor Eligibility

### SRFB Review Panel

- Technical review of salmon benefits and likelihood of success

- Provide PRISM application # via HWS
- Coordinate local review process to rank projects
- Ensure projects are
  - Consistent with recovery plan/ strategy
  - Technically sound
  - Valid match
- Schedule site visits
- Ensure complete applications
- Ensure timely response to review comments



- Review project eligibility
- PRISM & application process assistance
- Prepare sponsors for implementation
- Site visits
- Monitor progress of projects
- Approve reimbursement requests
- Review designs, assessments, acquisition materials
- Conduct final inspection & close project



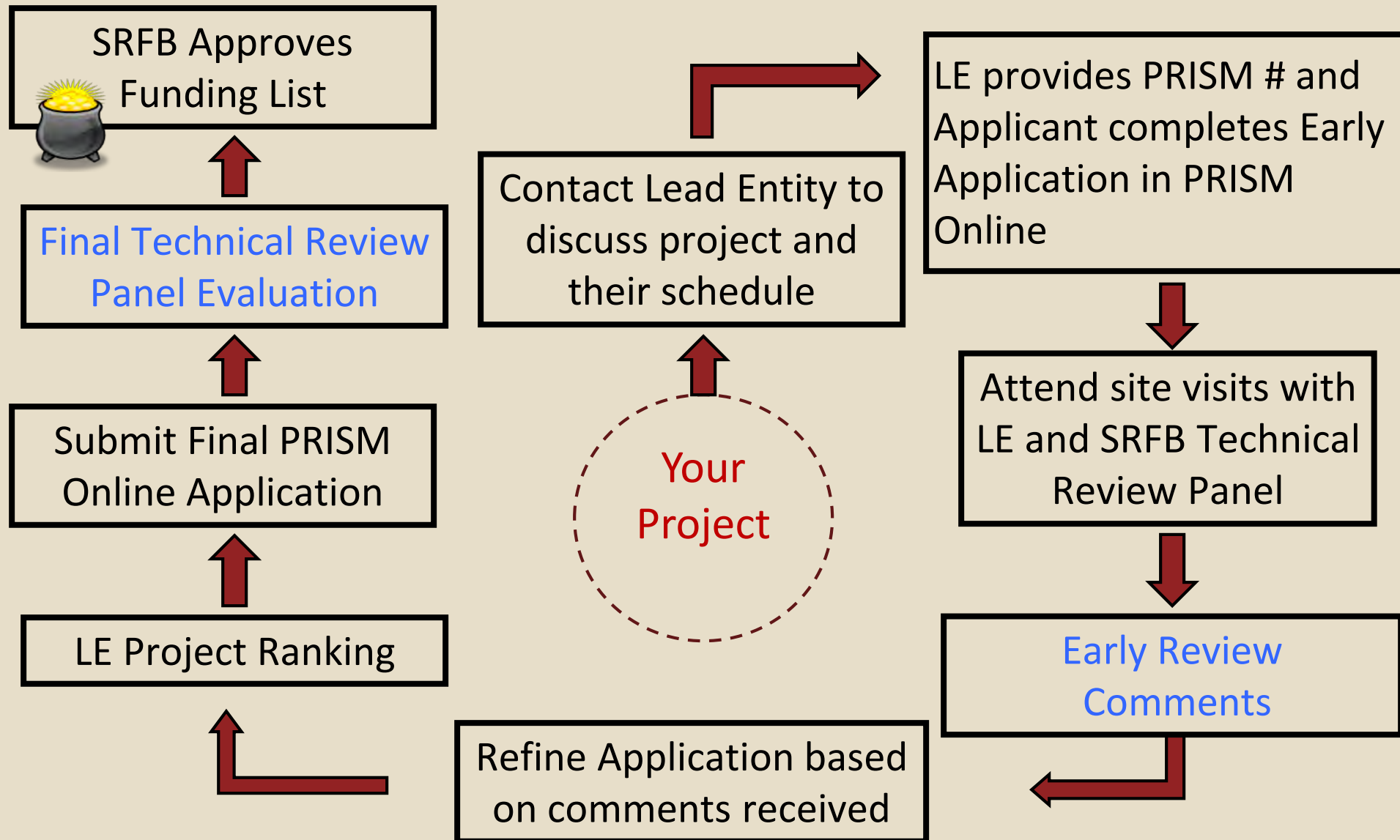
Clear Fork,  
Cowlitz River

# TECHNICAL REVIEW PANEL ROLE

- Technical application review & feedback:
  - Recommendations to Applicant:
    - To maximize benefits to salmon
    - To maximize certainty of success
  - Recommendations to SRFB:
    - To inform funding decisions
- As needed:
  - Review designs
  - Review Project Amendments



# SRFB EVALUATION PROCESS



## Your Lead Entity Process is Paramount

*Know the LE Schedule! Meet the LE Deadlines!*

---

Draft applications due at least **3 weeks prior** to site visit.  
Dates vary by Lead Entity.

**August 14:**

**Final Applications Due**

**October 2:**

**Review Panel Comment Forms**

**October 13:**

**Response to Comment Forms Due**

**October 26-28:**

**Regional Meetings**

**November 18:**

**Funding Recommendations to SRFB**

**December 9-10:**

**SRFB Awards Funding**





Agency & SRFB  
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Planning  
Acquisition  
Restoration  
Combination



## NOT Eligible:

- Land Lease
- Site Specific or Permit Mitigation Requirements
- Indirect Costs
- Monitoring
- Operating, Overhead, Etc.
- Hatchery Operation/Construction
- Purchase of Buildings or Land not essential.



## NOT Eligible:

- Fish Harvest & Harvest Management
- Capital Facilities & Public Works projects
- Effectiveness Monitoring
- Grant Application Development
- Net pens, artificial rearing facilities, remote site incubation systems



- Assessments
- Fish passage barrier inventories\*
- Landslide hazard areas
- Landowner Willingness Survey
- Feasibility/Scoping Studies (Conceptual Design)
- Designs (Preliminary & Final)
- Data gap (Identified in a recovery plan or LE strategy)



*\*Fish Passage Barrier Inventories Must Follow WDFW Inventory Protocols.*

## Clear Design Deliverable Guidance for BOTH planning and restoration projects

- Clarify design process (conceptual, preliminary, final) rather than focus on final set of deliverables only

Planning project design deliverables must comply.

Restoration project proposals must identify expected differences in design deliverables

Requirements depend on project stage

- Conceptual
- Preliminary
- Final
- Construction

Reflects best practices

Documents decision making process

Demonstrates quality & success

Example Design Reports

## Checklist to guide you

### Project Deliverables

Project Type	Conceptual design	Preliminary design report	Permit applications	Design review comments	Final design report and drawings	Technical specification	Construction quantities and costs	Bidding documents	Permits	Cultural resources compliance	Control and tenure documentation	As-built
	Conceptual Design	✓										
Preliminary Design	Application	✓	Optional	Optional						***		
Final Design	Application	✓	Optional	✓	✓	✓	✓	✓	Optional	***		
Construction Project **	Application	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

\*\* Design-build construction projects have an abbreviated set of design requirements prior to construction. See Appendix D-4.

\*\*\* Cultural resources compliance may be required if Sponsor is conducting ground disturbing activities during the design phases.



## Required Criteria for No Match

- Preliminary or Final Design ONLY
- No general reach or watershed assessment
- Up to \$200,000
- Completed in 18 months = NO Time Extensions!


## 15% Match Allows:

- Conceptual, Preliminary or Final Design
- General reach or watershed assessment
- No funding limit
- Completed in 2+ yrs (Time extensions may be approved)

- Fee simple purchase
- Conservation easements (development, timber, agriculture, or mineral)
- Purchase of water rights



- Templates
- Forms
- Checklists
- Examples



Recreation and  
Conservation Office

Grants
Recreation
PRISM
Conservation
Salmon Recovery
Invasive Species
Project Search
Documents

Grant Application Materials

Grant Manuals by Number

Post Grant Award Materials

Getting Paid - Reimbursement Information

Forms

Fact Sheets

Other Publications

Strategic Plans


News Releases

Rule Making

Contact Us

## Acquisition Project Toolkit for Grant Sponsors

Project sponsors involved in acquisition of real property in any RCO grant program can use the information here to help successfully complete their project.



### Buying a Property Without a Signed Contract with RCO?

You will need a "waiver of retroactivity" if you plan to purchase real property before having a signed RCO grant contract in hand. See Section 2 of [Manual 3](#) for information on how to request a waiver of retroactivity.

### What Documents are Required at the Time of a Grant Application?

All RCO grant applications for acquisition projects must provide a signed [RCO Landowner Acknowledgement Form](#) for each property proposed for acquisition.

Grant applications to any category in the Washington Wildlife and Recreation Program must include documentation that the local jurisdiction where the property is located was notified about the proposed grant application. Here is a [Sample letter](#) that meets this requirement.

### General Steps for Implementing an RCO Acquisition Project

Below are resources that will help you stay organized and make sure you meet RCO grant requirements.

- [Common Things that Need RCO Approval](#)
- [RCO Acquisition Projects Quick Step Guide](#)
- [RCO Acquisition Project Deliverables](#)
- [RCO Acquisition Project Metrics in PRISM](#)

## Need to acquire property before grant agreement?

### Apply for a Waiver of Retroactivity

- Must request at least 30 days before closing.
- Allows land acquisition prior to grant agreement or application.
- Preserves funding opportunity for next 2 grant cycles.
- Does not provide a guarantee of funding.

*Must follow RCO Acquisition Policies & Procedures to retain eligibility.*

## MUST follow Uniform Real Property Acquisition procedures:

- Willing Seller
- Tenant Relocation
- Appraisal and Review
- Notice of just compensation
- Option or Purchase & Sale Agreement



## Preliminary Title Insurance Report

- Submission and review required prior to agreement with RCO.

## Deed of Right for land (App C)

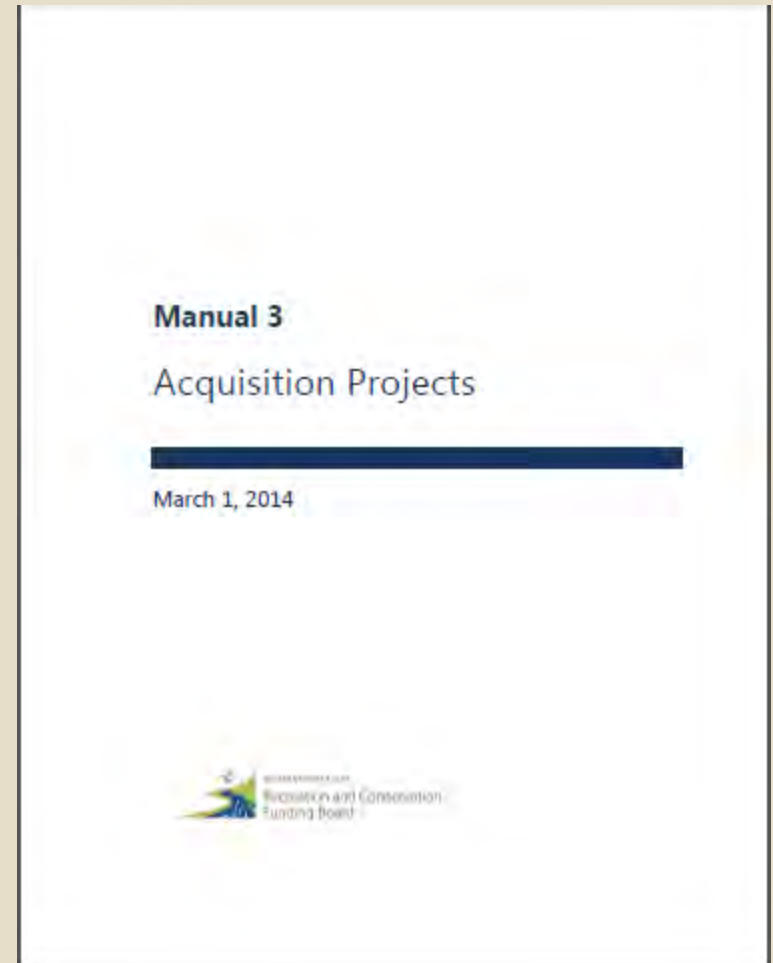
- Protects the property in perpetuity for the purpose of the grant.
- Conveys property interests to the public forever.
- Recorded at closing or prior to reimbursement.

## Assignment of Rights for conservation easements (App G)

- Secures the public's interest.
- Recorded at closing or prior to reimbursement.

## MUST follow RCO Acquisition Manual policies & procedures

- No contaminated property (p49)
- Legal access required (p26)
- Conservation easements require monitoring plan & report every 5 years (p8)



## Items of note:

Restoration must be completed within 5 years of purchase. (p63)

Clear title: free of encumbrances limiting intended use. (p46)

Conservation easement requirements. (App D)





# PROJECT TYPE: ACQUISITION



Plan ahead!

Avoid conversions!

Area excluded from grant for future interpretive center.

Phase 1  
Phase 2

# PROJECT TYPE: RESTORATION

- Return to original function
- Improve habitat function
- Functions as natural ecosystem
- Self sustaining
- Preliminary design required for projects requesting \$250,000 or greater



## In-Stream Fish Passage

- Upgrade road crossing new bridges and culverts, roughened channels, weirs
- Remove Barriers dams, roads
- Bypass barriers fishways



## In-stream Diversion

- Screen Fish from water diversions
- Water Conveyance Systems (gravity & pressurized pump)
- Fish Bypass back to stream



## In-stream/Floodplain Habitat

- Add Large Wood
- Reconnect Side-channels
- Remove/setback Levees
- Remove Bank Revetment
- Enhance Fish Habitat in-stream or floodplain



## Riparian Habitat

- Plant native trees and shrubs
- Remove noxious weeds and non-native plants
- 2014 • Riparian Stewardship
- Install Livestock fencing, livestock water supply & stream crossings



## Upland Habitat

- Abandon & Decommission Roads
- Control Erosion & Sediment roads and steep slopes
- Install Livestock fencing
- Improve Irrigation Efficiency



## Estuarine/Marine Nearshore

- Breach dikes
- Remove bulkheads
- Reconstruct tide channels
- Remove invasive Species
- Improve or remove Tidegates

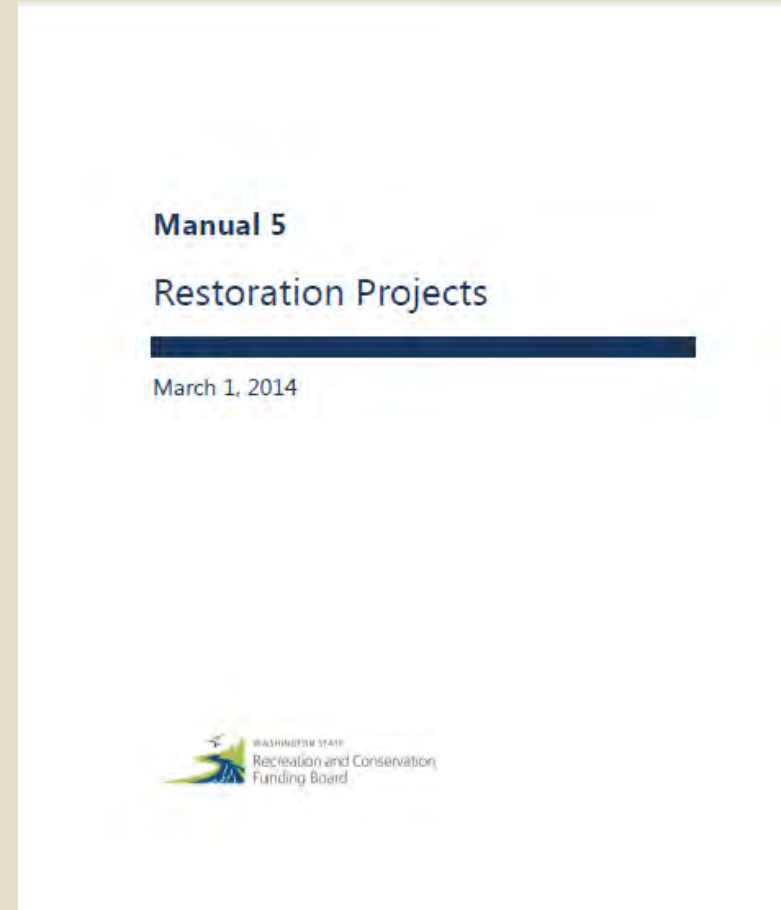




## Refer to Restoration Project policies & procedures manual

- Eligible Costs
- Match Requirements
- Prevailing Wage
- Competitive Bids
- Cultural Resources

And more...



# PROJECT TYPE: COMBINATION

Acquisition\* & Planning

Acquisition\* & Restoration

Planning & Restoration

*\* Must acquire within 18  
months of SRFB funding date!*



## Project Deliverables

Project Type	Conceptual design	Preliminary design report	Permit applications	Design review comments	Final design report and drawings	Technical specification	Construction quantities and costs	Bidding documents	Permits	Cultural resources compliance	Control and tenure documentation	As-built
	Conceptual Design	✓										
Preliminary Design	Application	✓	Optional	Optional						***		
Final Design	Application	✓	Optional	✓	✓	✓	✓	✓	Optional	***		
Construction Project **	Application	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

\*\* Design-build projects have an abbreviated set of design requirements prior to construction. See Appendix D-4.

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- Manual 18 - Section 3, *How to Apply*
- RCO Website

 **Salmon Recovery**

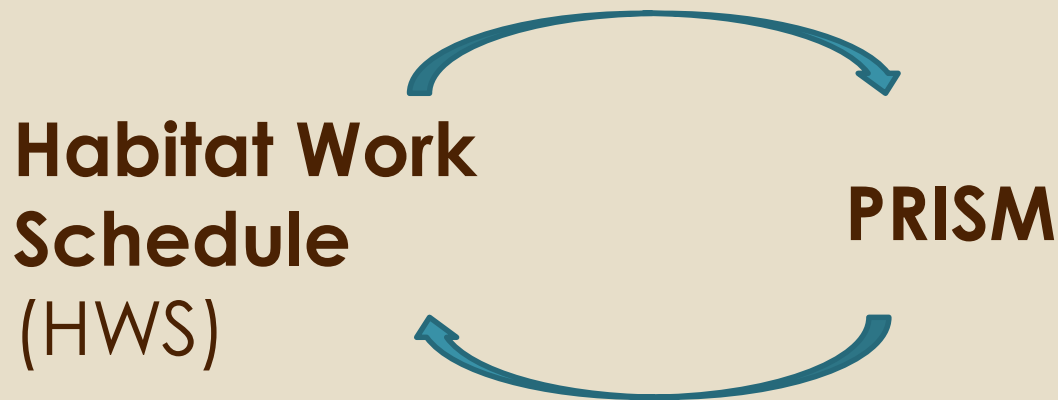
- [Lead Entity Review Panel Request Form](#)
- [Salmon Grants \(Manual 18\)](#)
- **Application and Evaluation Appendices** (All files are either Microsoft Word or Excel format)
  - Appendix C: Your Application
    - [Barrier Inventory Project Proposal](#)
    - [Planning, and Combination Planning and Acquisition Project Proposal](#)
    - [Restoration, Acquisition, and Combination Project Proposal](#)
    - [Cost Estimate Spreadsheet](#)
  - Application Checklists
    - [Draft \(pre-site visit\)](#)
    - [Final](#)
  - Appendix E: Barrier Information Forms
    - [Barrier and Expanded Barrier Evaluation Form](#)
    - [Correction Analysis Form](#)
  - [Appendix F: Landowner Acknowledgement Form](#)
  - [Appendix G: Project Partner Contribution Form](#)
  - [SRFB Individual Comment Form](#) (as reference in Appendix H)

- Lead Entity Website

- Assemble team of experts
- Accurately convey project scope
- Communicate w/ Lead Entity & Grants Manager (EARLY & OFTEN)
- Use checklist & resources @ [www.rco.wa.gov](http://www.rco.wa.gov)
- Complete PRISM application & required materials early



## Step 1: Get a PRISM Project# from your Lead Entity



## Three weeks before SRFB site visits:

- Project Details, Metrics, and Costs Screens in PRISM
- Maps: Project Vicinity; Site/Parcel Map
- Draft Project Proposal
- Design, sketch, or photo of planned work (restoration & design projects only)
- Barrier Evaluation Form (fish passage projects only)
- Draft Detailed Cost Estimate
- Initiate Consultation with DNR



Myrtle Edwards Park  
Nearshore, Seattle



## Project Description: Intent & Deliverables

# EXAMPLE PROJECT DESCRIPTION

The Jones Nonprofit will acquire approximately 20 acres adjacent to Liquid Creek, east of Highway 11013 in B County. The parcel includes critical riparian, wetland and in-stream habitats on 10 acres, and 10 acres of adjacent upland. Five of the riparian acres will be restored by planting native vegetation. These habitats support Endangered Species Act listed anadromous fish including coho, summer and fall Chinook, chum, and steelhead.

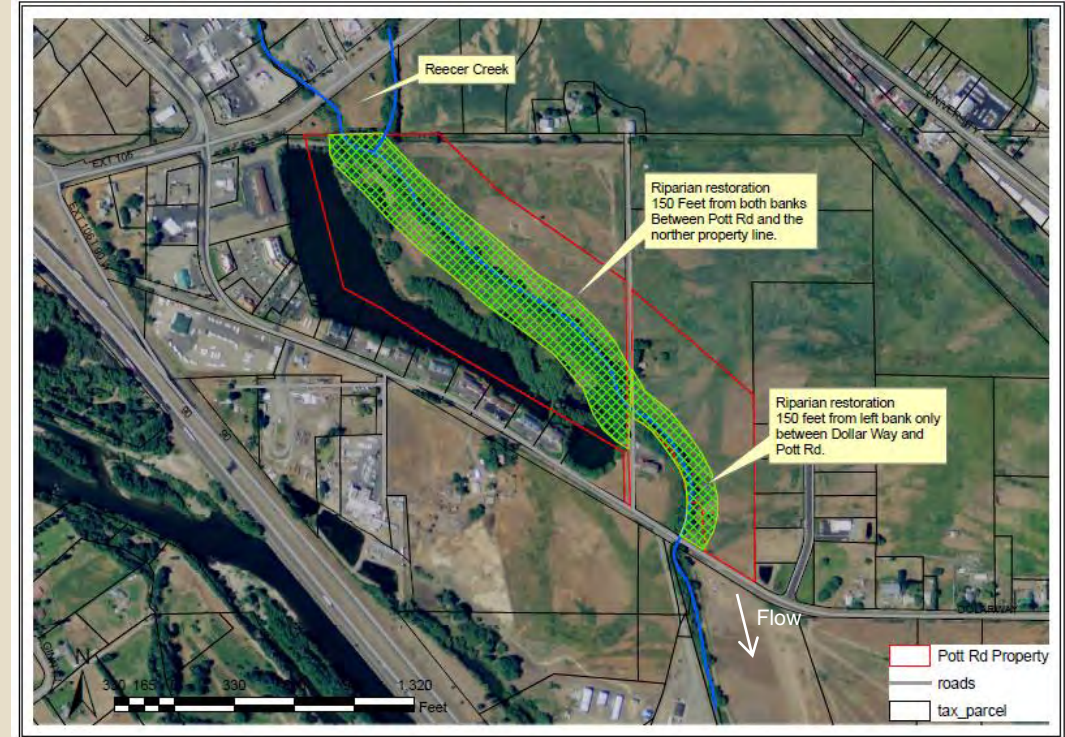
This acquisition builds upon the Land Trust's adjacent land holdings and the Liquid Creek Preserve which has already conserved 45 acres and 3,700 feet of Liquid Creek. The acquisition has been identified as a high priority for B County, and protection of functioning habitat is the highest priority in the Salmon Recovery Plan. The Jones Non-Profit group has worked closely with B County, the local school district and the Friends of Liquid Creek to secure funding and other support for this project.

## Vicinity Map



## Restoration Site Map

### Reecer Creek Restoration - Pott Rd



## Draft Project Proposal (Manual 18 Appendix C)

- Choose best fit
  - Restoration, Acquisition, or Combination
  - Planning or Planning/Acq
  - Barrier Inventory
- 10 pages max (excluding supplemental questions)
- This is your sales pitch!

### Restoration, Acquisition, and Combination Project Proposal

Project Number	
Project Name	
Sponsor	

List all related projects previously funded or reviewed by RCO:

Project # or Name	Status	Status of Prior Phase Deliverables and Relationship to Current Proposal?
	Choose a status	
	Choose a status	
	Choose a status	

If previous project was not funded, describe how the current proposal differs from the original.

*Please respond to each question individually. Do not summarize your answers collectively in essay format. Local citizen and technical advisory groups will use this information to evaluate your project. **Limit your response to ten pages (single-sided).** You may delete the italicized portion of the questions and inapplicable supplemental questions to shorten the proposal.*

RCO Manual 18, Salmon Recovery Grants section and appendix references are available at [www.rco.wa.gov/doc\\_pages/manuals\\_by\\_number.shtml](http://www.rco.wa.gov/doc_pages/manuals_by_number.shtml).

Submit this proposal as a PRISM attachment titled "Project Proposal."

1. **Project Location.** Please describe the geographic location, water bodies, and the location of the project in the watershed, i.e. nearshore, tributary, main stem, off-channel, etc.
2. **Brief Project Summary.** Summarize your project in a few sentences. Please be brief, you will be asked for details in the following questions.
3. **Problems Statement.** Please describe the problems your project seeks to address by answering the following questions.
  - A. **Describe the problem including the source and scale.** Describe the site, reach, and watershed conditions. Describe how those conditions impact salmon populations. Include current and historic factors important to understanding the problem.
  - B. **List the fish resources present at the site and targeted by your project.**

## Draft Project Proposal

- What's New?
  - Reorganization
  - Brief Summary
  - Reorganized Problem Statement

1. **Project Location.** *Please describe the geographic location, water bodies, and the location of the project in the watershed, i.e. nearshore, tributary, main stem, off-channel, etc.*
2. **Brief Project Summary.** *Summarize your project in a few sentences. Please be brief, you will be asked for details in the following questions.*
3. **Problems Statement.** *Please describe the problems your project seeks to address by answering the following questions.*

A. **Describe the problem including the source and scale.**  
*Describe the site, reach, and watershed conditions. Describe how those conditions impact salmon populations. Include current and historic factors important to understanding the problem.*

B. **List the fish resources present at the site and targeted by your project.**

Species	Life History Present (egg, juvenile, adult)	Current Population Trend (decline, stable, rising)	Endangered Species Act Coverage (Y/N)

C. **Describe the limiting factors, and limiting life stages (by fish species) that your project expects to address.**

## Draft Project Proposal

- What's New?
- Example Goals & Objectives

**4. Project Goals and Objectives.** *When answering the questions below please refer to Chapter 4 of the Washington Department of Fish and Wildlife's "[Stream Habitat Restoration Guidelines](#)" for more information on goals and objectives.*

**A. What are your project's goals?** *The goal of your project should be to remedy observed problems, ideally by addressing the problems' root causes. Your goal statements should articulate desired outcomes (your vision for desired future condition) and what species, life stages, and time of year (if pertinent) will benefit from those outcomes.*

*Goal examples:*

- (Screening project) Decrease irrigation-related juvenile Chinook mortality in the lower Yakima River caused by water withdrawal.*
- (Acquisition project) Protect Tier 1 Chinook rearing habitat and habitat-forming natural processes.*
- (Riparian project) Increase the amount of fully functioning riparian habitat in South Prairie Creek to support Puyallup River Chinook recovery goals.*
- (Restoration project) Reduce impacts of elevated summer water temperatures on fall Chinook migration in the South Fork Nooksack River.*

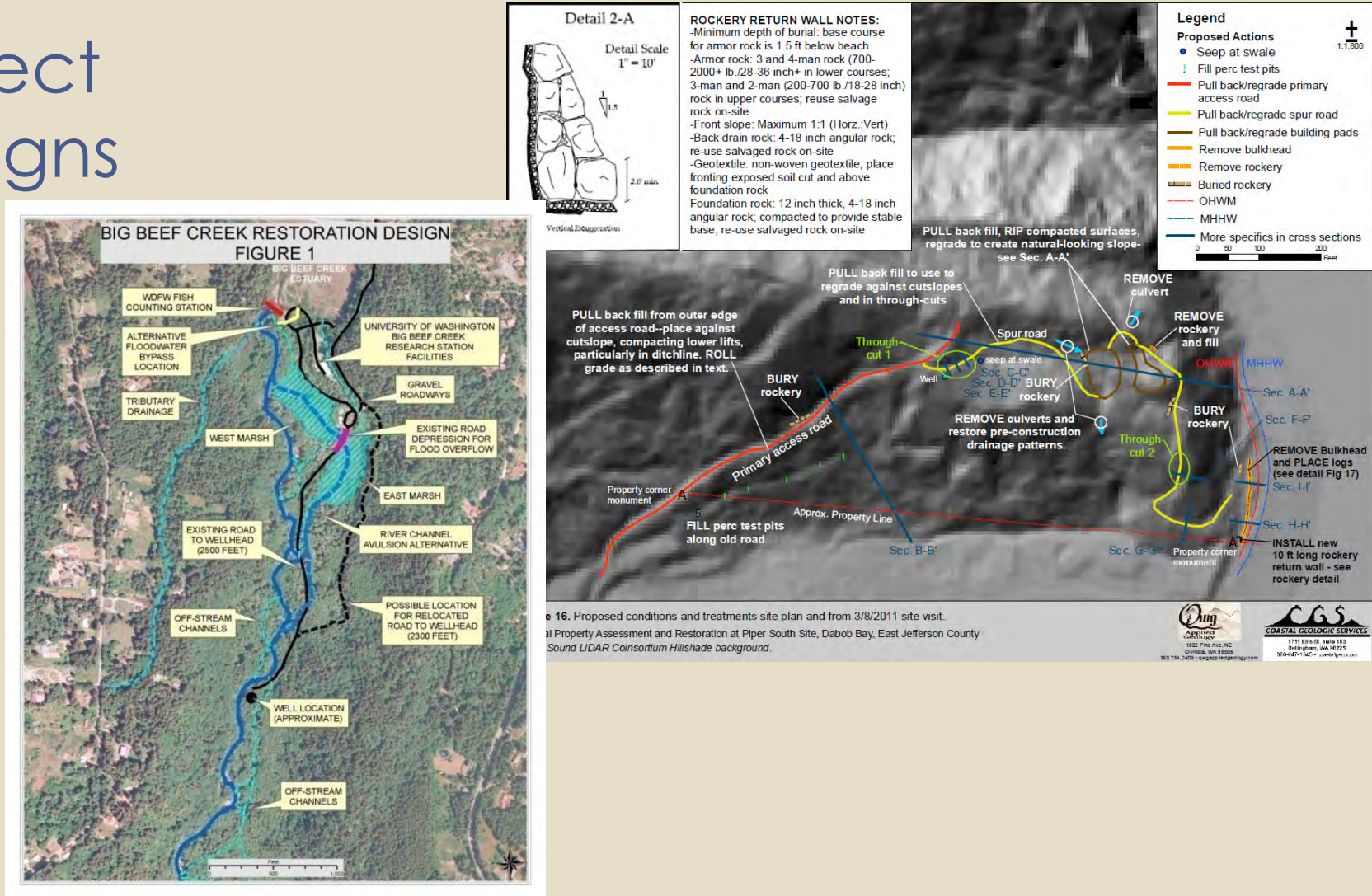
**B. What are your project's objectives?** *Objectives support and refine your goals, breaking them down into smaller steps. Objectives are specific, quantifiable actions your project will complete to achieve your stated goal. Each objective should be "SMART:" **S**pecific, **M**easurable, **A**chievable, **R**elevant, and **T**ime-bound.*

*Objective examples:*

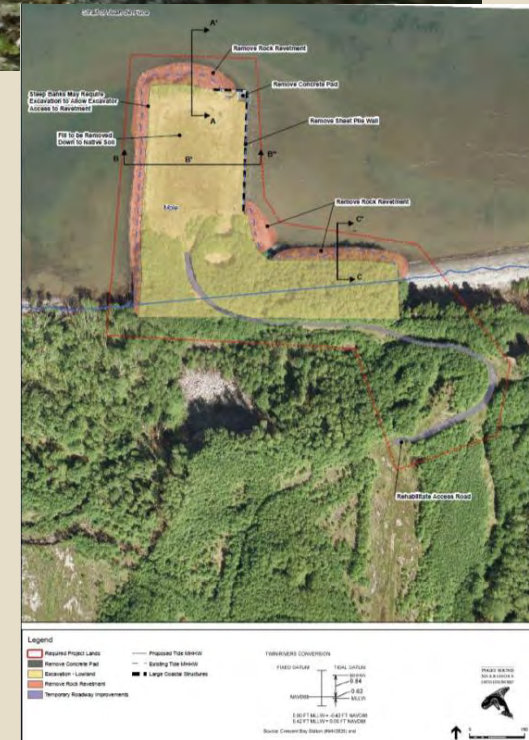
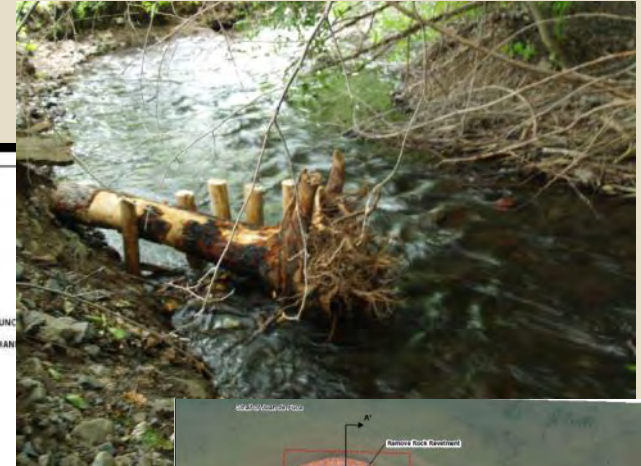
- (Screening) Eliminate stranding fish at diversions by installing National Marine Fisheries Service-approved fish screens at 13 agricultural diversions in the lower Yakima River by 2017.*
- (Acquisition) Acquire fee simple titled or permanent conservation easements on at least 20 acres of intact riparian forestland in the Tier 1 reach of Finney Creek by 2018.*
- (Riparian) Increase stream shading by at least 30 percent in the treated areas by re-establishing at least 10 acres of native riparian forest habitat adjacent to salmon-rearing habitat along South Prairie Creek within 5 years of funding.*
- (Restoration) Construct historic-scale in-stream logjams sufficient to create at least two sustainable colder-water pools at each of three documented hyporheic upwelling locations along the lower South Fork by 2018.*

# DRAFT APPLICATION REQUIREMENTS

## Project Designs



## Project Designs





# DRAFT APPLICATION REQUIREMENTS

Illustrate  
Project  
Phases.

Highlight what  
will be  
accomplished  
with this grant.



# DRAFT APPLICATION REQUIREMENTS

## Draft Detailed Cost Estimate

- Don't Cut Yourself Short!
- Make sure bottom line matches PRISM Budget

### Mill Creek Passage - Reach Type 6 (11-1587)

#### Detailed Budget

	Unit	Quantity	Unit cost	Total
Mobilization	LS	1	\$ 28,750.00	\$ 28,750.00
Access	LS	1	\$ 10,000.00	\$ 10,000.00
Water Mgmt	LS	1	\$ 7,500.00	\$ 7,500.00
			\$ -	\$ -
Concrete slab cutting	LF	600	\$ 10.00	\$ 6,000.00
Blades	ea	4	\$ 781.25	\$ 3,125.00
Breaking up for removal	CY	45	\$ 175.00	\$ 7,875.00
Remove whole pieces	ea	25	\$ 175.00	\$ 4,375.00
Loading concrete	CY	45	\$ 250.00	\$ 11,250.00
Hauling	CY	45	\$ 8.75	\$ 393.75
Concrete disposal	CY	45	\$ 12.50	\$ 562.50
			\$ -	\$ -
Excavation	CY	140	\$ 25.00	\$ 3,500.00
Disposal	CY	140	\$ 37.50	\$ 5,250.00
Subgrade	CY	35	\$ 87.50	\$ 3,062.50
Concrete underpinning	CY	5	\$ 2,625.00	\$ 13,125.00
Concrete slabs	CY	65	\$ 1,000.00	\$ 65,000.00
Concrete walls	CY	25	\$ 1,250.00	\$ 31,250.00
Grouting	SF	450	\$ 3.45	\$ 1,552.50
Roughness panels	CY	35	\$ 2,500.00	\$ 87,500.00
Baffles	LS	1	\$ 28,125.00	\$ 28,125.00
Resting pool	LS	1	\$ 38,000.00	\$ 38,000.00
Subtotal				\$ 356,196.25
Sales tax		8.60%		\$ 30,632.88
A&E				\$ 116,048.74
Total				\$ 502,877.87

# DRAFT APPLICATION REQUIREMENTS

## If Project Cost > PRISM Total Cost

\* This total reflects an estimated cost for all project activities and is a conservative estimate for planning purposes. For the purposes of the SRFB Grant application, the total project cost is a sub-set of the above costs and is listed at \$610,617, which includes match and the SRFB Grant. Any actual costs exceeding this total will be covered through non-SRFB funds but will not be considered match.

COST

PRISM #: 13-1312      PROJECT NAME: Little Rattlesnake

	A	B	C				
Itemize projected costs under each of the following categories	Unit Number (e.g., # of hours)	Unit Cost (e.g., hourly rate)	Subtotal				
<b>CONSTRUCTION COSTS: specific costs directly related to the execution and construction of:</b>							
Contract with USPS: road obliteration and streambank restoration	Jump	414000.00	\$414,000.00				
<b>SUBTOTAL</b>			\$414,000.00				
<b>A&amp;E AND ADMINISTRATIVE COSTS: direct costs (including staff time) that support cost:</b>							
Project management	120.00	41.98	\$5,038.00			\$5,038	\$5,038
Bookkeeping	120.00	22.00	\$2,640.00			\$2,640	\$2,640
Contracting	54.00	43.00	\$2,322.00			\$2,322	\$2,322
<b>SUBTOTAL</b>			\$10,000.00	\$0	\$0	\$10,000	\$10,000
<b>STATE &amp; LOCAL SALES TAX</b>							
<b>PRISM BUDGET TOTAL</b>			\$424,000.00	\$0	\$64,000	\$360,000	\$424,000
						Percent of project costs	
						84.91%	
<b>MATCH NOT INCLUDED IN PRISM BUDGET: Any match over 15% not included in the PRISM budget for easier bookkeeping and reimbursement.</b>							
USPS road obliteration and streambank restoration	Jump	238500.00	238,500.00	\$0	\$238,500	Emergency Relief for Federally-Owned Roads	\$0 \$238,500
DNR road connection to access land	Jump	65000.00	65,000.00	\$0	\$65,000	Yakama Nation	\$0 \$65,000
	0.00	0.00		\$0	\$0		\$0 \$0
	0.00	0.00		\$0	\$0		\$0 \$0
<b>SUBTOTAL</b>			\$303,500.00	\$0	\$303,500		\$0 \$303,500
<b>TOTAL PROJECT COST</b>			\$727,500.00	\$0	\$303,500		\$424,000 \$727,500

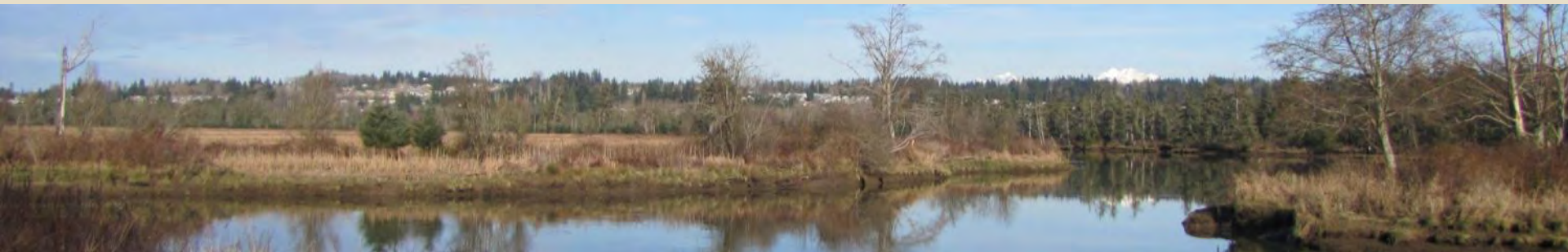
# A&E AND ADMIN COST LIMITS

## Admin (Acquisition):

- Limit 5% of total Acquisition costs
- Eligible costs in Acquisitions manual 3

## A&E (Restoration):

- Typically 20% of Construction Costs
- Maximum 30% of Construction Costs
- Eligible costs in Restoration Manual 5



## Template Cost Estimate Spreadsheet

A13 choose category

1	Project Name	enter											
2	SRFB #	enter											
3	Sponsor	enter											
4	<b>RESTORATION</b>												
5	See SRFB Manual 5 for additional information regarding allowable costs.												
8					<b>OVERALL PROJECT</b>	<b>GRANT REQUEST</b>	<b>MATCH</b>						
9					Budget must account for all costs to complete the project.	Enter only the amount of the grant request	The Grant Request and Match should equal the total project cost and Budget Check cell should be 0. Sponsors must account for all sources and types of match need to complete the project.						Budget Check
10		Qty	Rate	Amount	Amount	Match in PRISM	Funding not reported in PRISM	Source (Grant, Cash, Materials, Labor, Volunteers, etc)	Match Type (federal, state, local)				
11	<b>Construction</b>												
12	<b>Category (choose one)</b> <b>Task Description</b>												
13	choose category			\$ -	\$ -	\$ -	\$ -					0	
14	choose category			\$ -	\$ -	\$ -	\$ -					0	
15	Construction labor			\$ -	\$ -	\$ -	\$ -					0	
16	Construction supervision			\$ -	\$ -	\$ -	\$ -					0	
17	Cultural resources			\$ -	\$ -	\$ -	\$ -					0	
18	Demolition and site prep			\$ -	\$ -	\$ -	\$ -					0	
19	Equipment and equipment use			\$ -	\$ -	\$ -	\$ -					0	
20	Materials			\$ -	\$ -	\$ -	\$ -					0	
21	choose category			\$ -	\$ -	\$ -	\$ -					0	
22	choose category			\$ -	\$ -	\$ -	\$ -					0	
23	choose category			\$ -	\$ -	\$ -	\$ -					0	
24				\$ -	\$ -	\$ -	\$ -					0	
25				\$ -	\$ -	\$ -	\$ -					0	
26				\$ -	\$ -	\$ -	\$ -					0	
27				\$ -	\$ -	\$ -	\$ -					0	
28				\$ -	\$ -	\$ -	\$ -					0	

Instructions Acquisition Design Restoration TOTAL SHEETS 1-3 Lists for dropdown

READY

Workshops Grant Manuals by... PRISM 2007 (PRO... Inbox - Kay.Caro... 2015 AW All Chap... 2015 Grant Applic... SRFB\_Cost\_Estima...

OPTIONAL

# DRAFT APPLICATION REQUIREMENTS

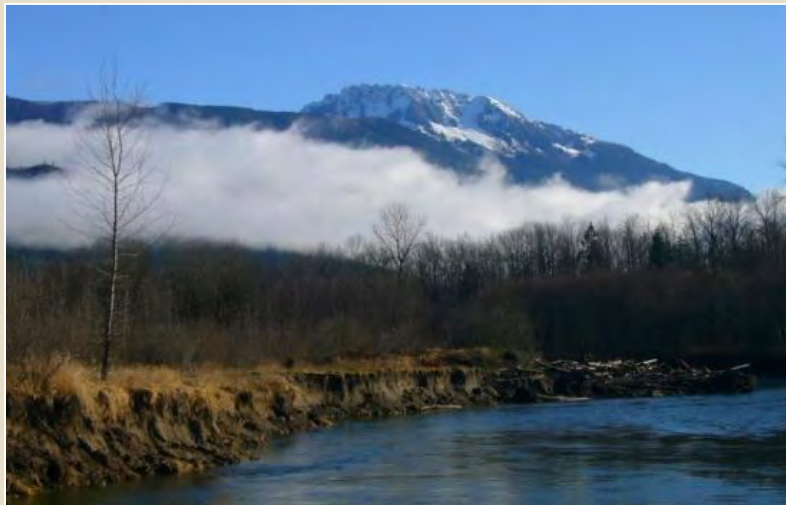
## Consultation with DNR

- Determine if protect located on State-Owned Aquatic Land
  - ✓ Secure Landowner Acknowledgement Form for Final Application

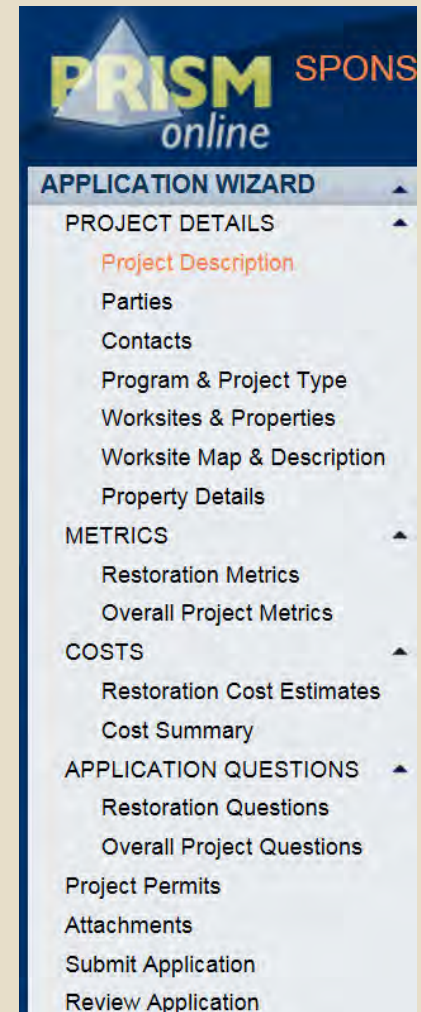


## Final Application Due in August

Complete PRISM  
Application & Attachments



Sauk Mountain, Skagit River



- Two Project Photos – JPEG
- Landowner Acknowledgement Form
- Final Project Proposal
- Final Detailed Cost Estimate (template available)
- Partnership Contribution Form (for state agencies)
- Barrier Correction Analysis Form (fish passage only)
- Area of Potential Effect Map
- Updated Design Information
  - Prelim Design required if request \$250,000 or more
  - Design Deliverables from Prior Phases
- IMW Certification from LE (if relevant)
- Optional: graphs, letters of support



Application requires:

Landowner  
Acknowledgement

(Not Landowner  
Agreement... that comes  
later)

Appendix F: Landowner Acknowledgement Form

## Appendix F: Landowner Acknowledgement Form

---

### Landowner Information

Name of Landowner: \_\_\_\_\_

Landowner Contact Information

Mr.  Ms. Title: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Contact Mailing Address: \_\_\_\_\_

Contact E-Mail Address: \_\_\_\_\_

Property Address or Location: \_\_\_\_\_

1. \_\_\_\_\_ (Landowner or Organization) is the legal owner of property described in this grant application.
2. I am aware that the project is being proposed on my property.
3. If the grant is successfully awarded, I will be contacted and asked to engage in negotiations.
4. My signature does not represent authorization of project implementation.
5. If I am affiliated with the project sponsor, I will recuse myself from decisions made by the project sponsor to work on or purchase my property.

---

Landowner Signature \_\_\_\_\_ Date \_\_\_\_\_

### Project Sponsor Information

Project Name: \_\_\_\_\_

Project Applicant Contact Information:

Mr.  Ms. Title \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

- Use track changes as proposal is updated (from draft to final)
- Include Response to Site Visit Comments

## Comments

Use this section to respond to the comments you will receive after your initial site visits, and then again after you submit your final application.

### Response to Site Visit Comments

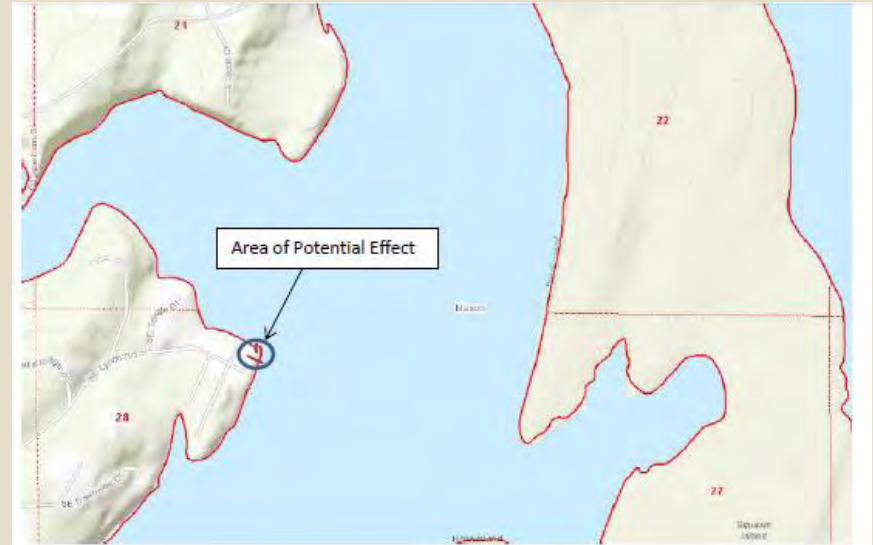
Please describe how you've responded to the review panel's initial site visit comments. *We recommend that you list each of the review panel's comments and questions and identify how you have responded. You also may use this space to respond directly to their comments.*

### Response to Post-Application Comments

Please describe how you've responded to the review panel's post-application comments. *We recommend that you list each of the review panel's comments and questions and identify how you have responded. You also may use this space to respond directly to their comments.*

## For Cultural Resources Review

- Show Section, Township, Range
- Show ALL areas of ground disturbance, including planting, access & staging areas



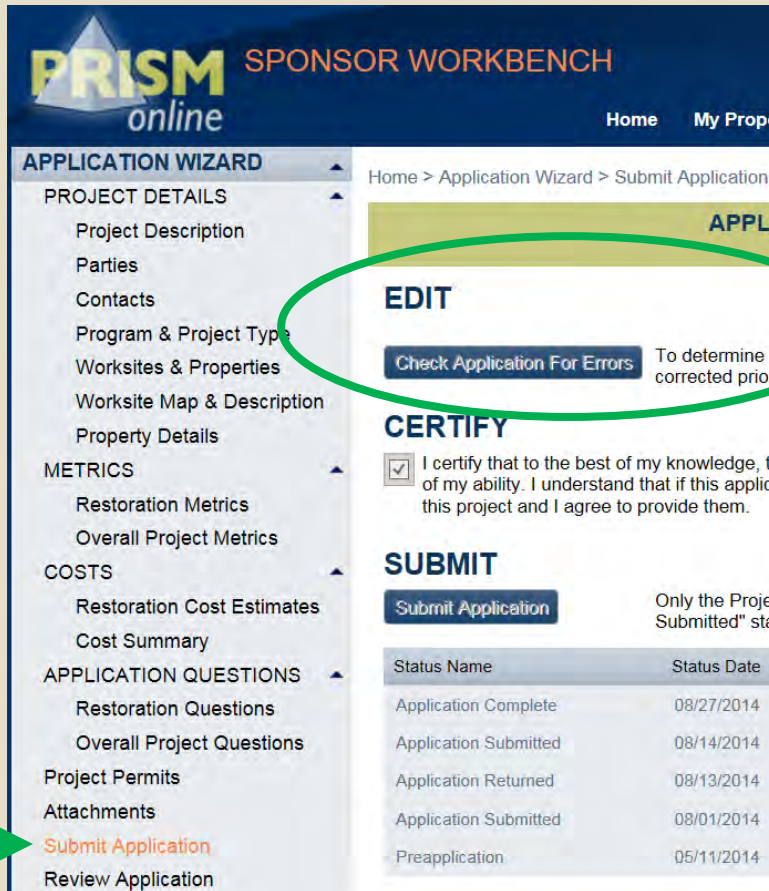
- PRISM Questions

The screenshot displays the 'APPLICATION WIZARD' interface for 'UPPER HAMILTON CREEK RESTORATION'. The left sidebar contains a navigation menu with sections: APPLICATION WIZARD, PROJECT DETAILS (Project Description, Parties, Contacts, Program & Project Type, Worksites & Properties, Worksite Map & Description, Property Details), METRICS (Restoration Metrics, Overall Project Metrics), COSTS (Restoration Cost Estimates, Cost Summary), APPLICATION QUESTIONS (Restoration Questions, Overall Project Questions), Project Permits, Attachments, Submit Application, Review Application, and OPTIONS (Project Application Report, Application Review Report). At the bottom of the sidebar are 'Go to Project' and 'Go to Firm' fields with a 'GO' button.

The main content area shows the breadcrumb 'Home > Application Wizard > Worksite Questions' and the 'Application Due Date: 8/14/2015'. A green header bar contains the application title 'APPLICATION: 15-1114 RST, UPPER HAMILTON CREEK RESTORATION' and metadata: 'Sponsor: Lower Columbia Estuary Partner', 'Program: Salmon State Projects', and 'Status: Preapplication'. Below this is the 'RESTORATION QUESTIONS' section with a 'Back' button. A note states: 'Answer the following questions. A response is required for questions where "Description is required" note is displayed.' The 'Worksite: Upper Hamilton Creek (#1)' section contains three numbered questions, each with a 'Choice' dropdown menu and a text input area:

- #1: Has the worksite been investigated for historical, archeological, or cultural resources? If yes, when did this occur and what agencies and tribes were consulted? Attach related documents (letters, surveys, agreements, etc.) to your project in PRISM.
- #2: What is the current land use of the site? Has there been ground disturbances historically, if so, what are/were those disturbances? Is there any fill where ground disturbance is proposed? If known, how deep is the fill?  
*Description is required*
- #3: Is the worksite(s) located within an existing park, wildlife refuge, natural area preserve, or other recreation or habitat site? If yes, name the area and specify if the land is owned by local, state or federal government.

## Run PRISM Error check



**PRISM online** SPONSOR WORKBENCH

Home My Propo

**APPLICATION WIZARD**

PROJECT DETAILS

- Project Description
- Parties
- Contacts
- Program & Project Type
- Worksites & Properties
- Worksite Map & Description
- Property Details

METRICS

- Restoration Metrics
- Overall Project Metrics

COSTS

- Restoration Cost Estimates
- Cost Summary

APPLICATION QUESTIONS

- Restoration Questions
- Overall Project Questions

Project Permits

Attachments

[Submit Application](#)

Review Application

Home > Application Wizard > Submit Application

**EDIT**

[Check Application For Errors](#) To determine if corrected prior

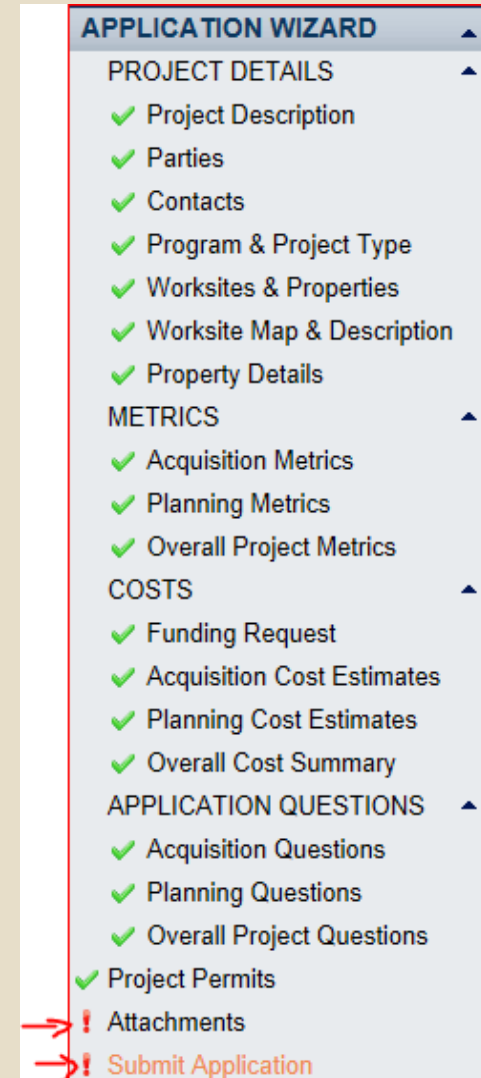
**CERTIFY**

I certify that to the best of my knowledge, th of my ability. I understand that if this applica this project and I agree to provide them.

**SUBMIT**

[Submit Application](#) Only the Project Submitted" stat

Status Name	Status Date
Application Complete	08/27/2014
Application Submitted	08/14/2014
Application Returned	08/13/2014
Application Submitted	08/01/2014
Preapplication	05/11/2014



**APPLICATION WIZARD**

**PROJECT DETAILS**

- ✓ Project Description
- ✓ Parties
- ✓ Contacts
- ✓ Program & Project Type
- ✓ Worksites & Properties
- ✓ Worksite Map & Description
- ✓ Property Details

**METRICS**

- ✓ Acquisition Metrics
- ✓ Planning Metrics
- ✓ Overall Project Metrics

**COSTS**

- ✓ Funding Request
- ✓ Acquisition Cost Estimates
- ✓ Planning Cost Estimates
- ✓ Overall Cost Summary

**APPLICATION QUESTIONS**

- ✓ Acquisition Questions
- ✓ Planning Questions
- ✓ Overall Project Questions
- ✓ Project Permits
- ! Attachments
- ! Submit Application

## Use draft & final application checklists!

### Salmon Recovery

- [Lead Entity Review Panel Request Form](#)
- [Salmon Grants \(Manual 18\)](#)
- **Application and Evaluation Appendices** (All files are either Microsoft Word or Excel format)
  - Appendix C: Your Application
    - [Barrier Inventory Project Proposal](#)
    - [Planning, and Combination Planning and Acquisition Project Proposal](#)
    - [Restoration, Acquisition, and Combination Project Proposal](#)
    - [Cost Estimate Spreadsheet](#)
    - Application Checklists
      - [Draft \(pre-site visit\)](#)
      - [Final](#)
  - Appendix E: Barrier Information Forms
    - [Barrier and Expanded Barrier Evaluation Form](#)
    - [Correction Analysis Form](#)
  - [Appendix F: Landowner Acknowledgement Form](#)
  - [Appendix G: Project Partner Contribution Form](#)
  - [SRFB Individual Comment Form](#) (as reference in Appendix H)

### Pre-Site Visit Checklist

In PRISM Online, complete the Project Details, Metrics, and Costs screens for your application.

✓ PRISM Online Attachment Checklist Items	Template / Form Link
Attach a draft Salmon Project Proposal	<a href="#">Appendices C-1, C-2, or C-3</a>
Project Cost Estimate. RCO recommends using our template, or similar format. Attach in PRISM and Clearly Label "Cost Estimate."	<a href="#">Cost Estimate</a>
Maps <ul style="list-style-type: none"> <li>• General Vicinity Map for all projects</li> <li>• Site Plan for restoration projects</li> <li>• Parcel Map for acquisition projects</li> </ul>	Applicant Creates
Design materials for restoration projects. NOTE that Preliminary designs ARE required for projects requesting \$250,000 or more.	
Project Photographs <ul style="list-style-type: none"> <li>• At least two photographs of site implementation are required in</li> <li>• Additional graphics and photos be attached in a PowerPoint or</li> </ul>	
Barrier Evaluation Forms and Corresponding projects only)	
Other Materials (optional)	
Waiver of Retroactivity, graphs, par	

### Final Application Checklist

In PRISM Online, select "check page for errors" on each page, or "selection application for errors" on the submit application page to make sure all fields are complete.

✓ PRISM Online Attachment Checklist Items	Template / Form Link
Project Cost Estimate. RCO recommends using our template, or similar format. Attach in PRISM and Clearly Label "Cost Estimate."	<a href="#">Cost Estimate</a>
Salmon Project Proposal	<a href="#">Appendices C-1, C-2, or C-3</a>
Landowner Acknowledgement Form (required for projects occurring on land not owned by applicant or which are on state-owned aquatic lands)	<a href="#">Appendix F</a>
Project Partnership Contribution Form: State agencies are required to have a local partner; also suggested for organizations other than the applicant (third party) providing match.	<a href="#">Appendix G</a>
Maps <ul style="list-style-type: none"> <li>• General Vicinity Map for all projects</li> <li>• Area of Potential Effect map for all projects</li> <li>• Site Plan for restoration projects</li> <li>• Parcel Map for acquisition projects</li> </ul>	Applicant Creates
Design materials for restoration projects. NOTE that Preliminary designs ARE REQUIRED for projects requesting \$250,000 or more in SRFB funds.	Applicant Creates
Response to review panel draft application comments. Applicants must respond to review panel comments by updating their project proposals using track changes as needed, and answering the section at the end of the proposals titled "Response to Review Panel Comments." Applicants also may need to update their PRISM applications or other attachments.	Update project proposal
Project Photographs <ul style="list-style-type: none"> <li>• At least two photographs of site conditions before project implementation are required in .jpg file format.</li> <li>• Additional graphics and photographs to describe the project can be attached in a PowerPoint or PDF document (optional).</li> </ul>	Applicant Creates
Barrier Evaluation Forms and Correction Analysis Forms (fish passage projects only)	<a href="#">Appendix E</a>
Intensively Monitored Watershed Certification, if relevant.	Region/Lead Entity Creates
Deliverables from previous phases of work (for phased projects)	Applicant Creates
Other Materials (optional)	Applicant Creates
Waiver of Retroactivity, graphs, parcel maps, letters of support, etc.	

## BY THE LEAD ENTITY DEADLINE

**PRISM online** SPONSOR WORKBENCH

Home My Propo

APPLICATION WIZARD

- PROJECT DETAILS
  - Project Description
  - Parties
  - Contacts
  - Program & Project Type
  - Worksites & Properties
  - Worksite Map & Description
  - Property Details
- METRICS
  - Restoration Metrics
  - Overall Project Metrics
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  - Restoration Cost Estimates
  - Cost Summary
- APPLICATION QUESTIONS
  - Restoration Questions
  - Overall Project Questions
- Project Permits
- Attachments
- Submit Application**
- Review Application

Home > Application Wizard > Submit Application

**EDIT**

**Check Application For Errors** To determine if corrected prior

**CERTIFY**

I certify that to the best of my knowledge, th of my ability. I understand that if this applica this project and I agree to provide them.

**SUBMIT**

**Submit Application** Only the Project Submitted" stat

Status Name	Status Date
Application Complete	08/27/2014
Application Submitted	08/14/2014
Application Returned	08/13/2014
Application Submitted	08/01/2014
Preapplication	05/11/2014

Agency & SRFB  
Overview

Grant Requirements

2015 Grant Process

Eligible Projects

2015 Application

**Project Expectations**

Technical Assistance

PRISM

Questions





## Why Now?

Good to know what you're getting into!



**PROJECT AGREEMENT**

**PROJECT NUMBER:** \_\_\_\_\_ **PROJECT LOCATION:** \_\_\_\_\_

**PROJECT TITLE:** \_\_\_\_\_ **AGREEMENT DATE:** \_\_\_\_\_

**A. PURPOSE OF THE AGREEMENT**  
This project agreement (agreement) is entered into between the State of Washington (to and through the P.O. Box 40377, Olympia, Washington 98547) and shall be binding on the agency and its personnel acting on its behalf through the project.

**B. PURPOSE OF AGREEMENT**  
This agreement sets out the terms and conditions by which a grant is made from the State of Washington. The grant is administered by the Recreation and Conservation Office (RCO) on the sponsor's behalf for the project named above.

**C. DESCRIPTION OF PROJECT**  
The subject project is described on the attached project summary.

**D. PERIOD OF PERFORMANCE**  
The project performance period shall begin on \_\_\_\_\_ and end on \_\_\_\_\_. No extensions shall be made to the project's performance period for any reason. Extensions to the project's performance period shall be made only by written agreement from the sponsor to the RCO. Requests for time extensions are to be made at least 60 days before the agreement end date. If a request for a time extension is not made at least 60 days before the agreement end date, the request may be denied. If the request is made after the agreement end date, the time extension will be denied.

**E. FINANCING OBLIGATION**

**F. PROJECT FUNDING**  
The total grant amount provided by the funding board for the project shall not exceed \$ \_\_\_\_\_. The funding board shall not pay any amount beyond that agreed for funding of the project. The sponsor shall be responsible for all other project costs not covered by the grant. The contribution by the sponsor toward such costs shall be a minimum of \_\_\_\_\_ percent of the total project cost.

Project Number	Percentage	Cash Amount

**G. REPORTS AND INFORMATION**  
All rights and obligations of the parties to this agreement are subject to this agreement and its attachments, as well as applicable laws and regulations, including the sponsor's applicable project summary, agency performance and/or report, and project conditions, all of which are incorporated herein.

**H. COMPLIANCE WITH APPLICABLE STATUTES, RULES, AND POLICIES**  
This agreement is governed by, and the sponsor shall comply with, all applicable state and federal laws and regulations, including, but not limited to, agency policies, which are incorporated herein by reference and by their terms.



## Reference Manuals



## Reporting

## What are cultural resources?

- Archeological and historical sites
- Artifacts and traditional areas
- Tribal items of religious, ceremonial, social uses

## Why the concern?

- It's our heritage, it's history; the sites are fragile and not renewable
- It's the law: EO 2005-05, National Historic Preservation Act, etc.



## Land Certification Form for Restoration Projects

### Sponsor Certifies

No Deed Restrictions,

Easements, or

Other encumbrances

to impede project construction &  
maintenance

## Title Report & Checklist for Acquisition Projects

### Appendix S: Land Ownership Certification Form

The intent of this form is to ensure that the sponsor has reviewed property information and that there are no encumbrances that would adversely affect the ability to restore the property. This form is required to be submitted for all restoration projects. The form must be submitted prior to RCO issuing a project agreement.

The \_\_\_\_\_ [insert project sponsor name], as Sponsor of RCO # \_\_\_\_\_ [insert project number] sited \_\_\_\_\_ [insert project name] certifies that \_\_\_\_\_ [insert landowner(s) name(s)] has/have fee ownership of the property. The Sponsor further certifies that they have discussed the project with \_\_\_\_\_ [insert landowner(s) name(s)] and / or reviewed current title information for the property, and that:

- There are no existing deed restrictions, liens, easements, or other encumbrances that would impede construction, operation or maintenance of the project.

OR

- Existing deed restrictions, liens, easements, or other encumbrances may have immediate or potential impacts to construction, operation or maintenance of the project. Provide further explanation below.

\_\_\_\_\_  
Signature of Authorized Agent of the Project Sponsor

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

- Restoration & Planning Grants
  - Engineering & design costs
  - Control & tenure determination costs
  - Certain Materials: Wood, Culverts & Bridges
- Acquisition Grants
  - Land valuation costs
  - Land costs if Waiver of Retroactivity obtained prior to purchase

## Do not begin construction until:

- Project Agreement is Signed
- Cultural Resources Reviews are Complete
- Obtain Environmental Clearances (Permits)



Agency & SRFB  
Overview

Grant Requirements

2012 Grant Process

Eligible Projects

2012 Application

Project Expectations

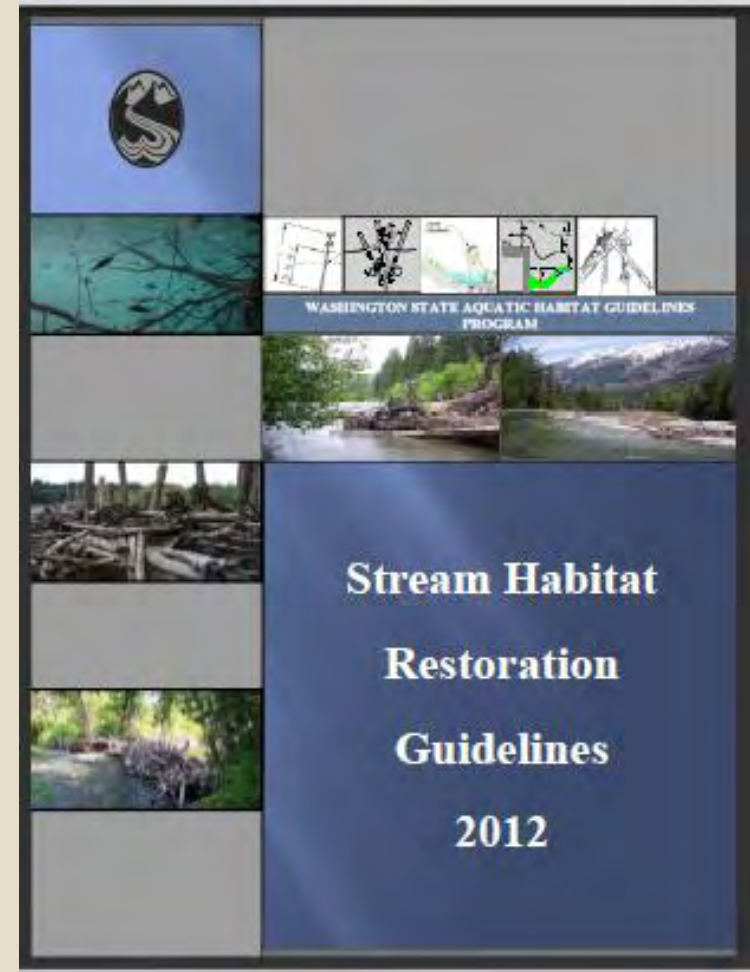
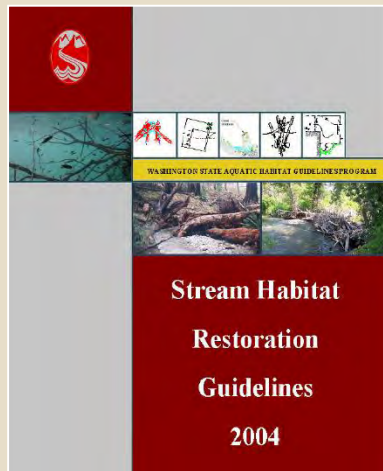
**Technical  
Assistance**

PRISM

Questions



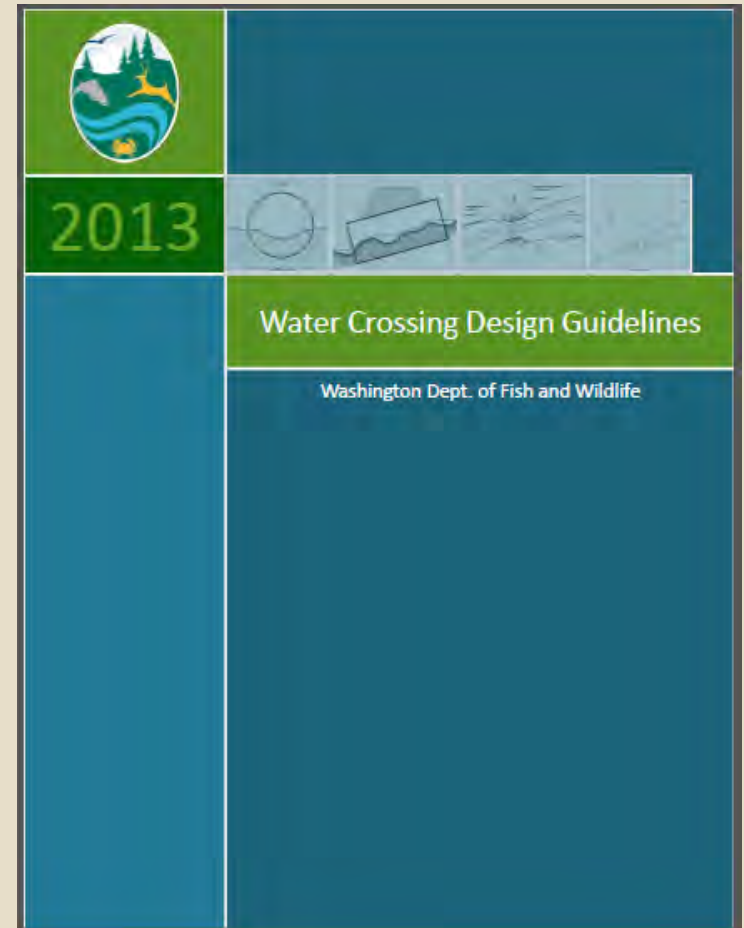
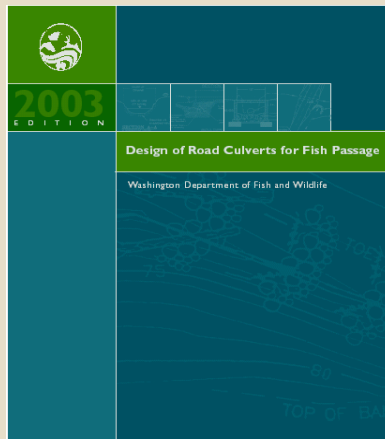
## Stream Habitat Restoration Guidelines



### What's New?

Dedicating Land & Water; Climate Change; Public Safety; Improved project planning & design discussion

## Water Crossing Guidelines



### What's New?

Bridge Guidance; Tide Gates;  
Temp Crossings; Crossing Site  
Considerations



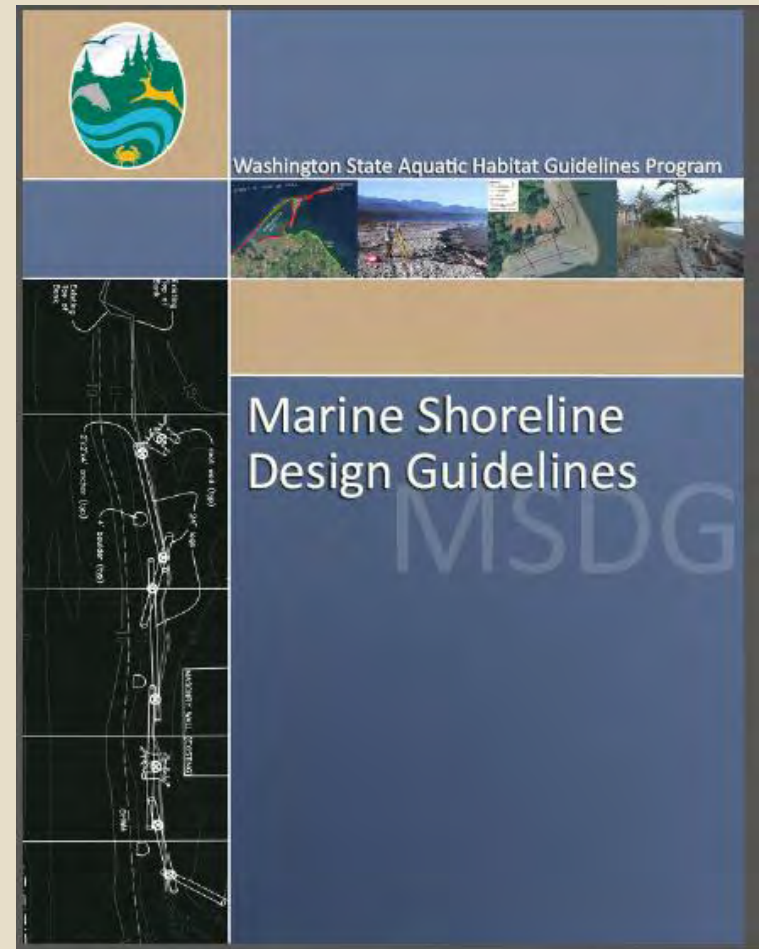
**NEW!**

## Marine Shoreline Design Guidelines

Shoreline Protection in Puget Sound

- Coastal Processes
  - Assessment
- Alternatives Analysis  
Techniques

Passive Techniques; Beach  
Nourishment; Wood; Reslope/Reveg;  
**Bulkhead Removal**; Hard Armor



## Fishway Guidelines

2000 Draft

[http://wdfw.wa.gov/publications/  
00048/](http://wdfw.wa.gov/publications/00048/)



## Fish Protection Screen Guidelines

2000 Draft; Update in  
process

[http://wdfw.wa.gov/publications/  
00050/](http://wdfw.wa.gov/publications/00050/)

## Biological

- WDFW Habitat Biologists
  - WDFW Area Fish Biologists
  - WDFW Area Wildlife Biologists
- } Contact via Habitat Biologist

## Fish Screening (WDFW Web site)

[www.wdfw.wa.gov/conservation/habitat/planning/screening/](http://www.wdfw.wa.gov/conservation/habitat/planning/screening/)

## Fish Passage (WDFW Web site)

[www.wdfw.wa.gov/conservation/habitat/fish\\_passage/](http://www.wdfw.wa.gov/conservation/habitat/fish_passage/)

## Fish Passage Barrier and Surface Water Diversion Screening Assessment and Prioritization Manual

[www.wdfw.wa.gov/publications/pub.php?id=00061](http://www.wdfw.wa.gov/publications/pub.php?id=00061)

## Environmental Permit Handbook

[www.ora.wa.gov/resources/handbook.asp](http://www.ora.wa.gov/resources/handbook.asp)

## Governor's Office of Regulatory Assistance

[www.ora.wa.gov/resources/permitting.asp](http://www.ora.wa.gov/resources/permitting.asp)

Use [Project Questionnaire](#) or call 1-800-917-0043

For required permits, licenses, or approvals

## SHRG Permitting Appendix

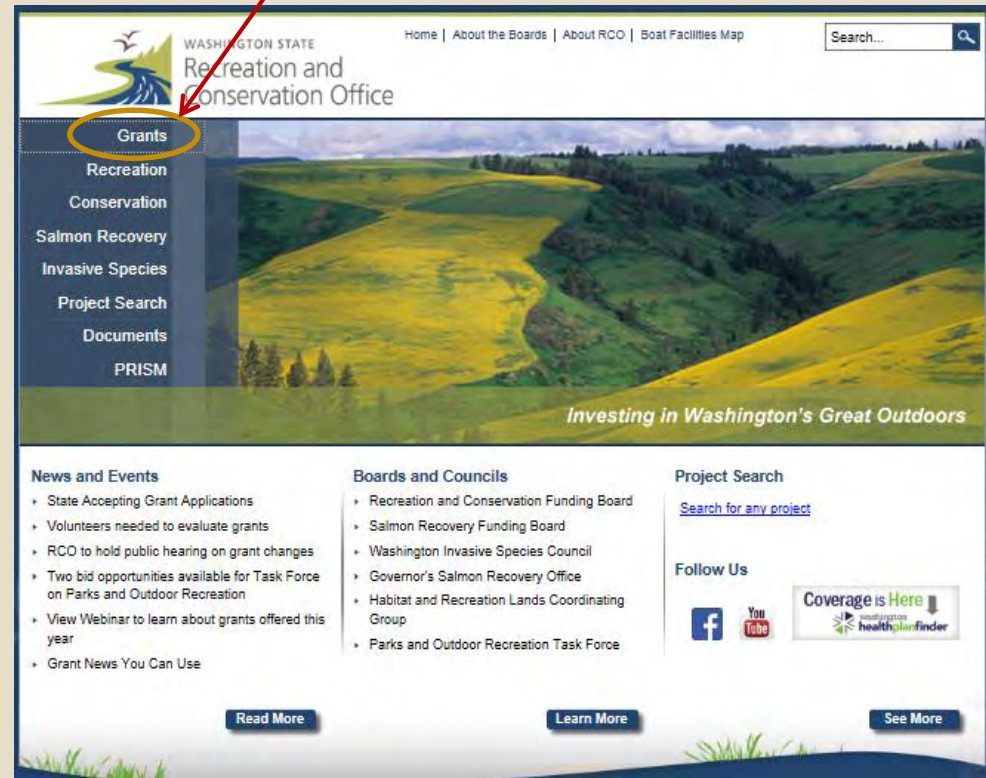
<http://wdfw.wa.gov/publications/01374/>

Randy McIntosh, NOAA Fisheries (ESA Consultation)

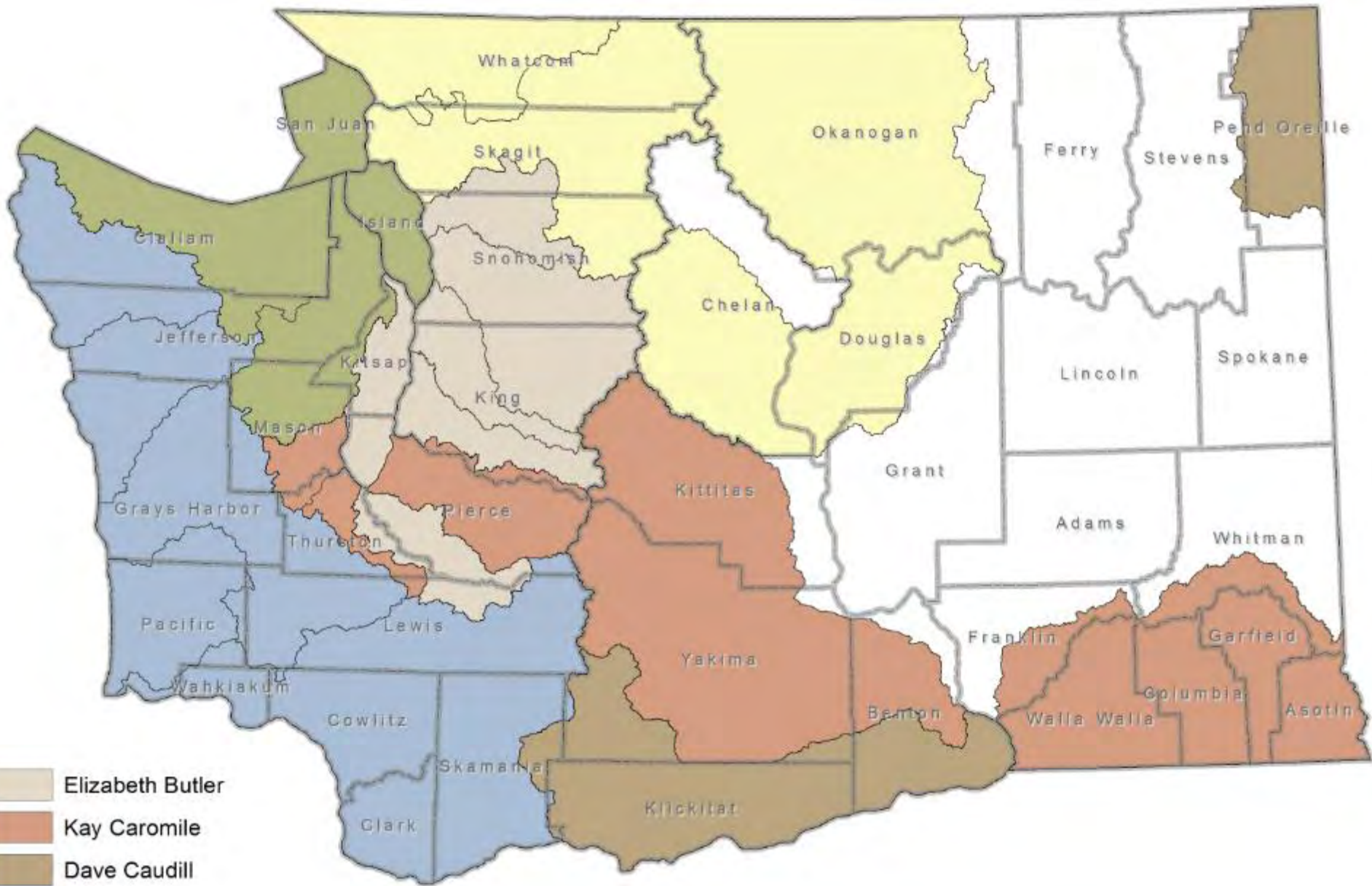
360-534-9309 or [Randy.Mcintosh@noaa.gov](mailto:Randy.Mcintosh@noaa.gov)

Important Information for each program is available on RCO's Web site  
[www.rco.wa.gov](http://www.rco.wa.gov)

- Loading PRISM software
- PRISM tutorials
- Application Checklists
- Policy Manuals
- Other Resources







- Elizabeth Butler
- Kay Caromile
- Dave Caudill
- Marc Duboiski
- Mike Ramsey
- Alice Rubin



Agency & SRFB  
Overview

Grant Requirements

2015 Grant Process

Eligible Projects

2015 Application

Project Expectations

Technical Assistance

**PRISM Online**

Questions



## Have your Application project # from PRISM PRISM Online

- Use PRISM ID and password
- Web-based
- Mapping tool
- Check each page for errors
- Multiple attachments
- PRISM 2007 for project management
- <https://secure.rco.wa.gov/Prism/Sponsor/>



# HELP WITH PRISM ONLINE



A screenshot of the PRISM online dashboard in a Mozilla Firefox browser. The browser address bar shows "https://secure.rco.wa.gov/PRISM/Sponsor/". The dashboard has a dark blue header with the "PRISM online" logo and navigation tabs: Home, My Proposed Projects, My In-Progress Projects, My Completed Projects, My Other Projects, and Project Search. Below the header, there are filters for "SELECT ORGANIZATION:" (Recreation and Conservation Office) and "SHOW DATA FOR:" (Me (Kat Moore), My Org). A "Refresh Data" button is present. On the right, a map of Washington and Oregon shows mapped worksites with numbered markers. Below the map, there are three main sections: "MY OPTIONS" with search links and a "Go to project:" field; "MY PROJECTS" with a pie chart and a list of project counts (20 Proposed, 84 In Progress, 250 Completed, 138 Other, 502 Total); and "MY RECENT ACTIVITY" with a list of recent projects and reports.

## PRISM Online How-To Videos

[http://www.rco.wa.gov/prism\\_app/PRISM\\_Help.shtml](http://www.rco.wa.gov/prism_app/PRISM_Help.shtml)

THANK YOU FOR YOUR TIME.