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**Portfolio Project Status Sheet for**

**ESRP Restoration & Protection Projects**

**2023/24 RFP (for 2025-27 ESRP Investment Plan)**

|  |  |  |
| --- | --- | --- |
|  | **Previously-Funded Project Phase** | **New 2024 Pre-Proposal** |
| **PRISM Project #**  |  |  |
| **Project Title** |  |  |
| **ESRP Request** | $ | $ |
| **Match** | $ | $ |

# Pre-Proposal

Prospective Portfolio project applicants should attach this form to your PRISM Pre-Proposal. ESRP staff will use your responses to the following questions to determine the eligibility of the proposed new phase of project funding in ESRP’s Portfolio Project Program.

1. **Enter the rank of original project that won an ESRP award through competitive grant competition (if known):**
2. **Project Description of the previously-funded project phase (copied from PRISM):**
3. **Describe your current status for achieving project deliverables of the previously-funded project phase and expending prior funding:**
4. **Has the project scope altered from the project alternative that was approved in the original competitive grant competition in which you won an ESRP funding award?**

**(Yes/No):** \_\_\_\_\_\_\_\_\_\_\_

* 1. **If yes, describe the scope change and any effect it may have on potential ecosystem benefits.**
1. **ESRP funding is being sought to complete the following** (select only one of the four options below and respond to any supplemental question(s) in italics for the selected option only)**:**
	1. **\_\_\_\_A new scope of work for the next phase of a previously-funded ESRP project**.  Please describe the proposed scope of work and deliverables for this new funding request on the Project Proposal page of your new PRISM application.
	2. **\_\_\_\_Supplemental funding to complete the same scope of work of a previously-funded active ESRP project to fill a funding gap in the original “whole project” cost.**  (The “whole project” cost hasn’t changed, but additional ESRP funding is being sought to make up for project fundraising efforts from other sources that were so far unsuccessful.)
		1. *Describe completed fundraising efforts and their current status.*
	3. **\_\_\_\_Supplemental funding to complete the same scope of work of a previously-funded active ESRP project to address higher-than-expected costs due to unforeseen circumstances**. Note that your new ESRP funding request must be less than 20% of the project cost of the active grant in PRISM (including both the ESRP award and match), unless otherwise approved by the ESRP Management Team.
		1. *Describe the reason and justification for the cost overrun and actions taken to control or limit the cost increase (including any other funding sources pursued).*
	4. **\_\_\_\_Adaptive management of an active project, or a completed project whose agreement closed within the last 4 years.**Please describe the proposed scope of work and deliverables for this new funding request on the Project Proposal page of your new PRISM application.
		1. *Describe the nature of the problem you are working to address, including any monitoring/observations to date that led you to determine adaptive management is necessary.*
		2. *Describe the proposed adaptive management actions and how they will address the observed problems.*

1. **Complete the following table.**

|  |  |  |
| --- | --- | --- |
| **Task** (corresponding with budget and standard SOW)  | **Status** \* | **Notes on project status** (to qualify declaration)  |
| Complete scope of feasibility study  | Choose an item. |  |
| Complete project conceptual design and feasibility study  | Choose an item. |  |
| Complete project design through permitting  | Choose an item. |  |
| Complete evaluation and adaptive management plan  | Choose an item. |  |
| Complete bid plans and specifications  | Choose an item. |  |
| Document contractor selection process  | Choose an item. |  |
| Complete construction and provide as-built documentation  | Choose an item. |  |
| Complete stewardship and maintenance planning  | Choose an item. |  |
| Deliver evaluation report  | Choose an item. |  |

***\**Status Considerations*: Complete*** means that the task described is complete at the time of this update. ***Funded*** means that all funds necessary to complete the task have been secured prior to this update but the work has not been completed. ***Proposed*** indicates that the sponsor is proposing to complete the tasks as part of this proposed amendment. ***Future*** indicates unfunded activity to occur at a future date. Use notes to qualify these statements as necessary.

# Final Application (Complete only if invited to proceed through Portfolio Project Application Process)

If ESRP staff notify you that your new proposal is eligible for the streamlined Portfolio project application process, please update your earlier response to Pre-Proposal questions, as needed, and respond to the following new questions. Attach the completed form to your PRISM application.

1. **Proposed Scope of Work and Deliverables.** (Note that applicants asked to complete their portfolio application using their new PRISM project number will respond to this question directly in PRISM rather than here.)Provide a detailed description of each project task/element. With each task/element, identify who will be responsible for each, what the deliverables will be, and the schedule for completion.
2. **Proposed Budget Narrative**. (Note that applicants asked to complete their portfolio application using their new PRISM project number will respond to this question directly in PRISM rather than here.)Describe the proposed budget as it relates to new project deliverables or scope.
3. **Urgency.** Describe any compelling consequences for delaying funding.
4. **Ability to spend funds expediently.** Describe ability to complete proposed tasks and expend funds in an approximately 2-year time frame.
5. **Priority of Project.** Describe how the project type or location has been identified as a high local or regional priority.
6. **Confirm there is continued landowner support for the selected design alternative.** (If work occurs on land not owned by the project sponsor, attach documentation to PRISM that demonstrates continued landowner support.  Such documentation may include, but is not limited to, an updated signed [landowner acknowledgement form](https://rco.wa.gov/wp-content/uploads/2019/10/SAL-LandownerAckForm.docx)(s), signed [landowner agreement](https://rco.wa.gov/wp-content/uploads/2019/10/SAL-AppE-LandownerAgree.docx)(s), emailed or signed statement(s) of continued support, or description of completed public outreach to date.)
7. **Provide any other relevant information for ESRP management team consideration.**