APPLICATION WORKSHOP

WELCOME TO THE BRIAN ABBOTT FISH BARRIER REMOVAL BOARD 2022 APPLICATION WORKSHOP

• We will start at 1:30 PM.

You can also dial in using your phone.
United States: (253) 215-8782

Webinar ID: 851 5904 4439
2022 Application Workshop
Brian Abbott Fish Barrier Removal Board
ABOUT THE BOARD/PROGRAM

2022 GRANT ROUND
PROGRAM AND PROJECT ELIGIBILITY
APPLICATION PROCESS
ACTIVE PROJECT ADMINISTRATION
HELPFUL INFORMATION
LIVE PRISM DEMO
Fish Barrier Removal Board (FBRB)

- Re-established by Legislature in 2014
- Chaired by WDFW
- Members: WSDOT, DNR, Recreation and Conservation Office, Assoc. of Cities, Assoc. of Counties, tribes, salmon recovery regions

Mission: To identify and expedite the removal of human-made or caused impediments to anadromous fish passage in the most efficient manner practical through the development of a coordinated approach and schedule that identifies and prioritizes the projects necessary to eliminate fish passage barriers caused by state and local roads and highways and barriers owned by private parties. *(RCW 77.95.160)*
Program Information

RCO’s Fish Barrier Removal Board Website
• Includes grant program and application materials
  • https://rco.wa.gov/grant/brian-abbott-fish-barrier-removal-board/

WDFW’s Fish Barrier Removal Board Website
• Information about the Board and funded projects
  • https://wdfw.wa.gov/about/advisory/fbrb

Other RCO Grant Program Information
• https://rco.wa.gov/recreation-and-conservation-office-grants/find-a-grant/
FISH BARRER REMOVAL BOARD APPLICATION WORKSHOP

ABOUT THE BOARD/PROGRAM

2022 GRANT ROUND

PROGRAM AND PROJECT ELIGIBILITY

APPLICATION PROCESS

ACTIVE PROJECT ADMINISTRATION

HELPFUL INFORMATION

LIVE PRISM DEMO

Barrier at Buford Creek
**Grant Cycle Calendar**

**Go over the key manual dates — broad overview**

<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 27, 2021</td>
<td>Application Workshop</td>
<td>RCO and WDFW conduct application workshop for sponsor training on 2022 grant round.</td>
</tr>
<tr>
<td>November 1, 2021</td>
<td>PRISM Open for Applications</td>
<td>PRISM Online application is open for the 2023-2025 biennium funding grant round.</td>
</tr>
<tr>
<td>January 13, 2022</td>
<td>Applications Due</td>
<td>Submit complete applications through PRISM.</td>
</tr>
<tr>
<td>January - April 2022</td>
<td>RCO and WDFW Review applications</td>
<td>Review for eligibility and completeness by RCO. WDFW conducts on-site reviews of barriers. Applicants may be asked to update applications during this review period. Applicants can request applications be returned for editing.</td>
</tr>
<tr>
<td>May 2, 2022</td>
<td>Final Application Revision Deadline</td>
<td>Final applications addressing WDFW and RCO reviewer comments must be completed and resubmitted by this date. Applications cannot be changed after this date.</td>
</tr>
<tr>
<td>May 3 - August 2022</td>
<td>WDFW TRT Scores Complete Applications</td>
<td>Projects scored and ranked by WDFW and recommended for funding to FBRB. Rating will be complete prior to August FBRB meeting date.</td>
</tr>
<tr>
<td>August 2022</td>
<td>FBRB Approves List of Prioritized Project</td>
<td>FBRB formally approves the final list of prioritized projects that will be sent to the legislature for funding in the 2023-2025 biennium, at the August board meeting.</td>
</tr>
<tr>
<td>August 2022</td>
<td>FBRB Requests Funding</td>
<td>Board approved ranked project list and funding recommendations published and submitted to the Legislature.</td>
</tr>
<tr>
<td>TBD - 2023</td>
<td>Funding Notification</td>
<td>Funding notification dependent upon final state capital budget. Funds expected to become available July 1, 2023.</td>
</tr>
</tbody>
</table>
What’s New for 2022

Apply using PRISM Application

• All application materials submitted at once

Review and evaluation in PRISM Online

CAF or Alternatives Analysis Review by TRT

Design only project timeline: 24 months
Fish Barrier Removal Board Application Workshop

About the Board/Program

2022 Grant Round

Program and Project Eligibility

Application Process

Active Project Administration

Helpful Information

Live PRISM Demo

Barrier at Buford Creek
1. **No 0% passable downstream barriers**

2. **Not an injunction culvert or mitigation req.**

3. **Result in full passage**

4. **No federal structures**
FBRB 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
Eligible Land Ownership

- Private
- Publicly-Owned
- Tribal
- No RMAP-required
PROJECT TYPES

DESIGN

DESIGN-BUILD

CONSTRUCTION
PRISM Project Type: Planning (Design)

Required deliverable: Final Design

Manual 22, Appendix C

Correction Criteria in Order of Preference

1. Abandonment
2. Bridge
3. Stream Simulation
<table>
<thead>
<tr>
<th>Project Type</th>
<th>Design Document</th>
<th>Timeline for Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Project</td>
<td>CAF* or Alternative analysis</td>
<td>Completed during active project agreement, submitted and approved prior to initiating preliminary design.</td>
</tr>
<tr>
<td>Planning Project</td>
<td>Preliminary Design</td>
<td>Completed during active project agreement, submitted and approved prior to initiating final design, unless subsequent design review is requested by the TRT.</td>
</tr>
<tr>
<td>Planning Project</td>
<td>Final Design</td>
<td>Completed during active project agreement, submitted by project end date.</td>
</tr>
</tbody>
</table>
Design Projects: Match

Required Criteria for No Match

- **Must result in Final Design**
- **Project Cost does not exceed $200,000.**
- **Required completion within 24 months.**

15% Match Allows:

- **Must result in final design.**
- **No funding limit.**
- **Completed in 2+ years.**
PROJECT TYPE: CONSTRUCTION

PRISM Project Type: Restoration

Grant Request >$500,000:

- Requires preliminary design at application phase

Final design can be in project scope

- Requires TRT design review

15% match required
PRISM Project Type: Restoration

Project Scope: Design & Construction

Grant request <$500,000

15% Match required

No designs at application

Same TRT Design review as Design Projects
<table>
<thead>
<tr>
<th>Restoration Projects (Design -build, &lt;$500,000)</th>
<th>CAF *</th>
<th>Completed during active project agreement, submitted and approved prior to initiating preliminary design. Submitted with Application materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restoration Projects (Design -build, &lt;$500,000)</td>
<td>Preliminary Design</td>
<td>Completed during active project agreement, submitted and approved prior to initiating final design, unless subsequent design review is requested by the TRT</td>
</tr>
<tr>
<td>Restoration Projects (Design -build, &lt;$500,000)</td>
<td>Final Design</td>
<td>Completed during active project agreement, submitted and approved prior to initiating construction</td>
</tr>
<tr>
<td>Restoration Projects (That submitted preliminary design with application with preliminary design at application)</td>
<td>Final Design</td>
<td>Completed during active project agreement, submitted and approved prior to initiating construction</td>
</tr>
</tbody>
</table>
Ineligible Project Elements

Acquisition:

- Fee-simple
- Conservation easements
- Rights of way

Habitat elements outside area of disturbance

Unrequired upgrades to infrastructure
Fish Barrier Removal Board Application Workshop

About the Board/Program

2022 Grant Round

Program and Project Eligibility

Application Process

Active Project Administration

Helpful Information

Live PRISM Demo

Barrier at Buford Creek
Start application in PRISM Online

Work with WDFW biologists for onsite barrier evaluation (if needed)

Complete and submit the PRISM Online application and attachments

Refine Application based on WDFW and RCO comments

Submit Final PRISM Online Application

WDFW Review and Evaluation

Project Ranking

FBRB Approves Funding List

FBRB Application Process

Your Project
The Legislature established the grant program of the Brian Abbott Fish Barrier Removal Board in 2014 to identify and remove impediments to salmon and steelhead migration. More information about the Brian Abbott Fish Barrier Removal Board program and meetings can be found on the Washington Department of Fish and Wildlife’s webpage.

### Grant Application Schedule

<table>
<thead>
<tr>
<th>Item</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW 2023-2025 Grant Round</td>
<td>November 1, 2021. Estimated application opening date. Subject to change.</td>
</tr>
</tbody>
</table>

Application Resources

- [GRANT MANUAL](#)
PRISM Sign in and start application

M22 - Section 2

PRISM Username

Sign in to start new application

• Save and come back

Copy previous projects

• Contact RCO grants manager
PROJECT: 21-1387 REST, SCHITTS
Sponsor: South Puget Sound SEF
Program: BA Fish & Wildlife

PROGRAM & PROJECT TYPE
Review and update as needed.
Only open programs will be available to select.

FUNDING PROGRAM
Fish Barrier Removal Board Projects

PROJECT TYPE
Restoration

PROJECT NAME (MAX 50 CHARACTERS)
Schitts Creek Fish Passage
## Worksites and Properties

You must identify at least one worksite for your project. All Acquisition, Development, and Restoration projects will require at least one property. 

### Worksites & Properties

<table>
<thead>
<tr>
<th>Worksite Name (max 50 char)</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 Forrester Barrier Removal</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Restoration</th>
<th>Property Name (max 40 char)</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td>Forrester Property</td>
<td></td>
</tr>
</tbody>
</table>

### 1 Worksite per Barrier

### Possibly more than 1 Property per Worksite
PROJECT PROPOSAL

PROJECT DESCRIPTION

ELIGIBILITY QUESTIONS

ADDITIONAL PROJECT DETAILS

APPLICATION WIZARD

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

QUESTIONS
- Project Proposal
- Evaluation Criteria
- METRICS
Who? The Mid Sound Fisheries Enhancement Group in partnership with two private landowners

What? will complete final designs and remove a barrier culvert and replace it with a full spanning concrete bridge that will restore fish passage at this crossing on

Where? the Middle Fork of Johnson Creek in Kitsap Country.

Replacement of this barrier crossing will open up 1.2 miles of high-quality spawning and rearing habitat for coho, chum salmon, and steelhead.

Why? This barrier culvert has prevented adult coho, chum and steelhead from accessing the upper reaches of Johnson Creek for over seven decades. Restoring fish passage will create more spawning and rearing opportunities increasing the number of out-migrating juveniles for each of the targeted species increasing overall numbers of returning salmon in Johnson Creek.
**Scored Questions**

**Info Icon:**

- **Full Question**
- **Potential Points**

---

**EVALUATION CRITERIA**

*Click info icons for complete criteria.*

- **#1:** CONTRIBUTE TO RECOVERY PLAN How does the proposed project contribute to an approved recovery plan?

- **#2:** HABITAT AND ADDITIONAL BENEFITS Upstream and downstream habitat conditions, and how project contributes to other recovery benefits.
EVALUATION CRITERIA

SCORED QUESTIONS

#1. CONTRIBUTE TO RECOVERY PLAN How does the proposed project contribute to an approved recovery plan?

#2. HABITAT AND ADDITIONAL BENEFITS Upstream and downstream habitat conditions, and how project contributes to other recovery benefits.

#3. PROJECT DESIGN Describe how well the project is designed.

#4. CLIMATE CHANGE Describe how the project addresses the anticipated effects of climate change.

#5. COST-EFFECTIVE AND BIOLOGICAL BENEFIT Describe how the project is cost-effective in terms of cost and biological benefit.

#6. SPONSOR’S EXPERIENCE Describe the sponsor’s experience managing this type of project and other projects where the sponsor has successfully used a similar approach.

#7. PROJECT READINESS Describe the level of readiness of the proposed project.

#8. GEOGRAPHIC COORDINATION Briefly describe other barrier correction or fish habitat restoration projects which have occurred since 2010 or are funded for implementation by 2025.

#9. ORGANIZATION COORDINATION Does your project coordinate with another fish passage project in this watershed by sharing development, funding, or other activities?
### Worksite: Stillwater Creek (#1)

- **Design for Fish Passage**
  Projects that complete final design and permitting for fish barrier removal projects.

- **Final design and permitting for fish passage**

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cost for final design and permitting</td>
<td>$394,000</td>
</tr>
<tr>
<td>Enter the cost (to the nearest dollar) of this worktype, as close as you can reasonably get it.</td>
<td></td>
</tr>
<tr>
<td>Miles of stream to be made accessible from proposed project</td>
<td>7.40</td>
</tr>
<tr>
<td>Number of Miles (to nearest 0.01 mile) of potential anadromous salmonid bearing stream made accessible by the proposed project.</td>
<td></td>
</tr>
<tr>
<td>Name of Plan</td>
<td>None.</td>
</tr>
<tr>
<td>Name of the Plan, Watershed Assessment or Recovery Plan that identifies the need or justification for conducting this project. (Author, date, title, source, source address. Endnote citation format). If project was not identified in a Plan, enter &quot;None&quot;.</td>
<td></td>
</tr>
</tbody>
</table>
Metrics - Restoration

Fish Passage Improvement

- Bridge Installed or Improved
- Fish Screening Project
- Road Crossing Removal
- Instream Habitat Project

Current Barrier

- Miles Accessible Above Barrier
- Describe Habitat
- Additional Barriers
- Method Used to Assess Barrier
- Type of Barrier
- Passage Problem
- Current Passability

Corrective Project Type

AA&E
Cultural Resources
Permits
## Correction Type

- **Bridge installed or improved (C.2.g.1)**
  - Installation, improvement/upgrade or replacement of a bridge over a stream to provide/improve salmonid passage under a road. The bridge could be replacing a culvert.
  - **Miles of stream made accessible by bridge installation/repair (C.2.g.3)**
    - Number of miles (to nearest 0.01 mile) of potential anadromous salmonid bearing stream made accessible upstream of the installed or improved bridge.
    - **Number of bridges (C.2.g.2)**
      - Number of bridges installed or improved.
    - **Total cost for Bridge installed or improved**
      - Enter the cost (to the nearest dollar) of this work type, as close as you can reasonably get it.

- **Unknown passability**

- **Culvert installed or improved (C.2.f.1)**
  - Installation or improvement or upgrade (including replacement) of a culvert to a standard that provides juvenile and adult salmonid passage.

- **Fish ladder installed / improved (C.2.e.1)**
  - Installation or modification (upgrade/improvement) of a fish ladder.

- **Fish passage blockages removed or altered (C.2.c.1)**
  - Removal or alteration of blockages, impediments or barriers to allow or improve salmonid passage (other than road crossings).

- **Fishway chutes or pools installed (C.2.d.1)**
  - Placement of an engineered bypass for salmonids to pass more safely around a barrier (other than fish ladder). This includes bedrock chutes, weirs, rock boulder step pools, chutes constructed/roughened in bed rock, and engineered channel structures.
OVERALL PROJECT METRICS

FBRB Statewide Approved Watersheds
September 2021

Washington Department of FISH and WILDLIFE
# Restoration Cost Estimate Page

## 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/A&E costs (excluding Indirect Costs if applicable).

### Worksite #1: Big Schitts

<table>
<thead>
<tr>
<th>Category</th>
<th>Work Type</th>
<th>Estimated Cost</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cultural Resources</td>
<td>Cultural resources</td>
<td>$10,000</td>
<td></td>
</tr>
<tr>
<td>Fish Passage Improvement</td>
<td>Bridge installed or improved (C.2.g.1)</td>
<td>$145,000</td>
<td></td>
</tr>
<tr>
<td>Permits</td>
<td>Obtain permits</td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td>$155,500</td>
<td></td>
</tr>
<tr>
<td>Admin, Architecture, and</td>
<td></td>
<td>$17,000</td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Estimate For Worksite:</strong></td>
<td></td>
<td><strong>$172,500</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Summary

- **Total Estimated Costs Without AA&E:** $155,500
- **Total Estimated AA&E:** $17,000
- *(10.93%) Max: $46,650 (30.00%)*
- **Total Estimated Restoration Costs:** $172,500
1. Map tool in PRISM

2. Cultural Resource Questions
Use Application Checklist in Manual 22

ATTACHMENTS

Use the "Attach File or Photo" button below.

The list below includes required attachments for your selected grant program and project type. Once the attachment type is identified, the required attachment chart will update.

No attachments available

<table>
<thead>
<tr>
<th>Required Attachments</th>
<th>0 out of 6 done</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Resolution/Authorizations</td>
<td></td>
</tr>
<tr>
<td>Cost Estimate</td>
<td></td>
</tr>
<tr>
<td>Landowner acknowledgement form</td>
<td></td>
</tr>
<tr>
<td>Map: Restoration Worksite</td>
<td></td>
</tr>
<tr>
<td>Photo</td>
<td></td>
</tr>
<tr>
<td>WDFW barrier &amp; screening forms</td>
<td></td>
</tr>
</tbody>
</table>

Attach Files and Photos

Click button below to attachment documents. See Attachment Help Video for details.
LANDOWNER ACKNOWLEDGEMENT FORM

• **REQUIRED FOR ALL LANDOWNERS INVOLVED TEMPORARILY OR PERMANENTLY IN THE PLANNING AND CONSTRUCTION PHASE.**

• **NOT REQUIRED FOR THE APPLICANT IF THEY ARE THE LANDOWNER**

• **MUST SUBMIT AT APPLICATION**

---

**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.  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.
**Design Materials**

- Design Report
- Design Drawings

**Table 6:** Comparison of simulated hydraulics for proposed versus existing Cedarvale culvert crossing.

<table>
<thead>
<tr>
<th>Simulated Hydraulic Condition</th>
<th>2-yr (147 cfs) Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>15.5</td>
<td>45.3</td>
</tr>
</tbody>
</table>

| Channel Thalweg Elevation (ft) | 44.6 | 43.4 | 43.4 | 43.4 | 43.4 |
| Water-Surface Elevation at Upstream Face (ft) | 48.2 | 45.4 | 53.7 | 46.7 | 47.6 | 47.3 |
| Channel Velocity (fps) | 2.4 | 5.7 | 3.0 | 8.7 | 3.0 | 9.8 |

**Photo 16:** Alder tree interpreted to be in growth position and killed by high water table. Assuming it established at about the bankfull elevation, this indicates a change of 4 ft.

**Figure 18:** Proposed Conditions Flood Profiles

**Figure 9:** Observed granulize distributions from pebble counts described in the text.

**Project Designs**
COST ESTIMATE SPREADSHEET

- RCO TEMPLATE RECOMMENDED
- ALLOWS MORE DETAILED COSTS THAN PRISM
- MAKE SURE GRANT AND MATCH TOTALS MATCH PRISM COST PAGES
## COST ESTIMATE SPREADSHEET

If Project Cost > PRISM Total Cost

Use the Funding Not Reported Column

### RESTORATION

See SRFB Manual 5 for additional information regarding allowable costs.

<table>
<thead>
<tr>
<th>Overall Project</th>
<th>Grant Request</th>
<th>Match</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget must account for all costs to complete the project</strong></td>
<td><strong>Enter only the amount of the grant request</strong></td>
<td>The Grant Request and Match should equal the total project cost and budget, be 0. Sponsors must account for all sources and types of match need to complete the project.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Match in PRISM</td>
<td>Funding not reported in PRISM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Source (Grant, Cash, Materials, Labor, Volunteers, etc)</th>
<th>Match</th>
</tr>
</thead>
</table>

### Construction

<table>
<thead>
<tr>
<th>Category (choose one)</th>
<th>Task Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose category</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Total                  |                  |     |      |          |          |          |          |

### Administrative, Architectural & Engineering

<table>
<thead>
<tr>
<th>Category</th>
<th>Task Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
<th>Cost (S)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Total                  |                  |     |      |          |          |          |          |
Authorization Form

- Tells the State of Washington/RCO that your governing board is aware of the project application
- Formally designates a person or persons who have authority (provided by a governing board) to apply for and enter into agreement with WA State
- Requires a governing body resolution
- Delays can occur if your governing board does not meet often – so please plan for this.

If you’re a tribe, contact your grant manager.
# Appendix J: Application Checklist

## Application Checklist

In the PRISM Online application, select “check page for errors” on each page, or on the “Submit Application” page to make sure all fields are complete.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Template / Form Link</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Completed PRISM application</strong></td>
<td></td>
<td>Applicant Completes</td>
</tr>
<tr>
<td><strong>Project Cost Estimate</strong></td>
<td>RCO recommends using its template or similar format. Attach in PRISM and clearly label “Cost Estimate.”</td>
<td>Spreadsheet</td>
</tr>
<tr>
<td><strong>Landowner Acknowledgement Form</strong></td>
<td>is required for projects on land not owned by the applicant or on state-owned aquatic lands.</td>
<td>Form</td>
</tr>
<tr>
<td><strong>Maps</strong></td>
<td></td>
<td>Applicant Creates</td>
</tr>
<tr>
<td>• General vicinity map for all projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Area of Potential Effect Map using tool in application (attachment optional)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 1 large scale detailed map showing the site clearly marked and labeled with GPS coordinates, road names, and correctly mapped streams</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Project Photographs</strong></td>
<td></td>
<td>Applicant Creates</td>
</tr>
<tr>
<td>• 1 photo of the barrier, preferably of outlet (downstream end) if safe to acquire,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 1 photo of the upstream habitat, and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 1 photo of the top of the road showing utilities, guardrails, etc. if applicable</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Barrier Evaluation Forms</strong></td>
<td></td>
<td>Applicant Creates</td>
</tr>
<tr>
<td>• Barrier Evaluation Form is required for fish passage projects (planning or restoration).</td>
<td>Barrier Evaluation Forms</td>
<td></td>
</tr>
<tr>
<td>Completed Barrier Evaluation Forms may be available on the Department of Fish and Wildlife's Fish Passage Map Web site.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Restoration Projects: designs</strong></td>
<td></td>
<td>Applicant Creates</td>
</tr>
<tr>
<td>• Preliminary designs if grant request greater than $500,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Final designs, if completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Applicant Resolution and Authorization</strong></td>
<td>is required for any sponsor that will sign the project agreement.</td>
<td>Form</td>
</tr>
</tbody>
</table>
Run PRISM Error Check

Application must be complete

How to Submit

APPLICATION WIZARD

- PROJECT DETAILS
  - Parties
  - Contacts
  - Program & Project Type
  - Worksites & Properties
- WORKSITES & PROPERTIES
  - Worksite Details
  - Project Location
  - Property Details
- QUESTIONS
  - Project Proposal
  - Evaluation Criteria
  - METRICS
    - Planning Metrics
    - Overall Project Metrics
  - COSTS
    - Planning Cost Estimates
    - Cost Summary
  - Cultural Resources
  - Project Permits
  - Attachments
  - Staff Scores
  - Submit Application

EDIT

Refresh Application Errors

CERTIFY

I certify that to the best of my knowledge, the information in this application is true and correct and has been fully completed to the best of my ability. I understand that if this application is found to be incomplete, I may be asked to submit additional documents before evaluation or approval of this project and I agree to provide.

SUBMIT

Only the Project Contact, Alternate Contact, or Lead Entity Contact should submit the application to "Application Submitted" status. This tells agencies that the application is complete and ready for evaluation.
WDFW Technical Assistance

FPDSI barrier assessment(s), Upstream check, Downstream check

Assigning Species Use

On-site review of FBRB process

On-site explanation of State based barrier assessment protocol

Landowner / Private property considerations

Matriotti Creek. Fall 2019. Biologist Chris Dwight working with unbearable landowners
QUALITATIVE HABITAT ASSESSMENT (QHA)

• **REQUIRED FOR ALL SUBMITTED PROJECTS**
• **TARGET CREEK AND UPSTREAM TRIBUTARIES UP TO FIRST TOTAL BARRIER, THIRD PARTIAL BARRIER, OR END OF FISH USE**
• **SCORES FOR 5 HABITAT METRICS (RIPARIAN AREA, HABITAT COMPLEXITY, CANOPY COVER, SPAWNING POTENTIAL, HYDRAULIC ALTERATION)**

*CAN BE COMPLETED IN CONJUNCTION WITH BARRIER ASSESSMENTS IF SUBMISSION CERTAINTY IS HIGH*
**FBRB Application Process**

1. **Submit Final PRISM Online Application**
   - Your Project

2. **Refine Application based on WDFW and RCO comments**

3. **Work with WDFW biologists for onsite barrier evaluation (if needed)**

4. **Start application in PRISM Online**

5. **Complete the PRISM Online application and attachments**

6. **Project Ranking**

7. **WDFW Review and Evaluation**

8. **FBRB Approves Funding List**

---

**FBRB APPLICATION PROCESS**

- Start application in PRISM Online
- Complete the PRISM Online application and attachments
- Work with WDFW biologists for onsite barrier evaluation (if needed)
- Refine Application based on WDFW and RCO comments
- Submit Final PRISM Online Application
- Project Ranking
- WDFW Review and Evaluation
- FBRB Approves Funding List
Final Revised Application

Contact RCO if you identify revisions

- Complete PRISM Application
- Respond to comments from RCO and/or WDFW
- Attach all required materials.

Re-submit your updated application
TIPS FOR APPLYING

BE THOROUGH

FOLLOW APPLICATION CHECKLIST
• Lists all required material to attach to PRISM
• Links to all forms you’ll need

READ THE EVALUATION CRITERIA (MANUAL 22)

DON’T PROCRASTINATE

NEED ASSISTANCE?

SUBMIT YOUR APPLICATION IN PRISM BY DEADLINE

FBRB Application Review and Scoring

Evaluation criteria in Manual 22, Appendix B

Staff scored criteria:

- Applicants will be able to view their scores and get feedback if requested

Team scored evaluation criteria

TRT Evaluate final applications May-August

Process Questions: Contact WDFW
Fish Barrier Removal Board Application Workshop

About the Board/Program

2022 Grant Round

Program and Project Eligibility

Application Process

Active Project Administration

Helpful Information

Live PRISM Demo

Barrier at Buford Creek
WDFW REQUIRED DESIGN REVIEW STEPS

DESIGN AND DESIGN/CONSTRUCT PROJECTS:

• CAF or alternative
• Preliminary Design
• Final Design

CONSTRUCTION PROJECTS:

• Final Design
What is match?

- Sponsor’s share of the project.
- Eligible activities.
- In project budget and scope.

Minimum 15% match required with exceptions for some design projects.
ELIGIBLE MATCH:

- Cash
- Other grants
- In-Kind donations:
  - Equipment
  - Labor
  - Materials
  - Professional Services

INELIGIBLE MATCH:

- Mitigation activities or funds
- FFFPP
- Ineligible grant activities
Reimbursement
Cash Advances
Eligible Pre-agreement Costs:

- Design, engineering, and some construction materials.
- Approved by grant manager in advance.

Retainage held until complete
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 21-02, Section 106 National Historic Preservation Act
CULTURAL RESOURCES REVIEW

RESPONSIBLE PARTIES (RCO DETERMINES PATHWAY)

- **Federal Agency:** Funding, Permit
- **State Agency:** Sponsor, landowner
- **RCO**

POSSIBLE OUTCOMES

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

PLAN AHEAD

- Budget Considerations
- Any ground disturbance required for planning, or restoration.

http://www.dahp.wa.gov/programs/archaeology
Construction Projects: Local, State, and Federal Permits

Most Common: HPA, US Army Corps of Engineers
Landowner Agreement

Non-Sponsor Owned barrier required prior to construction

Sponsor and landowner responsibilities after construction
Do not begin construction until you:

- Sign Project Agreement
- TRT Design Review Approval
- Acquire Site Control (e.g., Landowner Agreement)
- Complete Cultural Resources Consultation
- Obtain All Permits
Fish Barrer Removal Board Application Workshop

About the Board/Program

2022 Grant Round

Program and Project Eligibility

Application Process

Active Project Administration

Helpful Information

Live PRISM Demo

Barrier at Buford Creek
**Key Dates to Remember**

**November 1, 2021:** Grant round begins, PRISM application opens

**January 13, 2022:** Final Applications Due, Applicants submit

**May 2, 2022:** Application revisions due, Applicants re-submit

**August 16, 2022 (tentative):** Board approves ranked list of projects at regularly scheduled meeting

**Check Manual 22 for complete schedule**
Design, Grant Application, Technical Assistance

Casey Costello - FBRB Scoping Biologist
- (360) 870-6666
- casey.costello@dfw.wa.gov
- Upper Columbia
- Yakima

Julie Grobelny - FBRB Scoping Biologist
- (360) 890-5417
- julie.grobelny@dfw.wa.gov
- Lower Columbia
- Puget Sound – Pilchuck

Gina Piazza - FBRB Scoping Biologist
- (360) 890-0312
- gina.piazza@dfw.wa.gov
- Puget Sound – Pysht

Dave Collins - FBRB Scoping Biologist
- (360) 480-5588
- david.collins@dfw.wa.gov
- Snake
- Olympic Coast

Amber Martens - FBRB Scoping Biologist
- (360) 552-8147
- amber.martens@dfw.wa.gov
- Puget Sound – Goldsborough

Matthew Curtis - Scoping Section Manager
- (360) 972-0190
- matthew.curtis@dfw.wa.gov

Culvert / Habitat Assessments
Adam Fleming - FBRB Fish Passage Biologist
- (360) 522-0909
- adam.fleming@dfw.wa.gov
RCO CONTACTS

Dave Caudill
Dave.caudill@rco.wa.gov
(360) 867-8573

Alice Rubin
Alice.rubin@rco.wa.gov
(360) 867-8584

Assigned Grant Manager
• See PRISM Application Contacts Page
Training Videos

PRISM Basic Navigation (6:50 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.
Using PRISM Online to Apply

Investing in Washington's Great Outdoors

www.rco.wa.gov
THANK YOU, ANY QUESTIONS?