

WA Coast Restoration and Resiliency Initiative 2020 Application Training

February 19, 2020
10:00 am to 12:00 pm

Workshop Overview

- Program Orientation
- Schedule
- Eligibility
- Application Process
- Info For Funded Projects

WCRRI Partners



Funding provided by the WA state legislature through the capital budget.

Program Beginnings

The mission of the WCRRI is to protect and restore ecosystems of the Washington coast while promoting the resilience of coastal communities through job creation and hazard reduction.

Began as local effort supported by The Nature Conservancy.

First funded through WA state legislature in 2015.

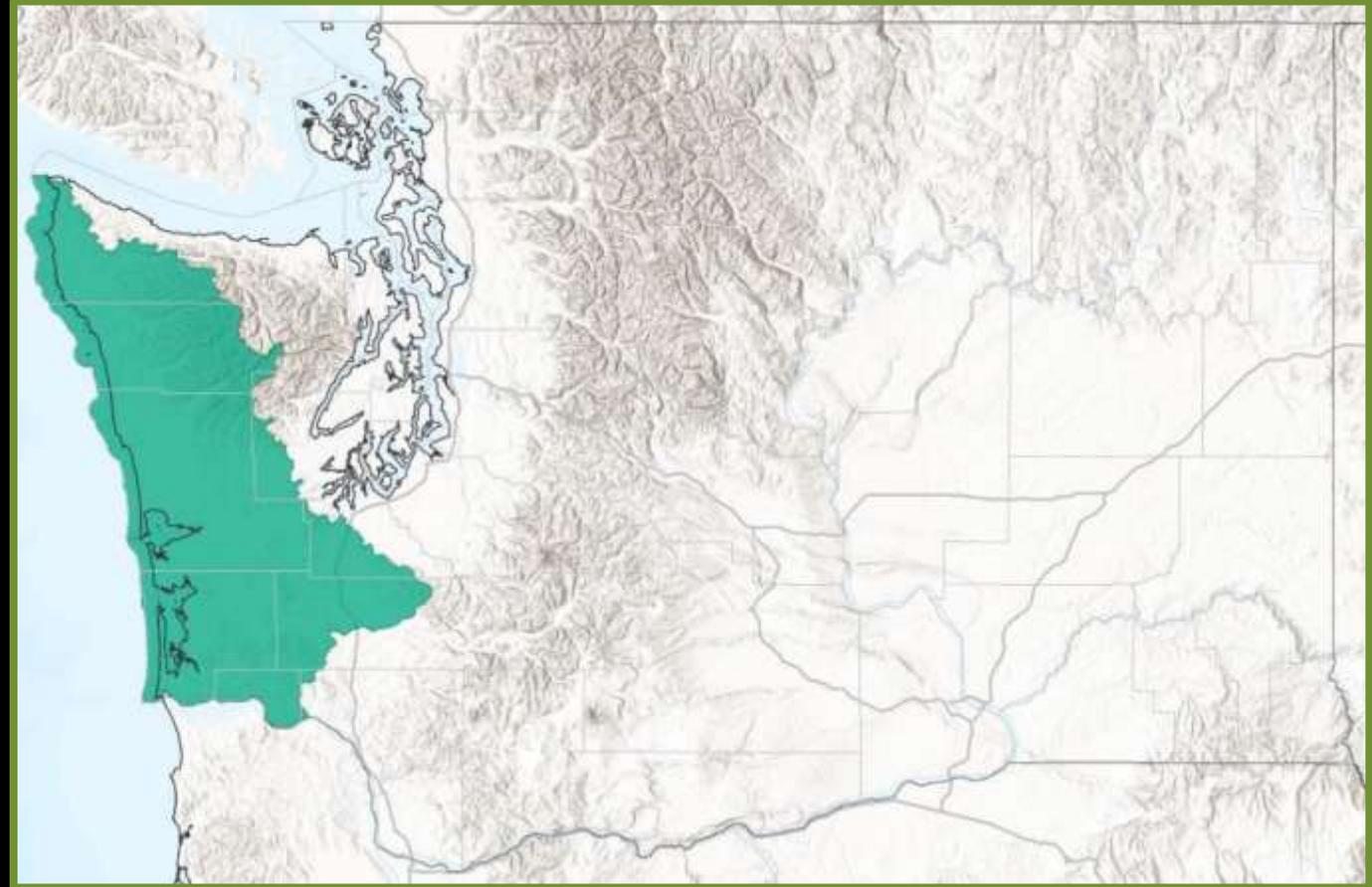
\$12 million awarded every biennium.

Resiliency added in the 2019-2021 biennium.

Program Strategy

Projects should:

- 1) Address highest priority ecological protection and restoration needs.
- 2) Use cost-effective methods to substantially protect and restore ecosystem functions, goods, and services.



Program Materials

<https://rco.wa.gov/grant/washington-coast-restoration-and-resiliency-initiative/>

Applicant

Sponsors

Reference Documents

Resiliency and Restoration Initiative in 2015 to provide funding and technical assistance for communities along Washington's coast.

The grant program is aimed at proactively addressing the region's highest priority restoration and resiliency needs and putting people to work restoring coastal lands and waters.

Projects must address the region's highest priority ecological protection and restoration needs while stimulating economic growth and creating jobs in coastal communities. In addition, projects must provide substantial protection and restoration of ecosystem functions, goods, and services through cost-effective methods.

Grant Application Schedule

Item	Date
Request for Proposals Request for Proposals 2021-2023 Biennium	February 10, 2020
Application Workshop <i>Register here.</i>	February 19, 2020 <i>Workshop will be held from 10:00 am to 12:00 pm PST. Register here.</i>
Draft Applications Due	March 13, 2020
Eligibility Notification <i>Applicants notified if applications meets minimum eligibility requirements.</i>	March 30, 2020
Project Site Visit and Presentation	April 13, 2020 - May 15, 2020 <i>Applicants will be notified of specific dates.</i>
Review Comments to Applicants <i>Applicants provided comments from Technical Review Panel.</i>	May 18, 2020
Final Application Due	June 12, 2020

GRANT MANUAL

Grant Forms

- Request for Proposals 2021-2023 Biennium
- Conceptual Project Form
- Appendix C Project Proposal Templates
- Cost Estimate Template
- RCO Landowner Acknowledgement Form
- Project Partner Contribution Form
- Barrier Evaluation Form
- Correction Analysis Form
- Applicant Authorization Resolution
- Fiscal Data Collection Sheet
- Landowner Certification Form

WCRRI Resources

- Draft Application Checklist
- Final Application Checklist
- Landowner Agreement for Restoration Projects
- Acquisition Stewardship Plan
- Restoration Stewardship Plan

General Resources

- Manual 3: Acquisition Projects
- Manual 5: Restoration Projects
- Manual 7: Long-term Obligations



Program Schedule

Important Dates for Applicants in 2020

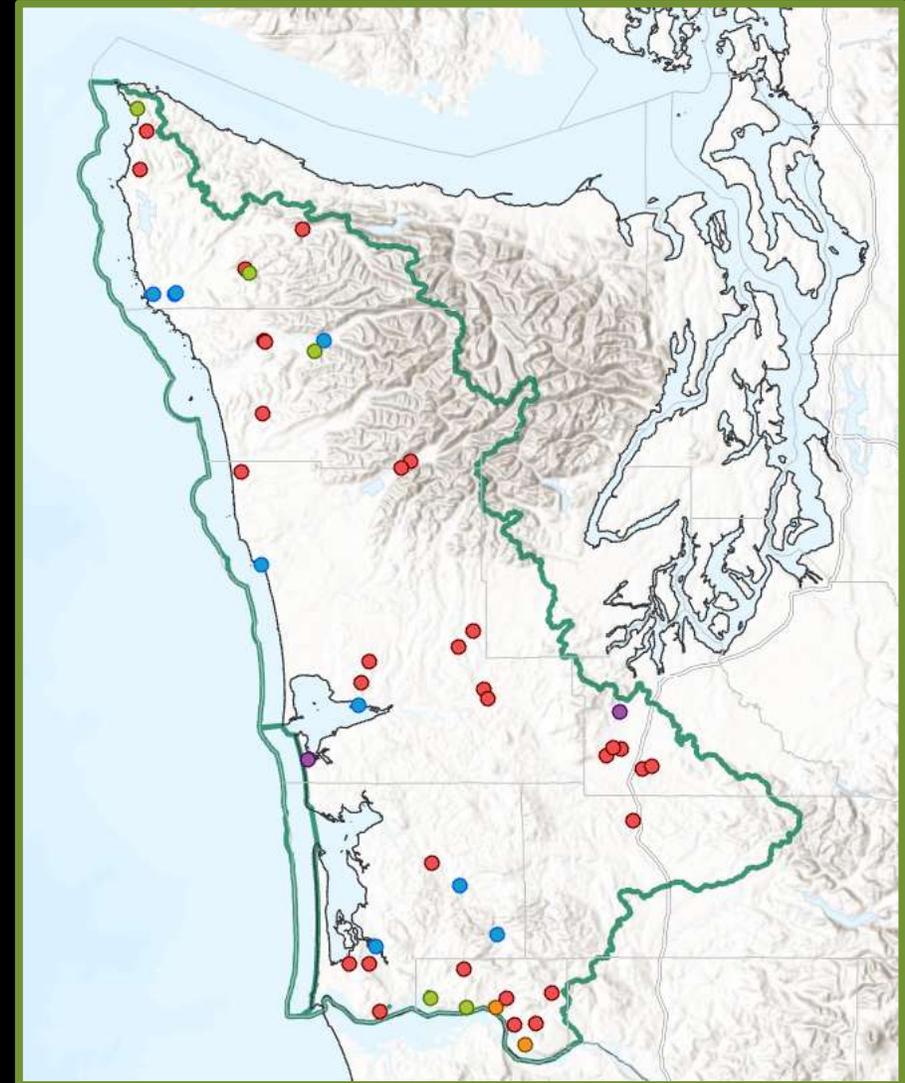
Draft Applications Due	March 13
Site Visits	April 13 - May 15
Final Applications Due	June 12
Draft Investment Plan Notification	August 3
Funding Start Date	July 1, 2021

A landscape photograph of a field at sunset. The sky is filled with dramatic, layered clouds in shades of orange, yellow, and grey. The sun is low on the horizon, creating a bright glow. In the foreground, there is a field of dark, dense vegetation. Two tall, thin utility poles stand in the field, one on the left and one on the right. In the background, there are silhouettes of trees and a low mountain range under a hazy sky.

Program Eligibility

Eligible Applicants

- Cities
- Counties
- Conservation Districts
- Native American Tribes
- Non-Profit Organizations
- Regional Fisheries Enhancement Groups
- Special Purpose Districts
- State or Federal Agencies
- Private or Public Corporations



Project “Ready to Go”

Ready to implement?



**Can it be completed
within the biennium?**

Eligible Projects

- Planning
 - Acquisition
 - Restoration
 - Combination
-
- If your project doesn't easily fit, contact Alice Rubin at RCO.



Acquisition

- Any acquisition elements in a project.
- Fee simple purchase.
- Conservation easements.
- Purchase of water rights.
- Buildings must be removed/demolished
- Clear title: free of encumbrances limiting intended use.
- Must follow Uniform Real Property Acquisition procedures.

<https://rco.wa.gov/grants/grant-requirements/acquisition-tool-kit/>



Acquisition Toolkit

<https://rco.wa.gov/grants/grant-requirements/acquisition-tool-kit/>

- General Procedures
- Required Documents
- Manual 3-Acquisition

The screenshot shows the Washington State Recreation and Conservation Office (RCO) website. The header includes the RCO logo and navigation links: Grants, What We Do, Get Involved, About Us, and Contact Us. The main content area is titled "Acquisition Tool Kit" and features a sidebar menu with the following items: GRANTS, Find a Grant, Apply for a Grant, Grant Requirements, Acquisition Tool Kit (highlighted with a right-pointing arrow), Match Reduction, Planning Requirements, Making Your Project Accessible, Using Sustainable Practices, Grant Manuals, Evaluation, Post Award Information, and Contact a Grants Manager. The main content area contains the following sections:

- Project sponsors acquiring real property in any RCO grant program may use the information below to successfully complete their projects.**
- Buying without a Signed RCO Contract?**

You will need a Waiver of Retroactivity if you plan to purchase real property before having a signed RCO grant contract in hand. You must submit your request before closing on the property, preferably at least 30 days in advance. See Section 2 of [Manual 3](#) for more information.

 - [Waiver of Retroactivity Checklist](#)
- General Procedure**

Below are resources that may help you stay organized and ensure you meet RCO grant requirements.

 - [Common Things that Need RCO Approval](#)
 - [Quick-Step Guide \(Manual 3: Acquisition Projects, Section 1\)](#)
 - [Project Deliverables](#)
- Required Documents**
- When Applying**

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

Grant applicants in any category of the Washington Wildlife and Recreation Program must include documentation that they have reviewed and conferred with the local jurisdictions where the lands are located. Here is a [sample letter](#) that may be used to initiate this requirement, and a [sample Conferral Documentation Form](#) to document completion of this process.
- After Grant Award**

Plan Ahead

- Issues can arise if you don't think long-term.
 - Not following Landowner Agreement or Stewardship Plan.
 - Incompatible Use.
 - Exceptions:
 - Fire, Act of Nature
 - Extreme Vandalism
 - Obsolescence

Project Type: Planning

- Assessments
 - Fish passage barrier inventories
 - Reach-scale habitat assessment
 - Landowner Willingness Survey
 - Innovative Techniques
- Feasibility/Scoping Studies
- Designs



Required Design Deliverables

Project Deliverables	Project Type			
	Conceptual Design	Preliminary Design	Final Design	Construction Project ¹
Conceptual Design Report and Drawings	✓	Application	Application	Application
Preliminary Design Report and Drawings		✓	✓	✓
Landownership Certification Form	✓	✓	✓	✓
Permit Applications		Optional	Optional	✓
Design Review Comments		Optional	✓	✓
Final Design Report and Drawings			✓	✓
Technical Specifications			✓	✓
Construction Quantities and Costs	3		✓	✓
Bidding Documents			✓	✓
Permits		Optional	Optional	✓
Cultural Resources Compliance Control and Tenure Documents	2	2	2	✓
As-Built				✓

¹Design-build construction projects have an abbreviated set of design requirements before construction. See Appendix D-4.

²Cultural resources compliance may be required if sponsor is conducting ground-disturbing activities during the design phases.

³Rough cost estimate of the preferred alternative.

<https://rcow.wa.gov/grant/salmon-recovery/>

Manual 18 Appendices and More

Manual 18 Appendices

A: Salmon Recovery Contacts

B: Puget Sound Acquisition and Restoration

C: Application Checklist

D: Design and Restoration Project Deliverables (Full appendix)

– D1: Conceptual Design Deliverables

– D2: Preliminary Design Deliverables

– D3: Final Design Deliverables

– D4: Construction Deliverables

Project Type: Restoration

- Manual 5 Restoration Projects
 - Eligible Costs
 - General policies
 - Prevailing Wage
 - Competitive Bids
 - Cultural Resources

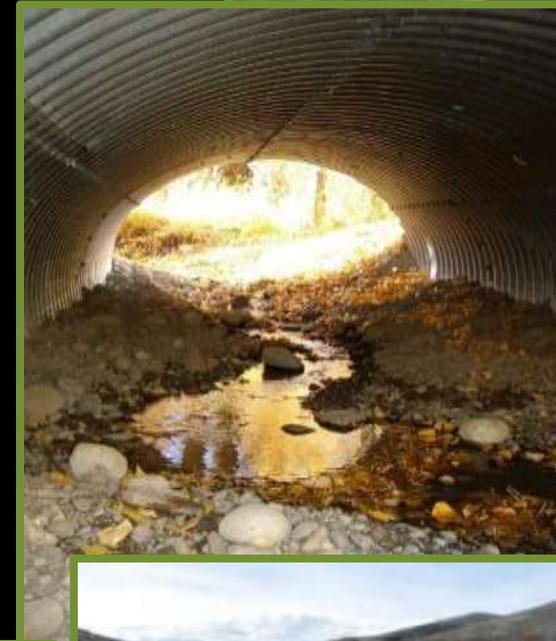
Manual 5

Restoration Projects

July 2018

Project Type: Restoration

- Improve restore natural habitat functionality and/or resiliency.
- Use accepted techniques to restore natural conditions and functionality.
- Applications with a grant request larger than \$250,000 must provide preliminary designs by final application deadline.



Project Type: Combination

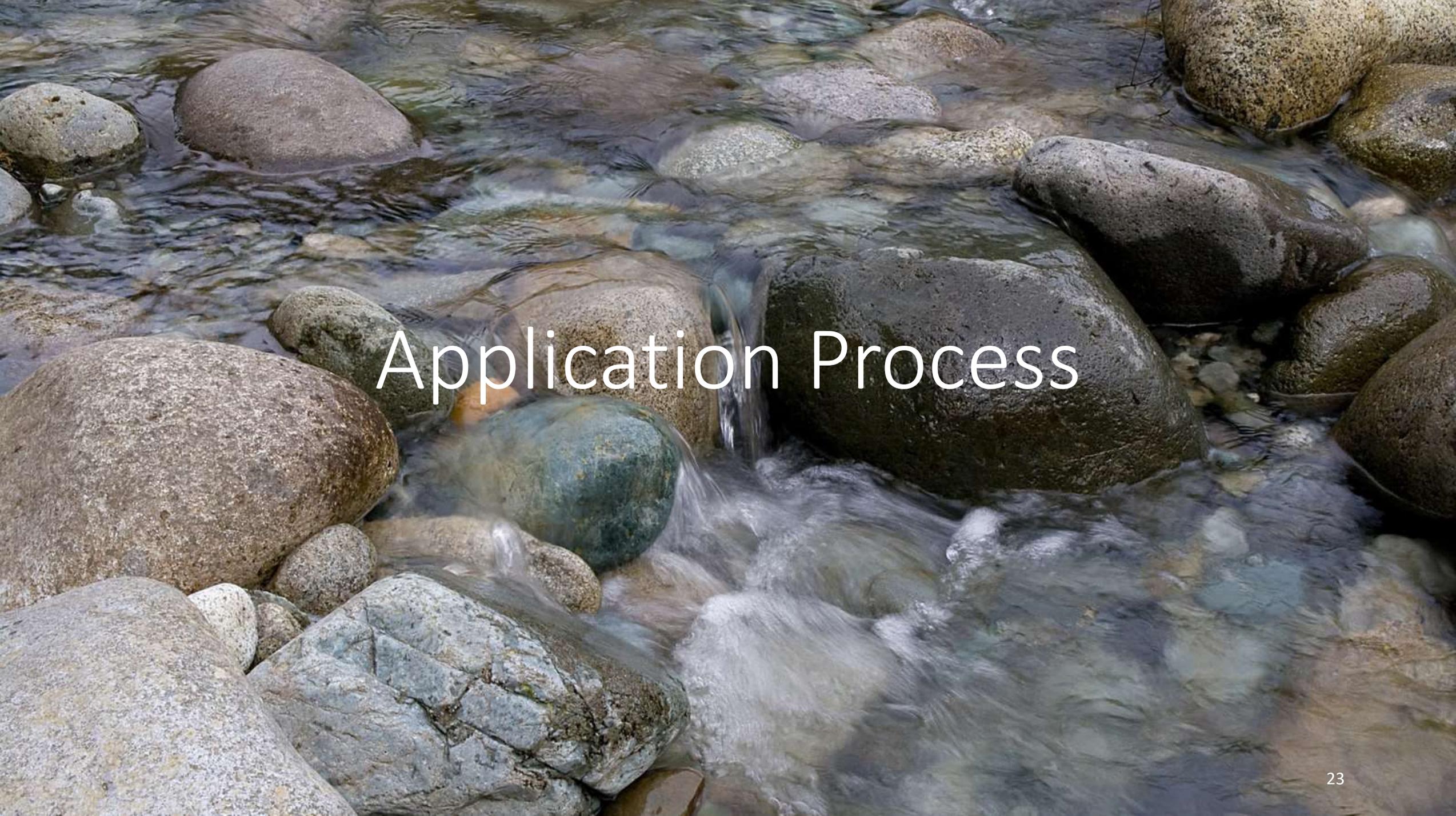
- Acquisition & Planning
- Acquisition & Restoration
- Planning & Restoration (consult with RCO)

Funding Caps

- Grant request cannot exceed \$2,000,000
- No match requirement

Ineligible Project Elements

- Property acquisition through eminent domain.
- Property acquired before the project start date.
- Restoration activities before the project start date.
- Construction material purchased before the project start date.
- Land leases.
- Mitigation projects, activities, or funds.
- Maintenance, not including riparian stewardship projects.
- Project effectiveness monitoring for a completed project.
- Purchase of existing structures that are not essential to the site.
- Building or indoor facility construction.
- Capital facilities and public works projects.
- Projects that include flood protection structures must demonstrate a linkage to community resilience.
- Converting from septic to sewage treatment systems.
- Operation or construction of fish hatcheries.
- Net pens, artificial rearing facilities, remote site incubation systems, and supplementation.
- Operation of hydropower facilities.
- Fish harvest and harvest management activities that are outside the eligible project type discussed above.
- Fishing license buy-back.
- Park facilities or structures.
- Lobbying or legislative activities.
- Costs to apply for WCRRI or other grants.
- Projects that do not address an important habitat condition or ecosystem functions.
- Environmental cleanup.
- Purchase of motor vehicles as a direct expense.



Application Process

WCRRI Application Materials Online

land and water. These same communities have some of the highest unemployment rates in the state. Given the urgency of needs, the Legislature created the Washington Coast Resiliency and Restoration Initiative in 2015 to provide funding and technical assistance for communities along Washington's coast.

The grant program is aimed at proactively addressing the region's highest priority restoration and resiliency needs and putting people to work restoring coastal lands and waters.

Projects must address the region's highest priority ecological protection and restoration needs while stimulating economic growth and creating jobs in coastal communities. In addition, projects must provide substantial protection and restoration of ecosystem functions, goods, and services through cost-effective methods.

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Grant Awarded	July 1, 2021 <i>Included in state capital budget.</i>

Application Resources

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- Manual 7: Long-term Obligations
- Manual 8: Reimbursements

Application Process



Application Review

- RCO administrative review
- Technical review
 - Peer-reviewed ranking process
 - Draft proposals reviewed for eligibility
 - Final proposals evaluated using criteria in Appendix A.



Required Draft Application Materials

- PRISM Application: Project Details, Metrics, Costs
- COMPLETE draft Salmon Project Proposal Form
 - Including supplemental questions
 - Different forms for different project types
- Project location or Vicinity Map
- Designs, if available
- Barrier forms
- Draft detailed cost estimate (template available)

*checklist available on WCRRI website.



Site Visits and Comments

- Scheduled after March 13.
- Either on site or remote.
- Opportunity with review team.
- Written comments to follow.



Final Application Materials

- ✓ Complete and  PRISM application, including:
- ✓ Finalize draft materials.
- ✓ Responses to comments.
 - ✓ MUST use track changes AND answer at end of proposal form.
- ✓ **Community Support Documentation.**
- ✓ Landowner acknowledgement form(s).
- ✓ 2 Site photos.
- ✓ Project Partnership Contribution Form
- ✓ Designs.
 - Preliminary designs required for \$250,000+ grant request.
- ✓ Deliverables from previous phase (design project).
- ✓ Application Authorization Form (except tribal applicants).
- ✓ RCO Fiscal Data Collection Sheet



Using PRISM Online to Apply

<https://rco.wa.gov/grants/apply-for-a-grant/prism/>

PRISM
online

LOG ON
Please enter your user name and password.

User name
kmoore

Password

Remember Me

Log On

[Forgot Your Password?](#)

NEW USERS
[Create a PRISM account](#)

Need PRISM assistance? Call 1-360-902-3086
or email PRISMSupport@rco.wa.gov

020.1.7.573 About PRISM RCO Web Site

PRISM Training and Help

<https://rco.wa.gov/grants/apply-for-a-grant/prism/>

Training Videos

PRISM Basic Navigation (8:50 Minutes)

This video provides a brief introduction to PRISM with details about navigating the home page.

Adding Attachments (2:04 Minutes)

This video demonstrates how to add attachments to an application and how to determine which attachments are required.

PRISM E-Billing Overview (51:31 Minutes)

Learn about how to submit a bill using PRISM's electronic billing system.

Submitting a Progress Report (5:13 Minutes)

This video demonstrates how to start and complete a Progress Report in PRISM Online.

Introducing Property Module (5:01 Minutes)

This video demonstrates how to access the "Property" module in PRISM and fix potential property issues when submitting a bill or a final report.

Mapping Properties (4:50 Minutes)

This video demonstrates how to map properties using the property mapping tool.

Submitting a Final Report (7:20 Minutes)

This video demonstrates how to start and complete a Final Report in PRISM Online.

PRISM Online Dashboard

The screenshot shows the PRISM Online Dashboard interface. At the top, there is a navigation bar with the PRISM logo and menu items: Home, Menu, Sponsor Resources, and Help. A search bar is located on the right side of the navigation bar. Below the navigation bar, there is a secondary menu with a red 'X' over a button and two active tabs: Project Actions and Project Search. The main content area is divided into two columns. The left column features a search bar labeled 'Go to Project' with a 'Go' button, and a section titled 'Recent Activity' listing several projects. The right column contains five action buttons: Applications, Billings, Progress/Final Reports, Attachments, and Properties. Below these buttons is a table header with columns for Project #, Sponsor, Project, and Status. A message below the table header reads: 'Click an action button above to load project data.'

Navigation: Home, Menu, Sponsor Resources, Help

Sponsor Name

Project Actions, Project Search

Go to Project

Go

Recent Activity

- 15-1134 R Grays River Reach 3 and 4 Mass Wasting Project (Cowlitz Indian Tribe)
- 17-1067 P Grays Pond Reconnection Design (Cowlitz Indian Tribe)
- 15-1114 R Upper Hamilton Creek Restoration (Lower Columbia Estuary Partner)
- 15-1135 R EF Grays River Large Wood Retention (Cowlitz Indian Tribe)
- 16-1534 R Lower South Fork Grays River Restoration (Cowlitz Indian Tribe)
- 17-1066 P Gobar Creek Design (Cowlitz Indian Tribe)
- 18-1389 P Lower East Fork Grays Design (Cowlitz Indian Tribe)

Applications, Billings, Progress/Final Reports, Attachments, Properties

Project #	Sponsor	Project	Status
-----------	---------	---------	--------

Click an action button above to load project data.

PRISM Application

- A note about the PRISM application
- Not compatible with Internet Explorer.



- Built from Salmon Recovery Funding Board App.
 - Metrics and maybe some questions ask about “salmon.”
 - If your project focuses on other species, answer accordingly-ignore “salmon” in questions/options.
- A few changes in the application from last biennium.

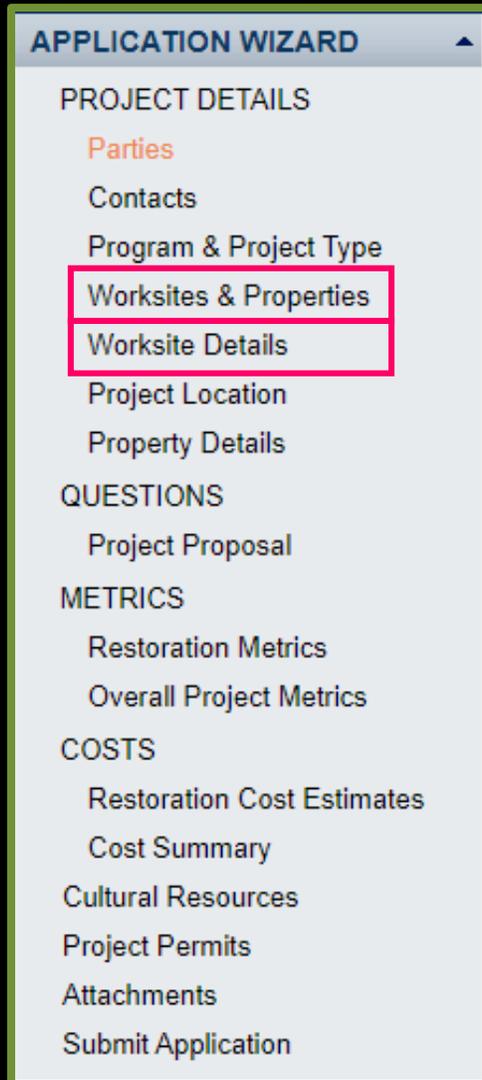
Back

Check Page for Errors

Save

Next

PRISM Application



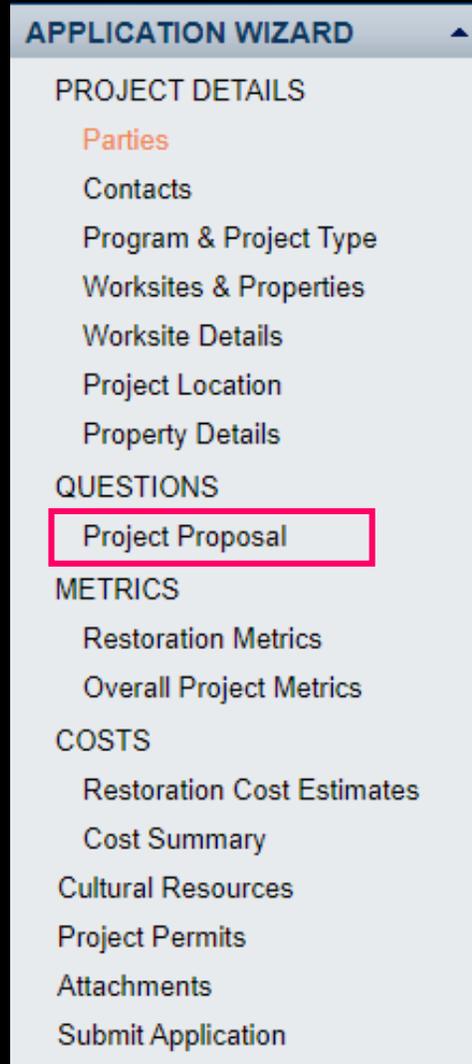
Worksites and Properties Page

- Every project requires at least one worksite
 - Multiple: work in separate, disjointed locations.
 - Multiple: work in different counties.
 - Large-scale invasive species: worksite by watershed.
 - Bill by worksite-cost tracking
- Planning projects do not require a Property.
 - Large-scale invasive species: single property by landowner type, land use, or other logical grouping.

Worksite Details Page

- Only list species which are the intended to have primary project benefits.

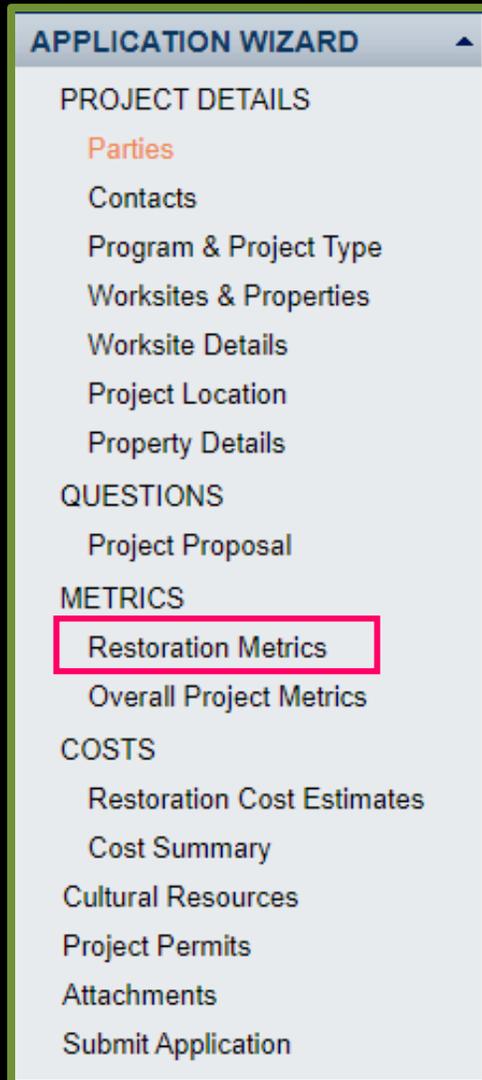
PRISM Application



Project Proposal Page

- Project description should include:
 - Project type (restoration/acquisition/planning).
 - Location.
 - Habitat type.
 - Species benefitting (if one is targeted).
 - Goal(s).
 - Proposed actions (should correspond with metrics).

PRISM Application



- Remember-based on salmon applications. Choose what fits best, regardless.
- All project actions.
- Go into the grant agreement.

Metrics might not fit your project – contact Alice for help and advice.

Metrics Page Notes

RESTORATION METRICS

Click the "+" symbol to expand the metric options, or click "Expand All" to see all of the available... [more](#)

Show Definitions

Worksite: (#1)

Acres of Habitat Treated

Other Habitat Type Treated: Excluding stream habitats, the type (ex: forest, wetland, prairie, etc.) and total acres of habitat treated/protected at the project worksite (to the nearest .01 acre) for the species indicated above. Multiple treatments should only be "counted" once, so that the total reflects actual area subjected to treatments regardless of how many treatments were applied.

Identify the Habitat Types Treated

Describe the various habitat types treated

Other Species Targeted

Identify any non-fish species that will benefit from this project. Put N/A if none.

Miles of Stream and/or Shoreline Treated or Protected (C.0.b)

The total length of freshwater stream, side channel, and/or marine shoreline treated or protected at the project worksite (to the nearest 0.01 mile). Multiple treatments in the same stretch of stream, side channel, or shoreline should only be "counted" once. This reflects actual stream, side channel, or shoreline length subjected to treatments regardless of how many treatments were applied. Use a meander measurement of the portion of the stream treated by the project area. Include the stream adjacent to riparian areas. This does not include "miles of stream made accessible," which is an "effect" not a treatment. Use the minimum number of miles for barrier removal projects involving a single barrier.

Project Identified In a Plan or Watershed Assessment (C.0.c)

Name of the Recovery Plan that identifies the need or justification for conducting this project. If not identified in a Recovery Plan, watershed assessment or other plan which justifies the need for the project. Use endnote citation format (Author, year, address). If project was not identified in a plan, enter "none." (500 characters max).

- **Acres of Habitat Treated:** Non-stream habitats.
- **Identify the Habitat Types Treated:** where work is focusing.
- **Other Species Targeted:** only if project is targeting non-salmonid species for primary benefits. (Redundant to Worksite Details Page. n/a ok.)
- **Project Plan:** use citation format indicated.

Restoration/Planning/Acquisition Metrics Page

- Design projects: only select highest level of design to be achieved.
- Note for barrier projects.
 - Existing barrier downstream of project, report 0 miles gained in metrics.
- One metric per activity.
- Be accurate – or be conservative in your metrics
 - Don't over-commit.
 - Don't double count.
- Costs should equal total project cost (include match).
 - Indirect: all costs with Worksite #1 only.
- **Metrics matter.**



A&E and Admin Cost Limits

- **Admin (Acquisition):**

- Limited to 5% of total Acquisition costs.
- Eligible costs in Acquisitions Manual 3.



- **AA&E (Restoration):**

- Limited to 30% of Construction Costs.
- Eligible costs in Restoration Manual 5.

- **Planning:**

- All costs considered admin.
- Incorporate into project costs.

PRISM Application

APPLICATION WIZARD

- PROJECT DETAILS
 - Parties
 - Contacts
 - Program & Project Type
 - Worksites & Properties
 - Worksite Details
 - Project Location
 - Property Details
- QUESTIONS
 - Project Proposal
- METRICS
 - Restoration Metrics
 - Overall Project Metrics**
- COSTS
 - Restoration Cost Estimates
 - Cost Summary
- Cultural Resources
- Project Permits
- Attachments
- Submit Application

- Report match for PRISM budget.
 - Read the question.
 - Do not abbreviate.

Sponsor Match: Monetary Funding

- ✓ Total amount of cash and/or grant funding (to the nearest dollar) other than the RCO grant request This amount should include the project sponsor's contribution to the RCO application/agreement and other monetary funding used to complete the RCO project deliverables and billed to RCO. Do not include costs associated with the RCO funded project. Enter 0 if no other funds were allocated/spent on this project.

Amount of other monetary funding (A.12)

Total amount of cash and/or grant funding (to the nearest dollar) other than the RCO grant request This amount should include the project sponsor matching funds in the RCO application/agreement and other monetary funding used to complete the RCO project deliverables and billed to RCO. Do not include costs associated with deliverables not included in the RCO funded project. Enter 0 if no other funds were allocated/spent on this project.

Source of other monetary funding (A.12.a)

Enter the name of the entity that contributed other funds to the project. If multiple entities, enter the name of each entity and the dollars contributed. Enter N/A if no other funds were contributed.

PRISM Application

APPLICATION WIZARD

PROJECT DETAILS

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

QUESTIONS

- Project Proposal

METRICS

- Restoration Metrics
- Overall Project Metrics

COSTS

- Restoration Cost Estimates
- Cost Summary
- Cultural Resources
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RESTORATION COST ESTIMATES

Work Types you selected in the Metrics screen determine the costs on this screen. You may enter or edit costs here. The subtotal below shows the limited Admin/AA&E costs (excluding Indirect Costs if applicable).

Worksite #1:

Category	Work Type	Estimated Cost	Note
Agency Indirect Costs	Agency Indirect	\$275,616	
Pre-Restoration Acquisitions And Nursery Operations Project	Nursery operation (C.12.c.1)	\$245,565	
Upland Habitat And Sediment Project	Upland vegetation management (C.6.h.1)	\$751,836	
WCRI Outreach / Education / Landowner Recruitment	WCRI Outreach Events Conducted	\$3,000	
	Subtotal:	\$1,276,017	
Admin, Architecture, and Engineering		\$51,168	
	Total Estimate For Worksite:	\$1,327,185	

Summary

Total Estimated Costs Without AA&E:	\$1,276,017	
Total Estimated AA&E:	\$51,168	(5.11%) Max:\$300,120 (30.00%)
Total Estimated Restoration Costs:	\$1,327,185	

- Roll-up of costs entered on Metrics Page.
- Changes here get reflected on Metrics Page.
- Should reflect total = grant+match.
- Rounding costs to nearest \$1,000
 - Do NOT round costs in cost estimate attachment.

PRISM Application

APPLICATION WIZARD

PROJECT DETAILS

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

QUESTIONS

- Project Proposal

METRICS

- Restoration Metrics
- Overall Project Metrics

COSTS

- Restoration Cost Estimates
- Cost Summary**
- Cultural Resources
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COST SUMMARY

	Estimated Cost	Project %	Admin/AA&E %
<u>Restoration Costs</u>			
Restoration	\$0		
SUBTOTAL	\$0		
Total Cost Estimate	\$0	100.00 %	

FUNDING REQUEST AND MATCH

The "Total Cost Estimate" above must equal your "Total Funding Request".

Enter the amount you are requesting and your sponsor match below. If you need to edit your cost estimates, click on the links in the Navigation Panel on the left side of the page.

FUNDING PROGRAM Grant request

Coast Rst Initiative Projects 10,000.00 Limit for selected prog

SPONSOR MATCH **PRISM Match**

+ Add Match Category

Category	Amount	Project %
Match Total:	\$0	-9,900.00 %

Total Funding Request: 100.00 %

2. Total Cost Estimate should equal Total Funding Request.

1. Total entered between Funding Program and Sponsor match

PRISM Costs Review

- Metrics page(s)
 - Amounts include grant and match total
- Overall Project Metrics page
 - Match information
- Cost Estimate page
 - Summary of costs entered on Metrics page(s)
 - Edits here change costs on Metrics page(s)
- Cost Summary page
 - Grant request and PRISM match.
 - Total must match total from Cost Estimate Metrics pages.
- Cost estimate spreadsheet

Info on all items above must match. PRISM knows if there is a conflict.



PRISM Application

APPLICATION WIZARD

PROJECT DETAILS

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

QUESTIONS

- Project Proposal

METRICS

- Restoration Metrics
- Overall Project Metrics

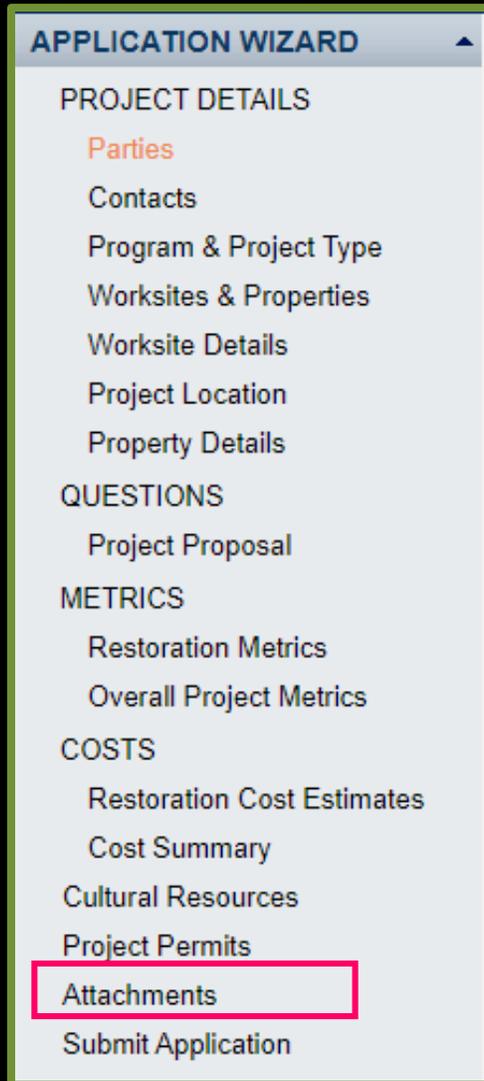
COSTS

- Restoration Cost Estimates
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- New page.
- Be descriptive.
- RCO leads cultural resources review, with exceptions.



PRISM Application



Review Draft and Final application checklists.

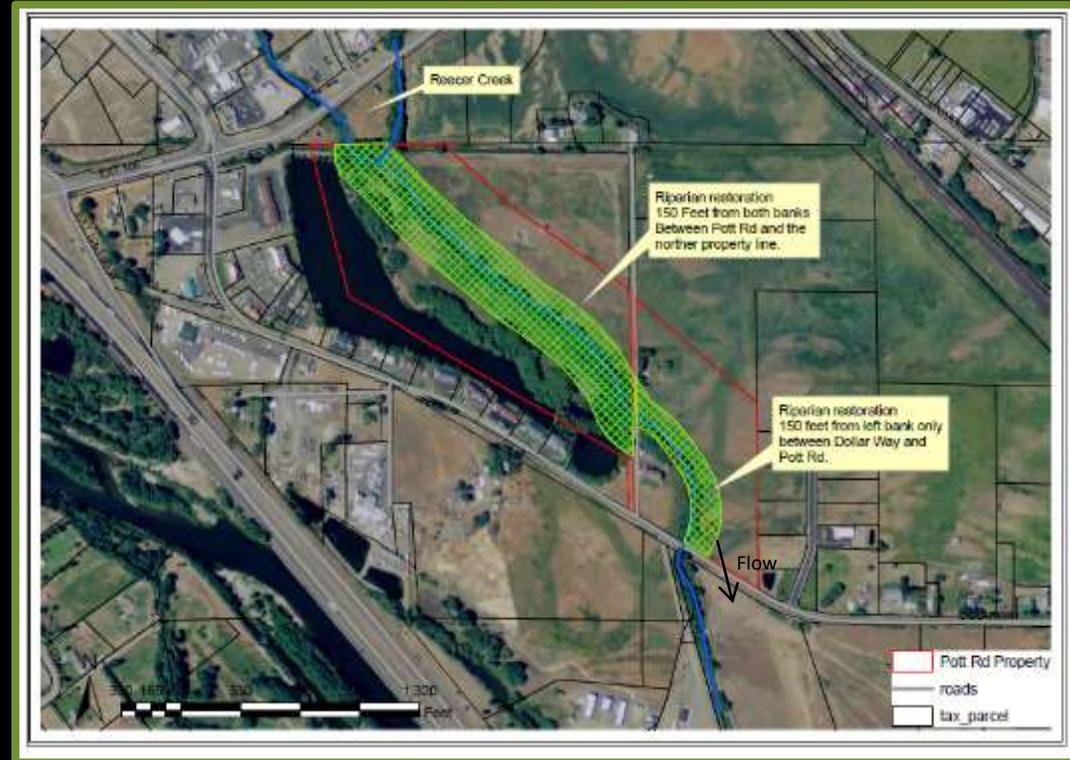
Required Attachments - Proposal

The order of the proposal questions is deliberate. Questions build upon each other. Linkages should be clear.

- Choose the right proposal.
- Problem Statement.
- Limiting factors and ecosystem services.
- Goals and Objectives.
- Assumptions and constraints.



Required Attachments- Maps



Required Attachments- Maps

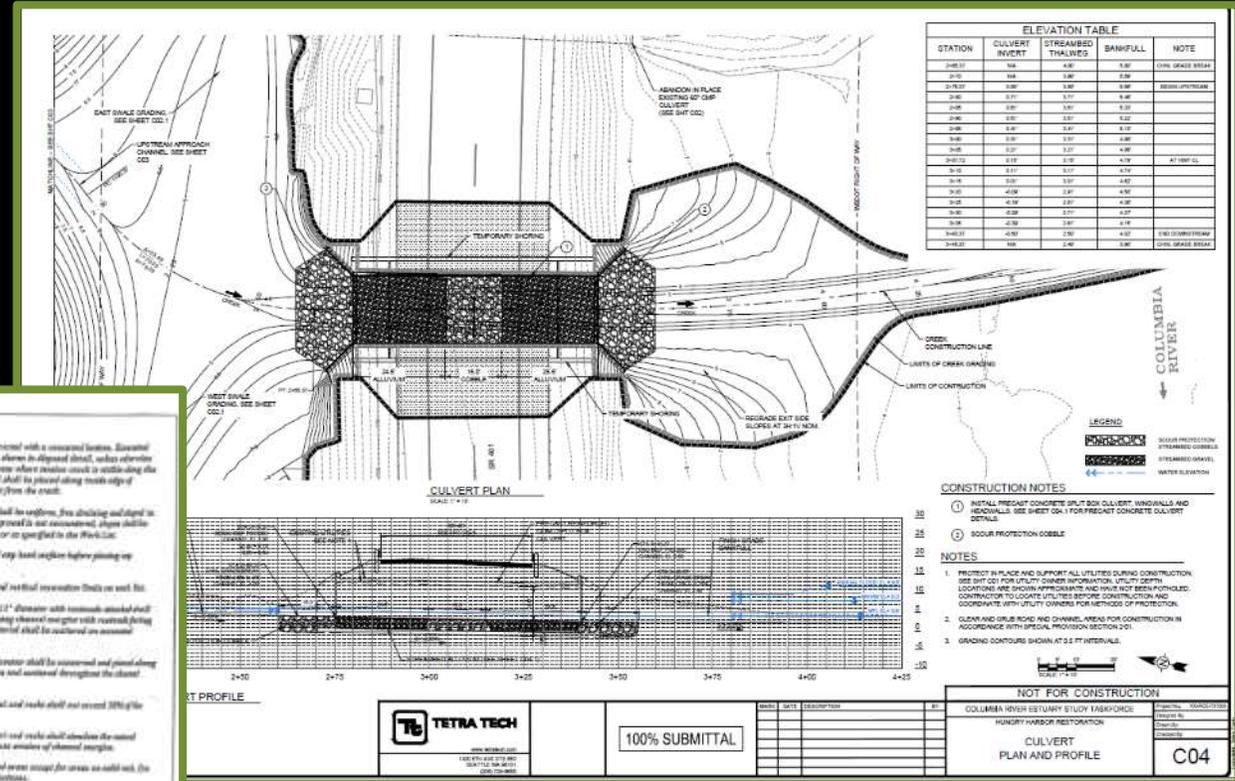
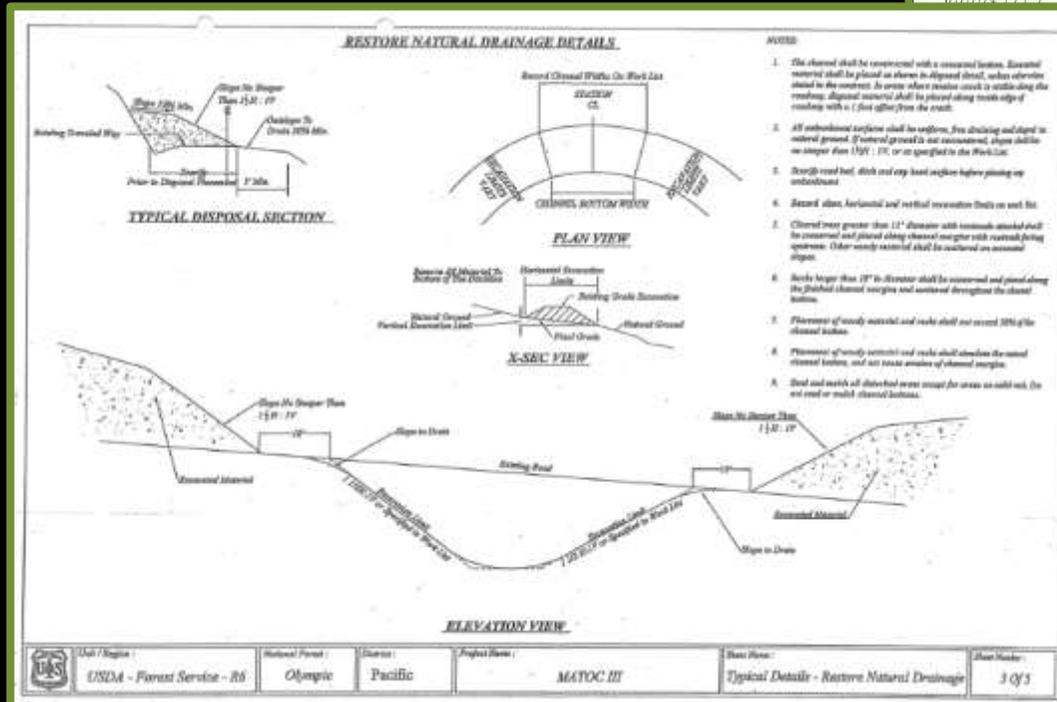
APE Map For Cultural Resources

- Outline ALL areas of ground disturbance, (including planting, access & staging areas). Use lines, polygons...
- Make sure Map has certain attributes
- Show section, township, and range.
- Project name and number.
- Mapping tool in manual.
- Multiple maps OK.



Required Attachments - Designs

- Project Designs
 - Preliminary required for restoration grants more than \$250,000



Required Attachments – Cost Estimate

Detailed Cost Estimate

- Don't Cut Yourself Short.
- Make sure bottom line matches PRISM Budget.
 - Round to nearest \$1,000 only in PRISM.
 - Attached cost estimate should be exact.
- Contingency should be rolled into costs.

The costs on this page are for design projects, not for the design phase of a restoration grant.
See Manual II, Appendix D for additional information regarding allowable costs.

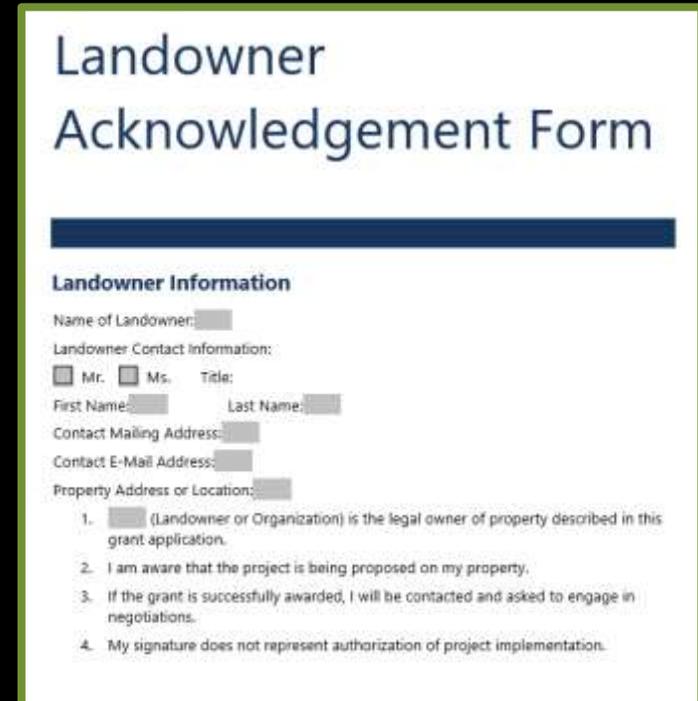
		OVERALL	GRANT	MATCH			Budget Check
		Budget must account for all costs to complete the	Enter only the amount of the grant request	The Grant, PRISM and Match should equal the total project cost and Budget Check will show if the Sponsors must account for all resources and types of match used to complete the project.			Budget Check
		Amount	Amount	Match	Funding not reported in PRISM	Source (Grant, Cash, Materials, Labor, Volunteers, etc)	Match Type (Federal, state, local)
Design Costs							
Category	Task Description	Qty	Rate				
13 Other	Project & staff fee	200.00	\$ 12,000	\$ 12,000			
14 Data collection	Inform agency contact data	200.00	\$ 6,000	\$ 12,000			
15 Permits	Coordination of required permits and public outreach	100.00	\$ 5,250	\$ 5,250			
16 Agency Coordination	Coordinate with resource and funding entities	100.00	\$ 5,250	\$ 5,250			
17 Preliminary design	Coordinate design team and stakeholders	100.00	\$ 6,900	\$ 6,900			
18 Administrative	Financial and Compliance reqs	60.00	\$ 47.28	\$ 2,837			
19 Administrative	Reporting on project status and accomplishments	40.00	\$ 42.92	\$ 1,717			
Outside Contracts (Below)							
20 Preliminary design	Perform design engineering, etc to complete preliminary	1.00	\$ 68,999.00	\$ 68,999			
21 Other	Legal review	1.00	\$ 4,999.00	\$ 4,999			
22 Other	Spray an overview inform	1.00	\$ 4,999.00	\$ 4,999			
23 Other	real estate etc, etc	1.00	\$ 4,999.00	\$ 4,999			
				\$ Total	\$ 125,626	\$ 125,626	
Indirect Costs							
Description		Approved	Total Project				
Indirect		0.266%	\$ 45,425.60	\$ 8,967	\$ 8,967		
Indirect		0.000%	\$ -	\$ -	\$ -		
			\$ Total	\$ 8,967	\$ 8,967		
GTOTAL			\$ 132,793	\$ 132,793			
			PRISM Project	\$ 121,793			

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

Required Attachments – Landowner Acknowledgement

Landowner Acknowledgement Form

- One per landowner
- Not Required for:
 - Sponsor Owned Property.
 - Large-scale Assessments, Inventories.
 - Reach-scale Acquisitions (priority parcels only).



The image shows a screenshot of a form titled "Landowner Acknowledgement Form". The form is white with a blue header bar. Below the title, there is a section for "Landowner Information" with several fields for personal and contact details. At the bottom, there are four numbered statements for acknowledgment.

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.

Required Attachments – Authorization Form

Authorization Form

- Governing board is aware of the project application.
- Designates authority to apply for and enter into agreement.
- Requires a governing body resolution.
- Can list multiple projects.
- **Not required for tribal sponsors.**



Final Checks

To Submit:

- Error-free edit check.
 - ! means page needs help.
 - ✓ means page is good.
- Certify.

APPLICATION WIZARD

PROJECT DETAILS

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

QUESTIONS

- ✓ Project Proposal
- ✓ Restoration Supplemental

METRICS

- ✓ Restoration Metrics
- ✓ Overall Project Metrics

COSTS

- ✓ Restoration Cost Estimates
- ✓ Cost Summary
- ✓ Cultural Resources
- ✓ Project Permits
- ✓ Attachments
- ✓ **Submit Application**

EDIT

Check Application for Errors To determine if you have any errors, click this button. Exclamation marks must be resolved before submitting.

CERTIFY

I certify that to the best of my knowledge, the information provided has been fully completed to the best of my ability. I understand that I may be required to submit additional documents before evaluation or approval.

SUBMIT

Submit Application Only the Project Content button will be available to submit the project to "Application Submitted".

Status Name	Status Date
Application Submitted	01/15/2020
Preapplication	01/02/2020

Tips for Success

- Start early.
- Be specific.
- Answer the question.
- Connect the problem and solution.
- Use current science and techniques.
- Fit the funding program's goals.
- Come in open-minded for discussion.
- Proof read your proposal.
- Develop clear thoughts.



Tips for Success



- Provide sufficient documentation for review.
- Make sure your budget makes sense and covers all expected costs.
- BORROW and learn from successful projects.
 - Don't forget to review previous comments.
- Know the scoring criteria.
- Leave no restoration opportunities on the table.
- Have someone else, unfamiliar with the project, read your application.
- Reach out for help.

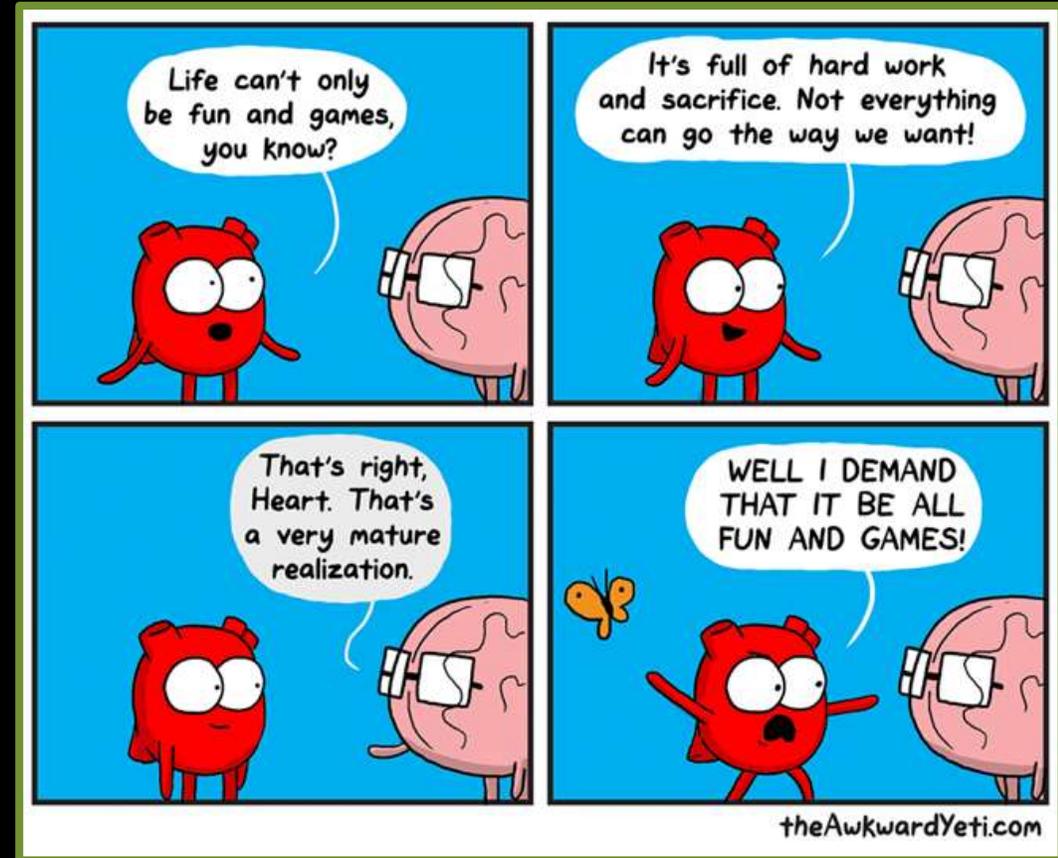
If you don't know...

Don't make it up!

Call Ned and/or Alice:

Ned Pittman, Program Director:
ned@coastsalmonpartnership.org,
(360) 532-9113

Alice Rubin, RCO Grant Manager:
alice.rubin@rco.wa.gov,
New #: (360) 867-8584 (cell)



An aerial photograph of a riverbank. The river is on the left, with a sandy and rocky shoreline. The right bank is densely wooded with green trees and shrubs. In the lower right, two people wearing green shirts and hats are working on the ground, possibly planting or maintaining vegetation. The text "Funded Projects" is overlaid in the center of the image.

Funded Projects

Project Implementation

- To get an agreement:
 - Landowner certification form
 - Acquisition only: preliminary title report.
- Do not begin until you:
 - Acquire Site Control (e.g., Landowner Agreement).
 - Complete Cultural Resources Consultation.
 - Obtain All Permits.
 - Acquisition: appraisal, review, etc.
- Some pre-agreement activities ok (next slide...)



Cultural Resources Review

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 irreplaceable.
- It's the law: EO 2005-05, Section 106 National Historic Preservation Act



Cultural Resources Review

Responsible Parties

- Federal or other state agency
 - -Funding, Land, Permit
- RCO

Possible Outcomes

- Inadvertent Discovery Plan
- Survey, Monitoring, Mitigation, Design Modifications

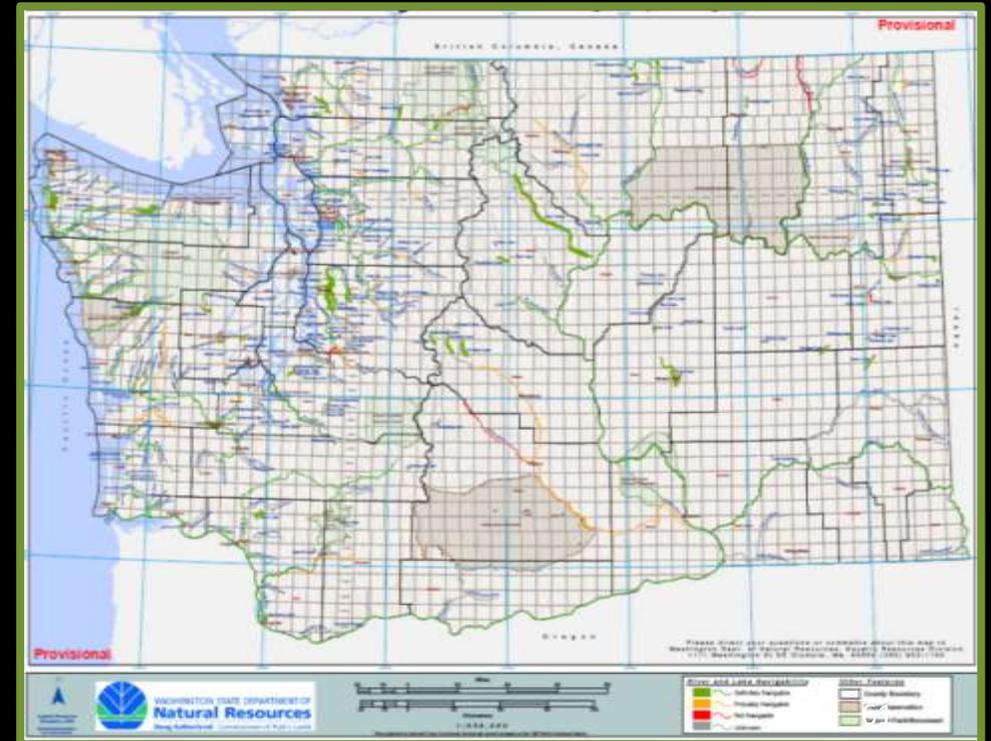
Plan Ahead

- Budget Considerations-Surveys cost \$1,500 - \$15,000
- Any ground disturbance related to acquisition, planning, or restoration.



State Owned Aquatic Lands

- In-water projects:
 - Consult DNR Aquatic Land Manager early.
 - Determine if on State Owned Aquatic Land (SOAL).
- If on SOAL, work with DNR:
 - Obtain landowner acknowledgement form.
 - Need legal authorization to use SOAL



WDFW Managed Lands

- Land owner forms must be signed by the State Lands Division Manager.
 - Landowner acknowledgement form, access permits/agreements, landowner agreement.
- WDFW is the lead state agency for cultural resources.



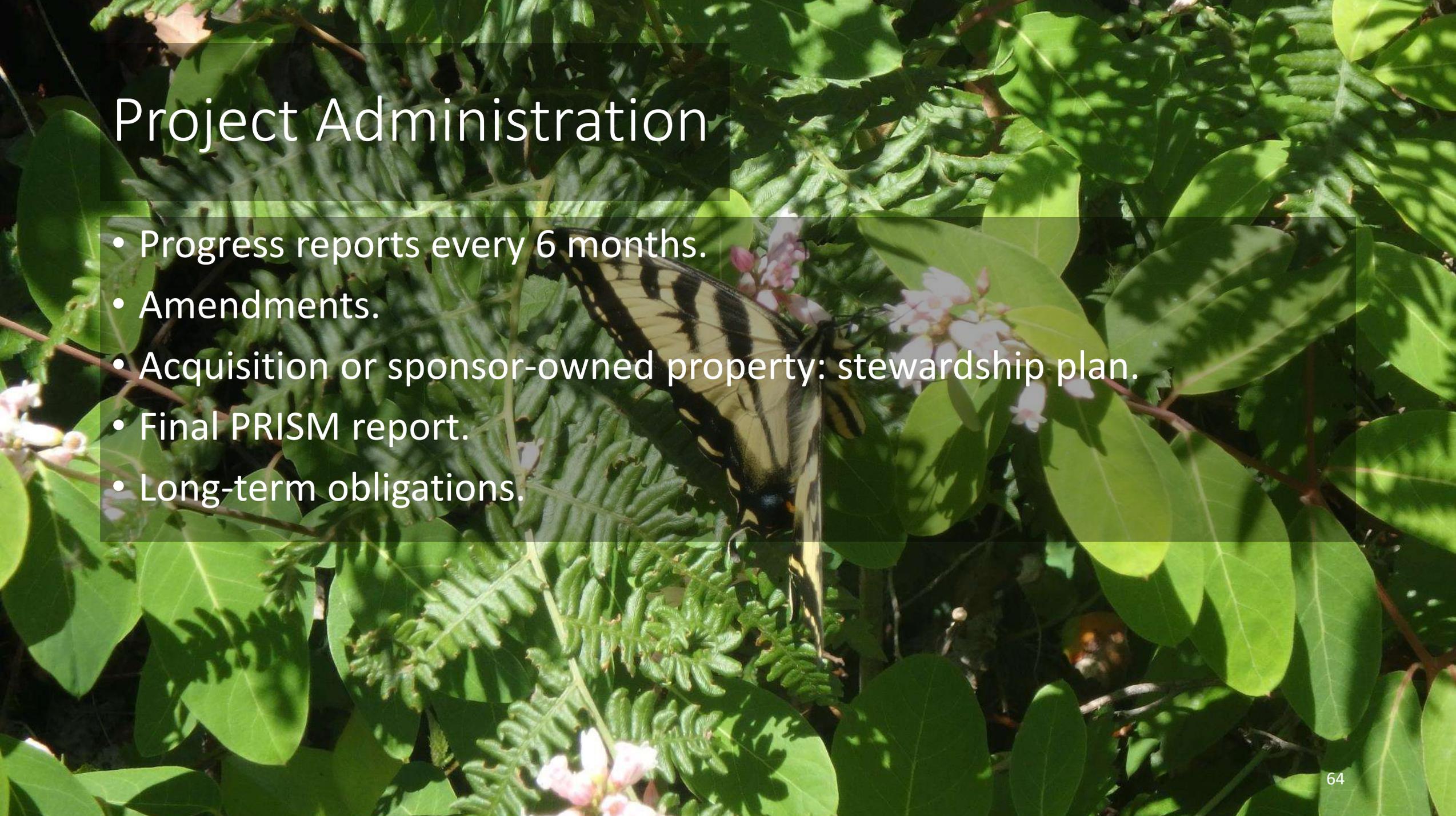
Getting Paid

- Reimbursement-based payments.
- Eligible pre-agreement costs:
 - Property acquired under RCO waiver.
 - Design, engineering, and some construction materials.
 - Approved by grant manager in advance.
- Match.
- Manual 8

<https://rco.wa.gov/recreation-and-conservation-office-grants/post-award-info/billing/>



Project Administration

A photograph of a butterfly with yellow and black wings perched on a pink flower. The butterfly is the central focus, surrounded by lush green foliage and other pink flowers. The background is a dense thicket of green leaves and ferns, creating a natural, vibrant setting.

- Progress reports every 6 months.
- Amendments.
- Acquisition or sponsor-owned property: stewardship plan.
- Final PRISM report.
- Long-term obligations.

Helpful Manuals for Project Management

<https://rco.wa.gov/grant/washington-coast-restoration-and-resiliency-initiative/>

- Manual 24 – WCRRI
- Manual 18 – Salmon
- Manual 3 – Acquisition
- Manual 5 – Restoration
- Manual 7 – Long-Term Obligations
- Manual 8 – Billing

- PRISM Info: <https://rco.wa.gov/recreation-and-conservation-office-grants/apply-for-a-grant/prism/>



Thank you!

<https://rco.wa.gov/grant/washington-coast-restoration-and-resiliency-initiative/>

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