



# Small Grants Program

REQUEST FOR PROJECT PROPOSALS  
November 1, 2023

2025-27  
INVESTMENT  
PLAN

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## PROGRAM OVERVIEW

### CONTACT INFORMATION

The Estuary and Salmon Restoration Program's Small Grants Program is jointly administered by the Washington Department of Fish and Wildlife (WDFW) and Recreation and Conservation Office (RCO). RCO functions as ESRP's fiscal agent. Questions regarding this RFP should be directed towards:

Jenna Jewett, Shore Friendly and Small Grants Program Coordinator - Washington Department of Fish and Wildlife (360) 463-6988, [jenna.jewett@dfw.wa.gov](mailto:jenna.jewett@dfw.wa.gov), or

Jason Alberich, Puget Sound Section Manager - Washington Department of Fish and Wildlife (360) 791-7764, [jason.alberich@dfw.wa.gov](mailto:jason.alberich@dfw.wa.gov), or

Kay Caromile, ESRP/Salmon Grants Contract Manager - Recreation and Conservation Office (360) 867-8532, [kay.caromile@rco.wa.gov](mailto:kay.caromile@rco.wa.gov)

Tish Conway-Cranos, Nearshore Science Manager - Washington Department of Fish and Wildlife (360) 902-2540, [tish.conway-cranos@dfw.wa.gov](mailto:tish.conway-cranos@dfw.wa.gov)

### PURPOSE OF THE REQUEST FOR PROPOSALS

**The Estuary and Salmon Restoration Program's (ESRP) Small Grants Program (SGP) seeks exemplary nearshore ecosystem restoration and protection projects. This program works to engage local communities by bringing together multiple interested parties and partners seeking local solutions to complex ecosystem and land use problems.**

The SGP is one of four ESRP investment types managed through the ESRP. The four investment types include:

- Nearshore Restoration and Protection,
- Regional Pre-Design (Learning),
- Small Grants, and
- Shore Friendly

In 2016, ESRP initiated the SGP pilot program to assist ESRP's mission in restoring the natural processes that create and sustain the Puget Sound nearshore ecosystem. The intent of the SGP is to provide funding opportunities for regionally significant small-scale projects that protect and restore beach systems. The SGP defines "small-scale" projects as those with an anticipated total cost (including planning and construction) of up to approximately \$500,000. For the 2024 grant round, the highest priority for the ESRP SGP is to fund armor removal projects. Armor removal projects are considered a high priority for process-based restoration because of their benefits to beach habitats and the important species that depend on them, including salmon, forage fish, birds, shellfish, and people. It is also the intent of the SGP that these successfully restored beach systems serve as demonstration sites for

neighboring property owners, local communities, and other marine waterfront landowners in the greater Puget Sound.

We seek projects of local importance that provide significant contributions to regional goals. These projects will focus on nearshore ecosystem restoration or protection of ecosystem functions, goods, and services. Our work is centered on the scientific principles and strategies of the [Puget Sound Nearshore Ecosystem Restoration Project](#) (PSNERP).

Proposed project actions will be evaluated on their ecological importance, technical merit and readiness, cost, and public support and involvement. A competitive review of proposals will result in a ranked project list.

### SMALL GRANTS PROGRAM APPLICATION SCHEDULE

TASK	DATE	DESCRIPTION
RFP Published	November 1, 2023	Release Small Grants RFP
Informational Webinar for Restoration and Protection, Learning (Pre-Design) and Small Grants Programs	November 28, 2023	Informational Webinar for Restoration and Protection, Learning (Pre-Design) and Small Grants Programs <a href="#">Register for the webinar here.</a>
Pre-Proposals Due in PRISM	December 4, 2023 11:59 P.M.	Pre-proposal submitted through PRISM Online. Pre-proposals are required for program staff to schedule a virtual site visit.
Small Grants Virtual Site Visits (required)	December 11 – 14, 2023	All pre-proposal applicants will be contacted by program staff to schedule virtual site visits with members of the ESRP team. Additional questions or information regarding virtual site visits may be emailed to <a href="mailto:jenna.jewett@dfw.wa.gov">jenna.jewett@dfw.wa.gov</a> .
Applicants invited to submit Full Proposals to Small Grants Program	December 15, 2023	Pre-proposal review complete. Applicants will be contacted by program with an invitation to submit a full proposal.
Final Applications Due in PRISM	February 21, 2024 11:59 P.M.	See application process steps and criteria. Final application submitted through PRISM Online.
Technical Review Meetings	April 11 -12, 2024	Technical Review Meetings

Written questions provided by reviewers	April 17, 2024 11:59 P.M.	Reviewers may submit questions to applicants to gain additional clarity and information regarding the proposed project.
Written responses due from applicants	April 24, 2024 11:59 P.M.	Written responses to questions from reviewers are due from applicants.
Preliminary 25-27 ESRP Investment Plan Released	October 1, 2024	Preliminary ranked project list and funding recommendations published and submitted to OFM. Ranked list submitted to the Governor in October.
Grant Funds Become Available	July 1, 2025	Funding notification dependent upon final 2025-27 state budget. Funds are anticipated to be available July 1, 2025

## IMPORTANT THINGS TO KNOW

### SMALL GRANT PROGRAM OBJECTIVES

The most competitive SGP proposals will be those that employ [management measures](#) that can restore and protect beach systems.

**Successful projects will seek to restore or protect one or more of the following primary nearshore ecosystem processes that support healthy beach systems:**

- Beach erosion and accretion
- Sediment supply and transport

**Additional nearshore ecosystem processes supported by projects may include:**

- Detritus recruitment and retention
- Freshwater input
- Wind and waves

**Successful projects will employ one or more of the following primary management measures :**

- Armor removal
- Groin removal
- Property acquisition and conservation

**Successful projects may also include complementary management measures such as:**

- Revegetation
- Topography restoration

## SMALL GRANTS PROGRAM PROJECT CRITERIA

1. Project sites/project types within the Puget Sound Nearshore (East of Cape Flattery to the Canadian border). ESRP defines the nearshore zone as 200 meters immediately upland of tidal influence to the end of the photic zone in the marine shoreline. It includes the shoreline bluffs, the tidal portions of streams and rivers, and shallow water areas out to a depth where sunlight no longer supports marine vegetation.
2. Projects must be endorsed by at least one of the following local nearshore planning and conservation organizations: Marine Resources Committee, Lead Entity, Lead Integrating Organization, and/or Shore Friendly program. Applicants shall provide a letter of support by one of these organizations.
3. The primary purpose of the project must be to restore or protect Puget Sound nearshore beach ecosystem processes or functions, and to additionally support strategies that restore or protect ecosystem function of a geographic area such as a Process Unit (delta, drift cell, etc.). (See Appendix C for information on how to find the shoreline process unit in which your project is located and the restoration strategy for that process unit.) Projects with the primary purpose of providing recreational access, or remediating chemical contamination are not eligible.
4. It is the intent of the SGP that successfully restored beach systems will serve as demonstration sites for neighboring property owners, local communities, and other marine waterfront landowners in the greater Puget Sound. To support that goal, applicants must include a draft communication plan with their SGP full application. A communication plan is necessary to ensure that the messaging, coordinated with the local Shore Friendly program, reaches the intended target audience in a strategic and thoughtful manner. If awarded funding, a final communication plan will be a required project deliverable. Links to communication plan guidance and an example of a recently completed SGP communication plan are included in Step 4c of the Application and Review Process section of this RFP.
5. Project awards will not be provided for work that relieves obligatory compensation or mitigation requirements incurred by the sponsor or a third-party. Funding, however, may be provided for actions associated with compensation or mitigation, if those elements are above and beyond the mitigation requirements and can be easily isolated from the required mitigation activities.

## DIVERSITY, EQUITY, INCLUSION (DEI) AND ESRP

### *Definitions:*

**Diversity:** Any difference in the characteristics that make individuals unique. It is used to describe the various combinations of group/social differences (e.g., race/ethnicity, class, gender, gender identity, sexual orientation, country of origin, and ability, as well as cultural, political, religious and other affiliations) and human differences (e.g., personality, learning style, and life experiences).

**Equity:** The act of developing, strengthening, and supporting procedural and outcome fairness in systems, procedures, and resource distribution mechanisms to create equitable (not equal) opportunity for all people, with a focus on eliminating barriers that have prevented the full participation of historically and currently oppressed groups.

**Inclusion:** Intentionally designed, active, and ongoing engagement with people that ensures opportunities and pathways for participation in all aspects of group, organization, or community, including decision-making processes. Inclusion refers to how groups show that people are valued as respected members of the group, team, organization, or community.

**Environmental Justice (EJ):** The fair treatment and meaningful involvement of all people regardless of race, color, national origin, gender, physical and mental ability, or class with respect to the development, implementation and enforcement of environmental laws, regulations and policies. Justice will be achieved when everyone enjoys the same degree of protection from environmental and health hazards, access to the decision-making process, and benefits of a healthy environment in which to live, learn, and work.

As a regional grant program serving nearshore restoration and protection project applicants that include state, federal, and local agencies, Native American tribes, and non-governmental organizations throughout Puget Sound, ESRP is committed to applying a Diversity, Equity, and Inclusion/Environmental Justice (DEI/EJ) lens to each component of our work. To meet this goal, we are exploring ways to incorporate DEI/EJ values into all aspects of our grant program, including the way we form review teams, hire staff, evaluate projects, make decisions, and develop communication materials. As a starting place, for the 2024 grant round (projects to be funded in the 2025-2027 biennium), we will ask applicants about how their project or organization is supporting the values of DEI and EJ. We anticipate using the responses to inform a programmatic approach toward a holistic and thoughtful application of a DEI and EJ lens throughout our work to restore and protect Puget Sound nearshore ecosystems. Links to DEI and EJ resources are provided in Appendix C. Other Resources.

## ANTICIPATED FUNDING SOURCES

### STATE FUNDING

This RFP will be used to develop the SGP portion of the 2025-27 ESRP Investment Plan containing a ranked project list and funding recommendations. This spending plan will be used to direct 2025-27 state capital appropriations to sound conservation investments in Puget Sound. ESRP anticipates a \$25 million request for the biennium. ESRP will set aside 5% of ESRP's legislative appropriation for the SGP program, which will be funded provided the ESRP receives at least a \$5 Million appropriation. ESRP received a \$14,309,000 biennial appropriation during the 2023-25 fiscal period.

### FUNDING PARTNERSHIPS

The 2025-27 Investment Plan process and the resultant ranked project list can be used to identify opportunities with other state and federal partnership funding mechanisms (e.g., NOAA, PSAR, FEMA, and EPA) as part of a coordinated investment strategy. ESRP has successfully leveraged supplemental funding from federal and state partners in the past to support projects on the ESRP investment plan that align with the core criteria and goals of those partner programs.

### OTHER 2024 ESRP FUNDING OPPORTUNITIES

The [ESRP Learning Program](#) and [the Restoration and Protection Grant Program](#) will each release a request for proposals on December 7, 2023, and the [Shore Friendly program](#) will release a request for proposals on January 17, 2024.

## ELIGIBILITY INFORMATION

### FUNDING REQUEST LIMITS

The minimum funding request for proposed projects is \$30,000. The maximum request is \$150,000. The SGP defines “small-scale” projects as those with an anticipated total project cost (including planning and construction) of up to approximately \$500,000.

### AWARD PERIOD

Project awards are for work to be completed between July 1, 2025 and June 30, 2027. Additional time may be granted if necessary and approved by the ESRP management team.

### MATCHING REQUIREMENTS

Projects must provide a match equaling 30% of the total project cost. This match must be incurred according to RCO policies. Some of this match must be non-state funds. Match eligibility will be determined on a case-by-case basis. Match may include cash, bond funds, grants, labor, equipment and equipment use (see [RCO Manual 8](#) for restrictions), materials, staff time, and donations. All match must be an integral and necessary part of the approved project, must be for ESRP-eligible elements of the project, and must be committed to the project. Match expenses are reviewed for eligibility, and with the same criteria, that reimbursement requests are reviewed.

No funds administered by the ESRP may act as match for an ESRP grant. Other funds administered by RCO may be used as match; consult with the ESRP/Salmon Grants Manager to determine whether a specific grant may be used as match for the ESRP project.

### ELIGIBLE PROJECT TYPES

- Acquisition (protection)
- Construction (restoration)
- Design
- Feasibility Studies

### ELIGIBLE APPLICANTS

- Academic Institutions
- Conservation and Special Purpose Districts
- Counties, cities, and towns
- Lead entities for salmon recovery

- Marine Resources Committees
- Native American Tribes
- Non-profit organizations
- Regional Fisheries Enhancement Groups
- State and federal agencies

## WORKING WITH LANDOWNERS

To ensure the complete application may be submitted by the deadline, and to expedite project implementation, make sure to work with landowners, including state or local agencies, early. Make time to review all project control and tenure documents to confirm information is complete and they are signed by the appropriate person. RCO's [Landowner Acknowledgement Form](#) is required at application for all projects proposed to occur on property not owned by the applicant at the time of application. Include a signed Landowner Acknowledgement Form from each landowner acknowledging that their property is proposed for ESRP funding consideration.

After funding, sponsors of restoration and design projects must provide a [Landownership Certification Form](#) (due prior to agreement) to document there are no encumbrances that would adversely affect the ability to restore the property. [Landowner Agreement Forms](#) (and/or a use authorization, if working on state-owned aquatic land) are required before implementing any restoration project on property not owned by the sponsor. Sponsors of acquisition projects must provide preliminary title reports prior to agreement.

**Washington Department of Fish and Wildlife Lands:** If the project is on land owned or managed by the Washington Department of Fish and Wildlife, the applicant should initiate consultation with the department early to allow enough time to get the required agency support documents. The department's State Lands Division manager is the only authorized person who may sign the required control and tenure documents and access permits. Regional staff contact information may be found online. Successful applicants should be prepared to work with the department's regional staff to prepare these documents.

**State-owned aquatic lands:** Applicants with restoration or design projects that include shoreline, in-water work, over-water work, or public water access should contact the Washington Department of Natural Resources early in the application process to determine whether the project is on state-owned aquatic lands, which could affect project scoping. See the Department of Natural Resources' [online map](#) to find the contact information for the department's aquatic land manager in the applicant's area, or call the department at (360) 902-1100.

## RELEVANT RCO POLICIES

### RCO POLICY MANUALS

Sponsors must abide by all RCO policies when implementing their projects. Please refer to [Manual 3 – Acquisition Projects](#), [Manual 5 – Restoration Projects](#), [Manual 7 – Long-Term Obligations](#). Use [Manual 8 – Reimbursements](#) for all billing instructions and forms.

## REPORTING

Sponsors are required to enter two progress reports a year for all funded projects using the [PRISM Online](#) progress reporting tool. Sponsors are also required to complete and submit a final report in PRISM Online at the completion of their projects. Through the online final report, sponsors provide a final project description, narrative, and information about the project scope, metrics, and costs. Sponsors will verify or update metrics reported through earlier progress reports and billings. Final reports must be submitted within 90 days of the grant expiration date.

## GRANT REIMBURSEMENT

RCO pays sponsors through a reimbursement process. This means that sponsors will not receive a lump sum grant in advance. Sponsors must provide documentation for all expenditures before receiving compensation. RCO [Manual 8 – Reimbursements](#) describes RCO reimbursement policies and procedures. Reimbursement workshops are available online on the [RCO Web site](#).

## ELIGIBLE COSTS

All project costs and donations submitted for reimbursement or match must directly relate to the work identified in the grant agreement and be considered reasonable, necessary, and eligible. Itemized lists of eligible expenses are in [Manual 3 – Acquisition Projects](#) and [Manual 5 – Restoration Projects](#).

## MONITORING COSTS

Grant recipients must monitor project implementation to ensure project completion as planned, and address any post-construction issues in the ESRP project agreement. This is referred to as implementation monitoring.

The ESRP does not fund project-specific effectiveness monitoring, but does support a learning program that collects region-wide data to inform future restoration.

## PRE-AGREEMENT COSTS

Generally, RCO will not reimburse costs incurred before the project start date of the grant's project agreement. However certain pre-agreement costs within the project scope are eligible for reimbursement (or to be used as match) if approved by the RCO grants manager in writing. Eligible pre-agreement costs include the following:

- Engineering and design costs for restoration projects.
- Engineering and design costs (e.g., surveying, geotechnical, other data gathering) for planning projects.
- Costs necessary to determine control and tenure of the restoration site (e.g., preliminary title report).
- Costs necessary to establish land values for acquisition projects (e.g., survey, appraisals, title report).
- Acquisition projects granted a [Waiver of Retroactivity](#).
- If cost-effective (i.e., materials are available at a reduced cost), the construction materials below and any associated transportation costs. RCO requires advance approval by the RCO grants

manager to reimburse pre-grant purchase of any of the following construction materials: Large woody materials, Culverts, and Bridges.

The ESRP will not pay for purchases of land, construction materials and associated costs, or installation costs except those noted above, incurred before the project start date of the grant's project agreement.

### INDIRECT COSTS ARE NOT ELIGIBLE

Agency indirect costs are not eligible for ESRP Small Grants projects.

### CULTURAL RESOURCES COMPLIANCE

[Governor's Executive Order 21-02](#), Archaeological and Cultural Resources, directs state agencies to review all acquisition and construction projects for potential impacts to cultural resources<sup>1</sup> to ensure that reasonable action is taken to avoid, minimize, or mitigate adverse effects to these resources. The federal government, through Section 106 of the National Historic Preservation Act, requires the same compliance for projects with federal involvement, for example, projects on federal lands, with federal funds, or those that require a federal permit.

RCO facilitates review under the Governor's executive order. The appropriate lead federal agency facilitates review under the National Historic Preservation Act. If the federal review covers the entire RCO project area, there is no additional review needed to meet state requirements. Both processes require review, analysis, and consultation with the Washington Department of Archaeology and Historic Preservation and affected Native American tribes.

After the initial consultation, a funded project may be required to complete further cultural resources review and continue the consultation process to determine next steps. Costs for cultural resources review (survey, monitoring, etc.) are eligible for reimbursement and should be included in the grant application.

Sponsors must complete the consultation process and satisfy all requirements before beginning any ground-disturbing activities (including demolition). Ground disturbance or demolition started without approval will be considered a breach of the grant agreement. Typically, cultural resources approval will be authorized as part of the notice to proceed.

For acquisition projects, cultural resources requirements must be completed before final reimbursement will be made.

See RCO Manuals 3 or 5 for additional details on the cultural resource review process for acquisition and restoration projects, respectively.

### APPLICATION AND REVIEW PROCESS

**Pre-proposal Due Date:** Proposals must be submitted by 11:59 P.M. on December 4, 2023 through [PRISM Online](#). Pre-proposals received after this time may not be considered.

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<sup>1</sup> Cultural resources are archeological and historical sites and artifacts, and traditional tribal areas or items of religious, ceremonial, and social uses.

**Final Application Due Date:** Full proposals must be submitted by 11:59 P.M. on February 21, 2024 through [PRISM Online](#). Full proposals received after this time may not be considered.

The Small Grants application process consists of three main requirements: 1) a pre-proposal, 2) a virtual site visit, and 3) a full application. The virtual site visit will occur shortly after pre-proposals are due to provide an early opportunity for applicants to discuss their proposals with the ESRP Small Grants Technical Review Team. Applicants will receive eligibility and technical feedback to improve their project scope and design prior to submitting a full proposal. Full proposals will be reviewed by the ESRP Technical Review Team. Please note that, while pre-proposals and virtual site visits are required, ESRP staff will consider accepting full applications from applicants who did not submit a pre-proposal on a case-by-case basis to take advantage of emerging project opportunities.

## REVIEW TEAM DEFINITION

### ESRP SMALL GRANTS TECHNICAL REVIEW TEAM

This team's role is to advise ESRP Small Grants applicants during the pre-proposal virtual site visits, evaluate and score full applications, and provide critical analysis and feedback for potential ESRP funding awards. This review process results in a ranked ESRP Small Grants Program list which is later combined with the other ESRP programs to create an agency funding request called the ESRP Investment Plan. This team consists of volunteer technical reviewers across the Puget Sound region that provide a spectrum of expertise across policy, science, and practice.

## APPLICATION PROCESS

### STEP 1. SIGN UP FOR A SECUREACCESS WASHINGTON ACCOUNT AND A PRISM USERNAME AND PASSWORD

All applicants must use [PRISM Online](#) to complete and submit applications. New PRISM users must fill out a [New User Account Form](#) to obtain a user name and password and sign up for a [SecureAccess Washington Account](#). When signing into PRISM for the first time, users will be asked to sign into both PRISM and SecureAccess. After the initial sign in, users will sign into PRISM using their SecureAccess credentials only. For more details on the double sign-in, visit [RCO's PRISM information website](#).

*Questions about PRISM?* PRISM instruction and training videos are available on [RCO's website](#). Feel free to also contact:

- Your ESRP/Salmon Grants Manager at [kay.caromile@rco.wa.gov](mailto:kay.caromile@rco.wa.gov) or (360) 867-8532, or
- RCO's PRISM support staff at [prismsupport@rco.wa.gov](mailto:prismsupport@rco.wa.gov) or (360) 902-3086.  
(Telephone Relay Service for the Hearing Impaired (800) 833-6388.)

### STEP 2. SUBMIT PRE-PROPOSAL THROUGH THE PRISM ONLINE APPLICATION WIZARD.

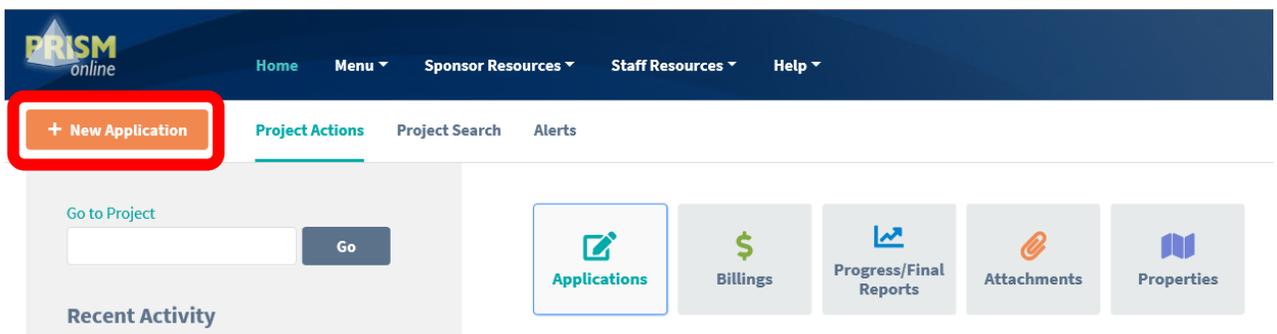
**Due Date:** By 11:59 P.M. December 4, 2023. Pre-proposals received after this time or not in the described format may not be considered for competition.

**Pre-Proposal Requirements:** A complete pre-proposal includes a PRISM application and supporting PRISM attachments (e.g., supporting maps, budget, and designs). Additional detail on contents and format for application materials is provided below.

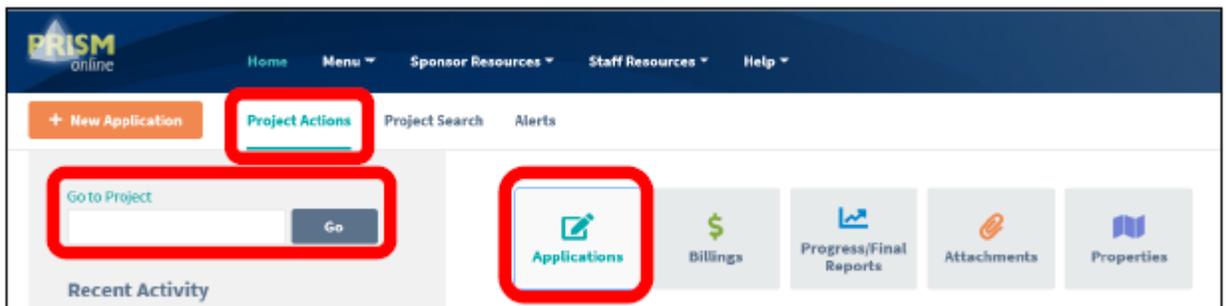
**Pre-Proposal PRISM Application Submittal Process:**

*A. Create and Fill Out Your PRISM Application:*

To begin an application, log into [PRISM Online](#) using the SecureAccess credentials. On the PRISM home page, users can search for applications, apply for grants, manage grant agreements (active projects), and submit billings for reimbursement and progress and final reports. From the PRISM Online home page, applicants can locate and click on the orange “+ New Application” button, as seen here, to launch the Application Wizard. You then will be prompted to fill out several screens of information about your project. When prompted to “select the program for which you are applying,” select “**ESRP Small Grant Pre-Proposal.**”



Once a PRISM project number is assigned, use PRISM Online to complete the application. You may leave and return to your application at any time. To return to your application, sign in to PRISM Online, select “Project Actions,” and enter the project number in the “Go to Project” field. Doing so will open the “Application Wizard” for the project. Alternatively, in “Project Actions” select the Applications icon, which will display a list of applications for the applicant’s organization.



Complete the required information on each screen and click the “Next” button. This process will take the applicant through the entire application page by page. Be sure to save work often.

Multiple users may work on one application in PRISM, just add individuals to the Project Contacts list, but it is best not to have two people working in the application at the same time.

B. *Attach Supporting Project Information to Your PRISM Application.*

- **DETAILED SITE PLAN OR PARCEL MAP.**
- **DESIGN PLANS OR SKETCHES**, if available, that clearly convey the intent of the proposed restoration project. Providing all available information now will help reviewers offer more thorough targeted feedback to inform your final application.
- **DRAFT BUDGET WORKSHEET:** Please use the [ESRP Small Grants Budget Worksheet template](#) to provide a draft cost estimate to supplement the general cost information required by PRISM. **Reminder:** The minimum required match is 30% of the total project cost entered into PRISM; some portion of match must be non-state funds.

C. *Check for Errors and Submit Your PRISM Application.*

After completing all the application information and requirements, check the application for errors on the “Submit Application” screen. Pages indicated with a red exclamation mark (!) in the navigation table on the left of the screen require refinement. Continue to check for errors after making corrections. If errors persist, reach out to the RCO grants manager for assistance. Once all pages are cleared of errors and show a green check mark, submit the application.

### **STEP 3. SCHEDULE AND PRESENT DURING A VIRTUAL SITE VISIT**

After pre-proposals are submitted on December 4, 2023, ESRP program staff will begin contacting applicants to schedule virtual site visits, which will be held on December 11, 12, 13, and 14 (although this is subject to change if a critical mass of applicants justifies altering the timing). Virtual site visits are expected to be held using the Microsoft Teams platform. Site visit scheduling questions can be sent to [jenna.jewett@dfw.wa.gov](mailto:jenna.jewett@dfw.wa.gov).

The site visit is an opportunity for project applicants to have early dialogue about the project with the ESRP Small Grants Technical Review Team that will lead to a more robust grant application package.

This team will review application material and advise project applicants on how to consider natural processes and ESRP grant criteria. This team will advise whether the project should proceed to the full application stage. Some common “red flag” notations by the ESRP team may include the following:

- *Ideal for ESRP or consider other more appropriate funding source ...*  
encourage funding by ESRP or a more appropriate source, better aligned with project goals.
- *Ready to proceed or not ready...*  
if “not ready” comment is noted, it is for projects with design or feasibility issues that are anticipated to strongly affect ecosystem benefits or implementation timing that cannot be expediently resolved through contract negotiation.
- *Process-based or not process-based ...*  
project is or is not consistent with process-based approach to restoration.

The project applicants and the ESRP Small Grants Technical Review Team will be able to discuss any important considerations revealed during the site visit that can be addressed in the final submission of grant application materials. This will help applicants develop more clear and robust proposals.

#### STEP 4: SUBMIT FULL APPLICATION MATERIALS

**Due Date:** By 11:59 P.M. February 21, 2024. Applications received after this time may not be considered.

**Requirements:** All full applications must be submitted through the [PRISM Online](#) application process. The full application builds off the pre-proposal material already submitted, but requires much more information be entered into PRISM. RCO strongly encourages applicants to start the online application early, and contact RCO if assistance is needed.

Application material will be evaluated by the ESRP Technical Review Team using the ESRP Evaluation Criteria provided in Appendix B. A ranked list will be developed based on reviewer scores. Once the list is developed, there will be no changes to the project ranking, although funding award recommendations may differ from requested amounts.

#### **Full Application Submittal Process:**

A. *RCO Will Convert Your Pre-Proposal to an ESRP Project Application in PRISM.*

This step will be completed after pre-proposals are submitted. Your PRISM project number will remain the same. The information in your pre-proposal will be transferred to your full application.

B. *Complete Your Full Application:*

Open your ESRP Project application in PRISM. The information in your pre-proposal will already be entered in your full application, but there will be many more questions and screens to fill out to ensure a complete application. Complete the required information on each screen and click the “Next” button. This process will take the applicant through the entire application page by page. While some of the information required in PRISM will not directly influence the technical evaluation process, it is required for all projects awarded ESRP funds. Be sure to save work often.

**Project Evaluation Criteria Worksheet (optional):** You will respond to the Small Grant Project evaluation criteria questions directly in PRISM (rather than filling out a separate form and attaching it PRISM). For your convenience, a [Small Grant Project Evaluation Criteria Worksheet](#) is available to use if you wish to craft your responses before copying them into PRISM. Use of this worksheet is optional. Its intent is to serve as a tool as you develop your responses. There is no need to attach this to PRISM. Pay close attention to the character limits established for each response as PRISM will cut off all text that exceeds the limit. If you are having trouble staying within the character limit, please notify your ESRP/Salmon Grants Manager so we can determine if it is necessary to extend the limit.

C. *Attach Supporting Project Information to Your PRISM Application.*

An application checklist is provided in Appendix A, complete with links to necessary templates. It may also be downloaded from [RCO’s ESRP website](#).

- **FINAL BUDGET WORKSHEET** (Microsoft Excel [template](#))

Update the draft budget worksheet submitted with your pre-proposal, as needed. Applicants must complete and submit ESRP's Small Grant Program budget worksheet. This worksheet presents project costs defined by project tasks (e.g., feasibility, design, construction). The worksheet must be supported by the budget narrative in PRISM and/or other supporting materials that justify task costs. Project funding is typically limited to what sponsors can commit to accomplish within a 2-year award period, although additional time may be granted if necessary and approved by the ESRP management team. It is understood that the project costs are estimates and exact amounts will be defined at the contract stage. Proposals requesting funding greater than \$10,000 for assessment or outreach/education activities should separate those elements in the budget worksheet. This will provide clarity when evaluating proposals.

- **VISUAL SCOPE OF WORK** (Image/JPEG)

The visual scope of work is a map that clearly articulates the present and future vision for the project site or project sites. Create the map to the best of your abilities using available resources (e.g., GIS, desktop publishing software, aerial imagery with hand-drawn markups, etc.). Washington Department of Ecology's [Coastal Atlas](#) can be useful for this exercise. The visual scope of work does not need to be professional quality. Choose the best component that creates a visual demonstration of the vision for the project. Do not submit formal design documents unless they are **1-2 pages** at most and fulfill the criteria stated here. See RCO's ESRP website for [Example Visual Scopes of Work](#) from previously funded ESRP applications.

- **LANDOWNER ACKNOWLEDGEMENT** (MS Word or PDF [template](#))

If the proposed project will occur on property not owned by the applicant at the time of application, attach a signed and complete landowner acknowledgement form from each landowner to demonstrate that all affected landowners are aware of the project and supportive of the application. If there is landowner conflict or uncertainties to the project proposal, please provide rationale and how the project sponsor proposes to manage that circumstance. Refer to [WORKING WITH LANDOWNERS](#) for information on who to contact if you are proposing work on Washington Department of Fish and Wildlife (WDFW) lands or state-owned aquatic lands.

- **LETTER OF SUPPORT FROM AT LEAST ONE OF THE FOLLOWING LOCAL NEARSHORE PLANNING AND CONSERVATION ORGANIZATIONS** (PDF/MS Word document)

[Marine Resources Committee](#), [Lead Entity](#), [Lead Integrating Organization](#), [Shore Friendly Program](#). (MS Word or PDF).

- **DRAFT COMMUNICATION PLAN** (MS Word document)

It is the intent of the Small Grants Program that these successfully restored beach systems will serve as demonstration sites for neighboring property owners, local communities, and other marine waterfront landowners in the greater Puget Sound. A communication plan is necessary to ensure that the messaging, coordinated with the local Shore Friendly program, reaches the intended target audience in a strategic and thoughtful manner. Please use the [Communication Plan Guidance](#) and [Example](#) to create a draft or final communication plan and it to your PRISM application.

- **APPLICANT RESOLUTION AND AUTHORIZATION** (MS Word [template](#))

The applicant’s governing body must pass a resolution that authorizes submission of the application for funding. This resolution will identify who may sign a contract and amendments on behalf of the organization. The format of the authorization may change, but the text may not change. Only one form is required for each applicant, so long as each project name and number is included in the resolution. Forms filled out incorrectly, or unsigned, are not valid and will require revisions. For help, contact a RCO Grants Manager before signing the form. Secondary sponsors must also complete this form.

Applicant Authorization Resolution Forms are not required from tribal sponsors at the time of application. However, RCO will need an organizationally drafted resolution from tribal sponsors before signing the agreement. Tribal sponsors should work with their grants manager to fulfill this requirement.

- **TWO PHOTOS OF PROJECT SITE** (JPEG)

- **ADDITIONAL SUPPORTING DOCUMENTS** (MS Word, PDF, Image, JPEG, etc.)

The following supporting documents improve the ability of reviewers to evaluate projects. Reviewers are instructed to treat absence of information as an indicator of insufficient capacity or resources. Suggested supporting documents:

- Letters of support from affected landowners, tribes, agencies, etc.
- Feasibility studies and design drawings (if applicable) useful for understanding project scope and configuration.
- Maps illustrating the project’s location relative to priority habitats or previously restored or acquired properties, its location within the drift cell or process unit, or other relevant information.
- RCO Waiver of retroactivity (for parcels acquired prior to application).
- Monitoring or stewardship plans, if available.

*D. Check for Errors and Submit Your PRISM Application by the Application Due Date.*

After completing all of the application information and requirements, check the application for errors on the “Submit Application” screen. Pages indicated with a red exclamation mark (!) in the navigation table on the left of the screen require refinement. Continue to check for errors after making corrections. If errors persist, reach out to the RCO grants manager for assistance. Once all pages are cleared of errors and show a green check mark, submit the application before the deadline.

## **STEP 5: WRITTEN QUESTION AND RESPONSE**

To assist the Technical Review Team in their evaluation of project proposals, ESRP Small Grants Program staff will facilitate a question and response period between the reviewers and applicants. This process will allow technical reviewers to gain additional clarity and information regarding the proposed projects and will serve as a final opportunity for the applicants to provide a written response.

Important dates:

- April 17, 2024:
  - Applicants will receive a single email from the ESRP Small Grants Program with all reviewer questions for their project, and instructions on how to respond. Please check spam folders to ensure the email notification is not missed.
- April 24, 2024:
  - Applicants are required to provide responses to reviewer questions in writing by this date for the information to be considered in the evaluation process.
  - Responses must be submitted as an attachment to your PRISM application by 11:59 PM.

## **STEP 6: PROJECT EVALUATION AND RANKING**

Proposal material will be evaluated by the ESRP SGP Technical Review Team using the ESRP Small Grants Program Evaluation Criteria that are provided in Appendix B. Points are awarded based the following criteria categories. A ranked list will be developed based on reviewer scores. Once the list is developed there will be no changes to the project ranking.

### **Small Grants Project Evaluation Criteria Categories**

Ecological Importance	(30 points)
Technical Merit and Readiness	(30 points)
Cost Justification	(15 points)
Public Support and Involvement	(25 points)

## **INTEGRATING RANKED PROJECT LISTS**

The ESRP review process results in a separate prioritized project list for each sub-program:

1. Ranked new project list
2. Ranked portfolio project list
3. Ranked learning project list
4. Ranked small grants project list
5. Shore Friendly local program funding request

These separate lists are “zippered” together to create a single integrated ESRP Preliminary Investment Plan to be submitted to the Governor’s Office and the Washington State Legislature for funding consideration. The integrated ESRP investment plan is created with the top ranked portfolio project becoming the top ranked ESRP project, followed by the top ranked new project, then 2nd ranked portfolio project, and so forth. Learning and small grants projects will compete against other learning projects/small grants projects for a portion of ESRP’s total appropriation that will be set aside for these opportunities. (Learning grants receive 10% of the total ESRP appropriation and small grants receive a maximum of 5% of the total ESRP appropriation.) Shore Friendly’s funding request to the legislature may be integrated at various incremental appropriation levels on the ESRP investment plan.

The ESRP Preliminary Investment Plan will remain preliminary until state capital funding is secured and a Final ESRP Investment Plan is published. Contact the Puget Sound Section Manager for more information on the integration of multiple ESRP grant programs into one investment plan.

## **AWARD AND CONTRACT INFORMATION**

ESRP Small Grants Program awards will be administered through contracts between project sponsors and the Washington State Recreation and Conservation Office (RCO), ESRP's fiscal partner. All discussion of award funding level, scope, and project implementation schedules are preliminary until publication of the Final ESRP Investment Plan and distribution of award notices. The project sponsor assumes full risk for any costs incurred prior to publication of the Final Investment Plan and subsequent award notification.

Contracts will be developed and executed using RCO documents. These materials will be made available upon request. Projects receiving federal funds must also comply with the relevant federal terms and conditions associated with the funding agency.

## APPENDIX A: ESRP SMALL GRANTS PROGRAM APPLICATION ATTACHMENT CHECKLIST

All ESRP applications must be submitted in PRISM Online. Note that PRISM is designed to check for certain required attachments, but PRISM cannot check for all. Use the application checklist below to ensure you attach all required application material to PRISM.

PRE-PROPOSAL PRISM Online Attachment Checklist Items	Template / Form Link
<b>Draft Budget Worksheet.</b> RCO recommends using its template or similar format. Attach in PRISM and clearly label “Draft Budget Worksheet.”	<a href="#">Spreadsheet</a>
<b>Maps</b> <ul style="list-style-type: none"> <li>• Site plan for restoration projects</li> <li>• Parcel map for acquisition projects</li> </ul>	Applicant Creates
<b>All Available Design Materials for Restoration Projects.</b>	Applicant Creates
FINAL APPLICATION PRISM Online Attachment Checklist Items (the following are in addition to your Pre-Proposal Application requirements)	Template / Form Link
<b>Final Budget Worksheet.</b> Update the Draft Budget Worksheet, as needed, and attach in PRISM labeled “Final Budget Worksheet.”	<a href="#">Spreadsheet</a>
<b>Visual Scope of Work</b> (see <a href="#">examples</a> on RCO Website)	Applicant Creates
<b>Landowner Acknowledgement Form</b> is required for projects on land not owned by the applicant or on state-owned aquatic lands.	<a href="#">Form</a>
<b>Letter of Support</b> from Marine Resources Committee, Lead Entity, Lead Integrating Organization, and/or Shore Friendly Program	Applicant Creates
<b>Draft Communication Plan</b> (see <a href="#">guidance</a> and <a href="#">example</a> on RCO Website)	Applicant Creates
<b>Applicant Resolution and Authorization</b> is required for any applicant that will sign the project agreement.	<a href="#">Form</a>
<b>Project Site Photographs.</b> At least two photographs of site conditions before project implementation are required in .jpg file format.	Applicant Creates
<b>Other Materials (optional)</b> “Waiver of Retroactivity,” graphs, parcel maps, letters of support, etc.	Applicant Creates

## APPENDIX B: ESRP SMALL PROJECTS EVALUATION CRITERIA

Project proposals are reviewed and scored using four primary criteria. Each criterion is broken down into a number of sub-criteria, each associated with evidence that sponsors can provide to demonstrate how a project meets criteria and sub-criteria. How well an applicant provides evidence will determine how many points they receive for a given sub-criteria. For evaluation, Ecological Importance and Technical Merit are generally evaluated within the context of the “whole project,” not only the current phase being proposed. For other criteria, evaluation will focus on the current phase of effort.

### Evaluation Criteria Categories:

Ecological Importance	(30 points)
Technical Merit and Readiness	(30 points)
Cost Justification	(15 points)
Public Support and Involvement	(25 points)

**ECOLOGICAL IMPORTANCE (30 pts.)** - *An ideal project will restore natural ecosystem processes, structures and services. Preferably, the project will result in site conditions that restores or protects complex natural processes and is resilient to current and future development impacts, and will provide highly valued habitat to target species. Please respond to the questions below.*

- 1. [0-5 pts] Will the project provide long-term ecosystem benefits?** Describe how your project will maintain existing ecosystem services or protect intact ecosystem processes or restore the sources of degradation to ecosystem processes. *To help respond to this question, refer the 2-page Process Unit Summary Report for the Shoreline Process Unit or Delta Process Unit in which your project is located<sup>2</sup>, [Beach Strategies](#), other [Puget Sound Nearshore Technical Resources](#), and other relevant documents.*

*Ideal projects have some or all the following:*

- Restores or protects ecosystem processes or services.
- Protects intact areas.
- Addresses priority restoration or protection needs (i.e., degradation or future risk) within a site.

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<sup>2</sup> Find the Shoreline Process Unit (SPU) and Drift Cell by going to the [Nearshore Data Map](#). Click on “See the PSNERP Maps”. Once at the site, access the information with these instructions:

1) In the layer list to the right of the screen, check the box next to “Process Units”. Zoom into the map and click on your area of interest.

2) The SPU/DPU number will appear in a pop-up screen, along with links to the 2-page summary for that process unit from the PSNERP Strategies for [Nearshore Protection and Restoration in Puget Sound](#) report.

<sup>3</sup> Find the updated drift cell and associated shoreform data by using the [Beach Strategies data explorer](#) and associated [Hub Site](#). Click on the drift cell or bluff of interest and then click “download report” to view a summary of drift cell features including armor proportion and sediment supply length. Depending on internet browser, pop-ups may need to be temporarily enabled to download the report.

- Proposed action(s) addresses a PSNERP strategy for the shoreline or delta process unit in which it lies [Cereghino et. al. 2012](#).

2. **[0-5 pts] Will the site be resilient to future degradation?** The project results in a functioning site that restores or protects ecosystem dynamics and connectivity and, if not delivered fully by the project action, the proposal describes how incremental work (through future actions to which this project contributes) will reach this target condition at the site scale. (Note: climate change will also be addressed in a later category.)

*Ideal projects have some or all the following:*

- Expected future condition of target ecosystem is clearly described including predicted changes over time. A full range of ecosystem components ([Shipman 2008](#)) or conditions ([Cereghino et al 2012](#)) will provide increasing levels and complexity of ecosystem services over time.
- Proposed actions will result in contiguous patches of habitat that are hydrologically connected in a manner sustainable by natural processes, and open to unconstrained river and/or tidal processes.
- If incremental restoration is proposed: future restoration is feasible, and designs do not preclude full restoration in the future.

3. **[0-10 pts] Do the surrounding conditions support the project?** The project approach is 1) responsive to potential risks of intense or complex site degradation, 2) responsive to potential future impacts from population growth, and 3) demonstrates a preference for work where, over time, historical processes will be restored or protected at the scale of the process unit or 'nearshore ecosystem site'. (Note: climate change will also be addressed in in a later category.)

*Ideal projects have some or all the following*

- The project will protect or restore an ecosystem component or landform that is critical for increasing the integrity of the region, compared to historical composition.
- Project actions respond to risks identified in [Cereghino et al. 2012](#) and utilize local assessments.
- Upland and watershed modifications do not substantially limit the ability of the proposed actions to provide intended benefits and/or such modifications are or will be addressed through the project design.
- The potential for future development within and adjacent to the site is explicitly explored. The processes and services of the site will be resilient to anticipated change. [Cereghino et al. \(2012\)](#) provides a range of risk metrics following [Simenstad et al. \(2011\)](#).
- Adjacent areas support the function of the site (e.g., well-vegetated buffers deliver clean, cold water; up-drift bluffs provide sediment etc.).

*Sample questions to consider in this section*

- What are the known or anticipated (current and future) impacts to the project site from the surrounding landscape conditions?
- What are the known or anticipated (current and future) benefits to the project site from the surrounding landscape conditions?

4. **[0-5 pts] Does the proposal achieve goals listed in your geographic area's local plan for nearshore beach restoration/protection (e.g., Marine Resources Committee, Salmon**

**Recovery Lead Entity, Local Integrating Organization, Shore Friendly Program)?** List and describe how your project meets the goals and objectives of local nearshore planning priorities.

5. **[0-5 pts] Does the project provide ecosystem services that benefit society?** – The site provides a high level of ecological services compared to other similar landforms, based on an identified and accurately cited assessment.

*Ideal projects have some or all the following:*

- Proposed actions restore or protect ecosystems that have experienced significant loss in size or quantity in Puget Sound or sub-basin or that contain rare, vulnerable or ecologically important species or resources (e.g., PSP indicators: estuaries, eelgrass, seabirds, unarmored shorelines, forage fish, and Chinook salmon; state and federal listed species, WDFW's priority habitats and species).
- Proposed action is logically linked to a change in habitat and other conditions that provide direct benefits for species of concern. The mechanism by which habitat change leads to species benefits is described (e.g., increases in tidal wetland area and re-establishment of channel networks is anticipated to increase juvenile salmon carrying capacity; predicted change in sediment texture and increase in overhanging shoreline vegetation increases forage fish spawning area).
- Proposed actions are clearly identified in regional or species recovery plans.

**TECHNICAL MERIT AND READINESS (30 pts.)** - A strong technical and social review of the project is well documented or proposed for the current phase. Work will be done quickly, and the project is being designed to meet a range of contingencies, advance ecological science, and maximize resilience under climate change. Please respond to the questions below.

6. **[0-10 pts] Are the techniques reliable and likely to have the desired outcomes?** 1) The project team includes the range of professional skills and experience suited to the scope of the project, ensuring high confidence the project will result in the predicted benefits, and 2) the project has been improved by an interdisciplinary technical review process, as appropriate for the project.

*Ideal projects have some or all the following:*

All Projects

- The project team contains the range of expertise needed to complete proposed actions.
- Proposal references or proposes an interdisciplinary technical review of project strategies and alternatives, as appropriate for the project. Involvement and support of the interdisciplinary team is well documented and provided.
- The project addresses links between restored or protected habitats and the processes that maintain them so that project actions are likely to have the outcomes described in Ecological Importance (considers ecological context, confidence in predictions, and predictability of the management measures).

Acquisition

- Risks to ecological processes at the site can largely be controlled through acquisition.
- A strong stewardship plan is provided or is proposed as an early project deliverable.

Restoration

- Sponsor has engaged key interested parties and technical experts regarding project performance and identified how design techniques will lead to desired project outputs.

- 7. [0-5 pts] Have you identified a strategy for addressing or resolving uncertainty around the project?** – Describe 1) the factors that may create uncertainty in project outcomes and their associated risk, 2) your strategy for implementation monitoring and managing uncertainty, and 3) if your technique is experimental, opportunities for learning are fully developed and integrated into the project design development process.

*Ideal projects have some or all the following:*

Feasibility and design

- Proposal explicitly lists factors anticipated that may create uncertainty in project outcomes, including impacts from partial restoration, landscape setting, future threats, ongoing human use, and fundamental assumptions about climate change.

Acquisition

- Long-term stewardship and management plan has been or will be developed based on known uncertainties and risks.

Restoration

- Projects requesting implementation monitoring funds should have completed a monitoring and adaptive management plan.
- A management strategy, including an appropriate level of implementation monitoring, has been (or will be) developed to monitor the evolution of natural processes and to observe characteristics of the site during and following implementation that are explicitly linked to outcomes. Note that implementation monitoring is to ensure project completion as planned and to address any post-construction issues in the ESRP project agreement; effectiveness monitoring is not eligible through this grant program.
- Proposed approach is designed to address the uncertainties and constraints to the extent possible and consider alternative scenarios in the design process. For construction projects, the sponsor has a clearly defined contingency plan to address uncertainties.

- 8. [0-5 pts] Is the project designed to be resilient to climate change and/or does it promote ecosystem resilience in the face of climate change?** – The action fosters adaptation to anticipated sea level rise and local climate change or increases the resilience of both natural and human systems.

*Ideal projects have some or all the following:*

- Restoration projects include specific modeling, design, and construction activities that account for applicable effects of climate change, such as sea level rise, changes in precipitation, changes in freshwater and groundwater hydrology, potential biological changes and changes in temperatures. Project sponsor will reference the Washington Coastal Resilience Project (e.g., [Miller et al. 2018](#), [Raymond et al 2018](#)) [associated visualization tools](#) for Sea Level Rise elements.
- Proponent demonstrates an understanding of how processes at the site are vulnerable and/or resilient to climate change.
- Opportunities to facilitate landward movement of coastal ecosystems subject to dislocation by sea-level rise and other climate change impacts are considered. For example: Beach projects allow for landward migration of shorelines within the project and sustained sediment supply necessary to adjust beach elevations.

- 9. [0-10 pts] Is the project ready to go?** The proposed schedule is reasonable for the project phase and not likely to be significantly delayed by social controversy or over landowner willingness.

*Ideal projects have some or all the following:*

- Affected landowner(s) has provided written support or acknowledgement as required for the project.
- Proposed actions are consistent with local land use goals, policies, and regulations.
- Budget needs for the proposed phase of project, including matching funds, are secured or pending and likely. A clear strategy is provided for financing necessary additional phases that comprise the whole project.
- All appropriate permits, government approvals, and land access are secured, as required by the project phase and project scope.
- Social barriers have been identified and addressed so implementation is possible and will occur in an efficient timeframe. Sponsor has engaged key partners, tribes, affected community members and groups, technical experts, and other interested parties to overcome obstacles that may prevent the project from being successful. Proposed approach is designed to address barriers and consider alternative scenarios during the design process. For construction projects, the sponsor has a clearly defined contingency plan to address any unresolved issues. Sponsor has documented their interested parties' communication efforts concerning the project and has taken appropriate steps to address concerns.

***COST JUSTIFICATION (15 pts.)*** *Ideal projects will have clear budgets that are appropriate for the type of actions proposed in the given location and demonstrate that cost-saving mechanism (design considerations, low-cost partners, diverse funding sources etc.) have been incorporated into the project. Please respond to the questions below.*

- 10. [0-5 pts] Are actions cost appropriate for the site?** The relationship between expected outcomes and total project cost is appropriate for the project location and landform in this location.

*Ideal projects have some or all the following:*

- Costs are comparable to what is appropriate for implementation of similar projects at the same location.
- Costs are focused on the most relevant management measure(s). Only a limited proportion of funds are focused on supporting management measures.
- Operations and maintenance costs are minimized, and cost-savings mechanisms are used (e.g., low-cost partners; volunteers, partnerships etc.).
- Non-state funding sources are leveraged to maximize the ecological protection and restoration benefit.

- 11. [0-5 pts] Are actions cost effective?** – The relationship between expected outcomes and total project cost has a high benefit/cost value at the Puget Sound scale.

*Ideal projects have some or all the following:*

- There is a clear cost/benefit estimation for investments at the Puget-Sound scale. This project provides strong process-based restoration or protection outcomes vs a similar project that is higher cost elsewhere.

- 12. [0-5 pts] Is there a clear and understandable budget?** Evaluators will consider the budget narrative and attached project cost estimate to assess whether the budget is complete and

provides a fair estimate of all elements required for successful implementation of proposed actions.

*Ideal projects have some or all the following:*

- The whole project budget is complete, sources of funding are explicit and their status can be clearly discerned.
- Line-item costs are clearly described in a budget narrative so that the nature of the costs and the estimation method can be easily discerned.
- Budget narrative describes uncertainties considered when developing the budget. Modest but reasonable contingency (based on specific identified risks) is built into the budget at the task level.
- Funding partners and contributions reflect the diversity of benefits that will be delivered by the project (e.g., projects addressing drainage or flood control have contributions from agricultural groups or dike districts; if public access is improved, matching funds or in-kind donations from a user-group are included; if salmon recovery project, SRFB dollars are included).

**PUBLIC SUPPORT AND INVOLVEMENT (25 pts.)** *The project will build community support for protection and restoration, engage the local community and/or encourages valuable partnerships. Please respond to the questions below.*

- 13. [0-10 pts] Are there social benefits?** The project provides benefits in addition to ecological restoration or protection.

*Ideal projects have some or all the following:*

- The project references or provides documentation that the project will deliver multiple benefits to local communities including but not limited to public education or engagement, appropriate low-impact public use, flood hazard mitigation, drainage improvements, or infrastructure upgrades.

- 14. [0-15 pts] Are the appropriate levels of partners, tribes, affected community members and groups, technical experts, and other interested parties involved?** – The project engages local and regional partners that will collaboratively support public outreach and education, technology transfer, and community participation.

*Ideal projects have some or all the following:*

- Letters of support indicate a broad and diverse base of support.
- Proponent has a project communications strategy describing how specific groups of interested parties have been or will be made aware of project activities and related issues.
- Partners and key parties are actively engaged in feasibility, design and/or implementation.

## APPENDIX C: OTHER RESOURCES

### LOCATING THE SHORELINE PROCESS UNIT AND DRIFT CELL FOR YOUR PROJECT

Find the Shoreline Process Unit (SPU) by going to the [Nearshore Data Map](#). Click on “See the PSNERP Maps” and follow these instructions:

1. In the layer list to the right of the screen, check the box next to “Process Units”. Zoom into the map and click on your area of interest.
2. The SPU/DPU number will appear in a pop-up screen, along with links to the 2-page summary for that process unit from the PSNERP [Strategies for Nearshore Protection and Restoration in Puget Sound](#) report. The 2-page summary provides a process unit overview, nearshore process degradation summary, recommended management strategy, historic shoreline alterations, and landform composition.

Find the updated drift cell and associated shoreform data by using the [Beach Strategies Data Explorer](#) and associated [Hub Site](#).

1. Click on the drift cell or bluff of interest and then click “download report” to view a summary of drift cell features including armor proportion and sediment supply length. Depending on internet browser, pop-ups may need to be temporarily enabled to download the report.

### ADDITIONAL INFORMATION

The following websites may provide additional information that supports your application. Current hyperlinks are provided on the ESRP website under [ESRP Grant Resources](#).

- Communication Plan Resources
  - [Strategic communications planning template](#)
  - [Communicating Science Effectively](#)
  - [The Message Box](#)
- DEI/EJ Resources
  - [US EPA Eco-Health Relationship Browser](#)
  - [Washington DOH Social Vulnerability Index](#)
  - [US EPA Environmental Justice Screening and Mapping Tool](#)
  - [Puget Sound Regional Council Opportunity Mapping](#)
  - [Washington Environmental Health Disparities Map](#)

- ESRP 2024 Grant Competition Resources
  - [ESRP Learning Program webpage](#)
  - [ESRP Restoration and Protection webpage](#)
  - [ESRP Shore Friendly webpage](#)
  - [ESRP Small Grants webpage](#)
  - [RCO Resources](#)
    - Includes the majority of needed resources such as grant forms, ESRP specific resources, and general resources.
  
- Letter of Support Resources
  - [Local Integrating Organizations](#)
  - [Northwest Straits MRCs](#)
  - [Shore Friendly Programs](#)
  - [Local Lead Entities](#)
  
- Science/Technical Resources
  - [Beach Strategies for Restoration Hub site](#)
  - [Beach Strategies Data Explorer](#)
  - [Puget Sound Nearshore Chinook Salmon Strategies](#)
  - [Sea level rise considerations for nearshore restoration and protection in Puget Sound](#)
  - [PSNERP Publications \(Technical Reports\)](#)
  - [PSNERP Change Analysis Geodatabases](#)
  - [Puget Sound Partnership Action Agenda](#)
  - [The Nature Conservancy Ecoregional Assessment](#)
  - [Ecology Oblique Aerial Photography](#)
  - [WA Dept. of Ecology Coastal Atlas](#)
  - [Puget Sound Partnership Salmon Recovery and Watershed Work Plans](#)

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