

Project Proposals

Planning and Combination Projects

Planning Projects (Assessment, Design, and Study) and Combination Projects (Planning and Acquisition Projects), Excluding Barrier Inventories

Salmon Recovery Funding Board applicants must respond to the following items. Please respond to each question individually - do not summarize your answers collectively in essay format. Local citizen and technical advisory groups will use this information to evaluate your project. Contact your lead entity for additional information that may be required. Limit your response to eight pages.

Submit information via a PRISM attachment, which is available on the RCO Web site at www.rco.wa.gov/doc_pages/app_materials.shtml#salmon.

1. Project Overview

- A. Provide a brief summary of the project (Further elaboration of this summary information is requested in Questions 2 and 3). Be sure to include:
 - i. Location of the project in the watershed, including the name of the water bodies, upper and lower extent of the project (if only a portion of the watershed is targeted), and whether the project occurs in the near-shore, estuary, main stem, tributary, off channel, or other location.
 - ii. Overview of current project site conditions.
 - iii. Description of the proposed project and primary project objectives, such as how this project will contribute to understanding or restoring salmonids within the ecosystem.

When possible, list your sources of information by citing specific studies, reports, and other documents.

- B. Has any part of this project previously been reviewed or funded by the Salmon Recovery Funding Board? If yes, please provide the project name and SRFB project number (or year of application if a project number is not available). If the project was withdrawn for funding consideration or was not awarded SRFB funding, please describe how the current proposal differs from the original.

2. Salmon Recovery Context

A. Describe the fish resources present at the site and targeted by this project.

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

B. Describe the nature, source, and extent of the problem or gap in knowledge that the project will address. Include a detailed description of site conditions and other current and historic factors important to understanding the need for this project. Be specific - avoid general statements. For fish passage design/feasibility studies, concisely describe the passage problem (outfall, velocity, slope, etc); the current barrier (age, material, shape, and condition); whether it is a complete or partial barrier; and the amount and quality of habitat to be opened if the barrier is corrected. Projects that include acquisition should refer to the supplemental questions later in this worksheet for further guidance on information to include in their problem statement.)

C. Describe how this project fits within your regional recovery plan or local lead entity strategy to restore or protect salmonid habitat in the watershed (i.e., Does the assessment fill a data gap identified as a priority in the lead entity’s strategy or regional recovery plan? Does the project address a priority action, occur in a priority area, or target priority fish species?).

D. Describe the consequences of not conducting this project at this time. Consider the current level and imminence of risk to habitat in your discussion.

3. When possible, list your sources of information by citing specific studies, reports, and other documents.

4. Project Design

- A. Provide a detailed description of the project and how it will address the problem described in Section 2B. Clearly list and describe all products that will be produced (i.e., project deliverables). If a project design will be produced, what stage of project development is proposed (conceptual, preliminary, or final; refer to RCO Manual 18, Appendix D - Project Development Phases Defined.)
- B. If the project will occur in phases, explain individual sequencing steps and which steps are included in this application.
- C. If your proposal includes a fish passage or screening design or feasibility study:
 - i. Provide the Priority Index (PI) or Screening Priority Index (SPI) number and describe how it was generated (physical survey, reduced sample full survey, expanded threshold determination, or Washington Department of Fish and Wildlife generated [list source, such as a study or inventory]). Refer to the Department of Fish and Wildlife's Fish Passage Barrier and Screening Assessment and Prioritization Manual (<http://wdfw.wa.gov/hab/engineer/fishbarr.htm>) for guidance.
 - ii. For fish passage design projects, identify other fish passage barriers downstream or upstream of this project.
- D. If your proposal includes an assessment or inventory (NOTE: project may extend across a wide area and cover multiple properties):
 - i. Describe the assessment or inventory design and methodology.
 - ii. Describe any previous or ongoing assessment or inventory work in your project's geographic area.
 - iii. Describe how the assessment or inventory addresses the stages and elements in *Guidance on Watershed Assessment for Salmon* (Joint Natural Resources Cabinet, May 2001, www.digitalarchives.wa.gov/governorlocke/gsro/watershed/watershed.pdf).

5. Project Development

- A. Explain how the project's cost estimates were determined.
- B. Describe other approaches and design alternatives that were considered to achieve the project's objectives.
- C. Include a Partner Contribution Form (Appendix J), when required, from each partner outlining the partner's role and contribution to the project. State agencies are required to have a local partner that is independently eligible to be a project sponsor. A Partner Contribution Form is recommended, not required, from partners providing third-party match.

- D. List all landowner name. Include a signed Landowner Acknowledgement Form (Appendix K) from each landowner acknowledging that his or her property is proposed for SRFB funding consideration. If an assessment covers a large area and encompasses numerous properties, Landowner Acknowledgement Forms are not required. For sponsors proposing feasibility or assessment work on their own property, this form is not required. For multi-site acquisition projects involving a relatively large group of landowners, include, at a minimum, signed Landowner Acknowledgement Forms for all known priority parcels.
 - E. Describe your experience managing this type of project.
6. **Tasks and Schedule**

List and describe the major tasks and schedule you will use to complete the project. Non-capital projects should be completed within two years of funding approval.
 7. **Constraints and Uncertainties**

Each project should include an adaptive management approach that provides for contingency planning. State any constraints, uncertainties, possible problems, delays, or unanticipated expenses that may hinder completion of the project. Explain how you will address these issues as they arise and their likely impact on the project.
 8. **Detailed project cost estimate.** Please include a detailed project cost estimate and attach in PRISM. Clearly label the attachment “Cost Estimate” in PRISM. This will help the local review process and the state Review Panel better understand the project cost details.

Supplemental Questions

1. **Projects involving acquisitions (applies to combination projects) - Answer the following questions**
 - A. Information to include in item 2B: Describe the habitat types on site (forested riparian/floodplain, wetlands, tributary, main stem, off-channel, bluff-backed beach, barrier beach, open coastal inlet, estuarine delta, pocket estuary, uplands, etc.), their size in acres, quality, and existing land use. Describe any features that make the site unique.
 - B. Describe the type of acquisition proposed (e.g., fee title, conservation easement).
 - C. Describe the size of the property to be acquired. Attach a site map in PRISM showing the property boundary, habitat features, easements, roads, and buildings, as appropriate.

- D. Describe the property's proximity to publically owned or protected properties in the vicinity. Attach a map in PRISM that illustrates this relationship.
- E. If uplands are included on the property to be acquired, state their size and explain why they are essential for protecting salmonid habitat.
- F. State the percentage of the total project area that is intact and fully functioning habitat.
- G. Explain the degree to which habitat on site is impaired and the nature and extent of required restoration. If the property is in the channel migration zone, is that function intact (i.e., do existing levees, riprap, infrastructure, or other features on this or nearby properties inhibit channel migration)? Describe the likely prioritization, timeframe, and funding sources for proposed restoration activities.
- H. List existing structures (home, barn, outbuildings, fence) on the property and any proposed modifications. Note: In general, buildings on SRFB-assisted acquisitions must be removed. Refer to ineligible project elements earlier in this manual.
- I. Describe adjacent land uses (upstream, downstream, across stream, upland).
- J. Describe the proximity of the property to other protected or functioning habitats, and the size and quality of those protected properties.
- K. Describe why acquisition is needed. Explain why federal, state, and local regulations do not provide enough protection. State the zoning and Shoreline Master Plan designation.
- L. If buying the land, explain why the acquisition of conservation easements to extinguish certain development, timber, agricultural, mineral, or water rights will not achieve the goals and objectives of the project.
- M. For multi-site acquisition projects, identify all the possible parcels that will provide similar benefits and certainty of success and provide a clear description of how parcels will be prioritized and how priority parcels will be pursued for acquisition.
- N. Describe your approach to long-term stewardship of the land. Identify any planned use of the property, including the upland areas.