

**California Department of Conservation
Climate Smart Land Management Program:
Capacity Building and Technical Assistance**

GUIDELINES AND APPLICATION

March 30, 2023



California
**Department of
Conservation**

At A Glance

Program

The Climate Smart Land Management - Capacity and Technical Assistance Program seeks to increase the capacity of state partners to support the accomplishment of the goals of the State's Natural and Working Lands Climate Smart Strategy (NWLCCS) and Pathways to 30 x30: Accelerating Conservation of California's Nature (30x30).

Funding Source

This program is funded by the Budget Act of 2022 (AB 179, Ch. 249, Stat. 2022)

Critical Dates (proposed, subject to change)

Public Comment Period Closes—March 10, 2023

Solicitation Notice and Application released — March 30, 2023

Applications due— May 8, 2023

Applications for tribal grants due – June 8, 2023

Awards Announced—July 2023

Application Submission Email

Department of Conservation
Climate Smart Land Management Program
cslmp@conservation.ca.gov

Contact for Questions

Department of Conservation
Division of Land Resource Protection
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1. Section 1: Introduction and Program Summary

Background

California's natural and working lands are a critical yet undervalued sector in the State's effort to achieve carbon neutrality and build resilience to the impacts of climate change. Healthy landscapes can sequester and store carbon, limit future greenhouse gas emissions into the atmosphere, protect people and nature from the impacts of climate change, and build resilience to future impacts of climate change. Unhealthy landscapes have the opposite effect – they release more greenhouse gases than they store, worsen climate risks to people and nature, and are more vulnerable to future climate change impacts.

In October 2020, Governor Newsom outlined a comprehensive and results-oriented agenda to expand nature-based solutions across California through Executive Order N-82-20. It called for restoring nature and landscape health to deliver on our climate change goals and other critical priorities, including improving public health and safety, securing our food and water supplies, achieving greater equity across California, and set a goal of conserving at least 30% of the state's land and coastal waters by 2030. The Natural and Working Lands Climate Smart Strategy and Pathways to 30x30 strategy help to implement the Governor's Executive Order, and expand climate action in this sector, which has been called for in California's Climate Change Scoping Plan and California's 2021 Climate Adaptation Strategy.

This Climate Smart Land Management - Capacity and Technical Assistance Program seeks to increase the capacity of state partners to support implementation of the priority nature-based solutions called for in the NWLCSS and Pathways to 30x30. Links are included in Appendix B for ease of reference. State partners play an essential role in supporting the Department's grant programs and improving our partners capacity to support these efforts is imperative to delivering on California's climate change goals. The scope of this program is intentionally broad and flexible to welcome an expansive range of partners and ideas as to how to best support the growing networks of land manager stewards of California's exceptionally rich landscapes. The Department is developing this program in service to the commitment and perseverance of those dedicated to managing California's lands for future generations and as a thank you for your work and interest.

Vision

This program is part of a suite of complementary programs administered by the Department of Conservation (Department) that protects, restores, and enhances natural and working lands through capacity building, technical assistance, land-use and project planning, land conservation, and restoration and local government support. These programs include:

- Agricultural Land Mitigation Program
- California Farmland Conservancy Program
- Land Trust Capacity Program
- Local Government Support (Williamson Act, Resource Conservation Districts, Farmland Mapping and Monitoring)
- Multibenefit Land Repurposing Program
- Regional Forest and Fire Capacity Program
- Resource Conservation District Capacity
- Sustainable Agricultural Lands Conservation Program
- Watershed Coordinator Program
- Working Lands and Riparian Corridors Program

Program Authorization and Funding

This program is funded by the Budget Act of 2022 (AB 179, Ch. 249, Stat. 2022), which appropriated \$10 million to the Department for grants to implement projects or develop plans that increase climate action on California's natural and working lands and are consistent with the State's Natural and Working Lands Climate Smart and Pathways to 30x30 strategies. Grant Agreements for this program will end on 2/28/2027.

5%, or \$500,000, of total program funding will be allocated to support administrative costs for the Department.

10% program funding, or \$1 million, will be allocated to 1 regional partnership grant to support integrated opportunities for nature-based climate solutions implementation. This funding will be allocated through a forthcoming process separate from these guidelines.

\$8.5 million, will be awarded pursuant to these guidelines for block grants in an amount between \$500,000 to \$2,000,000. Block grant recipients may award subgrants to achieve the program goals. The Department reserves the right to reduce grant awards from what was applied for based on program need and resource availability

\$500,000 of the \$8.5 million, will be awarded to federally recognized and non-federally recognized California Native American tribes on the contact list maintained by the Native American Heritage Commission to plan for, develop, and implement projects pursuant to these guidelines. These grants may be used to increase the capacity of tribes to lead efforts to accomplish the goals of these guidelines. These grants may be eligible for either tribal specific or block grant funding. The Department reserves the right to increase grant awards above \$500,000 as funding allows. Depending on demand, the Department may extend application period(s) for tribal grants.

A minimum of 15% of combined grant awards from this solicitation should be used to serve severely disadvantaged communities. Per Public Resources Code Section 80002(n), a "severely disadvantaged community" means a community with a median household income of less than 60 percent of the statewide average. Where feasible, applicants should identify strategies to address the needs of severely disadvantaged communities and increase their participation in proposed efforts.

Goals

The overarching goal of the program is to build the capacity of local, tribal, regional, and statewide partners to increase the pace and scale of climate action on California's natural and working lands in a socially, ecologically, and geographically equitable manner.

To that end, block grant recipients will seek to achieve the following objectives:

- Strengthen capacity and increase technical ability of all land managers to implement climate smart landscape management
- Expand and increase diversity of statewide partners to accomplish NWLCSS and Pathways to 30x30 goals, including the implementation of priority nature-based solutions and cross-cutting priorities
- Increase the ability of tribes to lead natural and working lands programs that support tribal objectives and help achieve NWLCSS goals and Pathways to 30x30 goals, including the implementation of priority nature-based solutions and cross-cutting priorities

- Develop a pipeline of climate smart landscape management projects to meet local, state, federal, and tribal goals
- Complement existing capacity, technical assistance, and implementation programs at the local, state, federal and tribal government levels
- Take actions on landscapes that deliver multiple ecosystem services, are resilient and likely to persist under future climate conditions, and have high carbon storage capacity
- Provide flexible and efficient support to block grant recipients so that they can lead expeditious and adaptive programs

2. Section 2: Grant Applicant Eligibility

Eligible Applicants

Eligible statewide and local grant applicants are: (1) resource conservation districts, (2) the UC Cooperative Extension Service, (3) state conservancies, (4) land trusts, (5) regional park districts, (6) local governments, (7) community-based organizations, (8) nongovernmental organizations, and (9) tribal governments and/or tribal nonprofit organizations. Nonprofit organizations must hold a tax exemption as defined under Section 501(c)3 of the Internal Revenue Code.

Regional and Statewide Applicants

This grant program will accept proposals from applicants with either a regional or statewide scope of work. It is encouraged that block grant applicants coordinate where possible to reduce duplication. In the event where block grants are awarded to a statewide and regional block grant applicants with overlapping scopes of work, the department will work with awardees post-award to align their scopes of work to fill gaps and avoid duplication.

3. Section 3: Eligible Activities

Eligible Activities

Block grant applicants may request funding for one or more of the following activities in their proposed scope of work. Applicants must be able to demonstrate a clear connection between a proposed activity and how it will enable the accomplishment of one or more priority nature-based solutions included in the NWLCSS and Pathways to 30x30 strategy:

Building and Sustaining Capacity

Activities to build and sustain capacity should help block grant recipients and their partners manage increases in project development and implementation. Block grant recipients may develop mechanisms to support the critical capacity needs of their own organization as well as partner organizations to ensure their participation can be sustained and meaningfully assist in meeting program goals.

The Department will work with the block grant recipient and fiscal control entities to determine whether actual expenditures are reimbursable, but examples of Building and Sustaining Capacity activities that should be considered include:

- Investments in partner and local staff development
- Financial compensation for program staff time
- Acquiring or utilizing tools and resources to increase organizational or partner capacity for planning and implementation projects
- Developing new pilot projects and programs
- Organizational capacity activities such as access to financial services or legal review and similar due diligence, as applicable, associated with project development
- Participation and/or partnership with existing workforce programs (e.g., state or local Conservation Corps)
- Compensation for participation by non-paid members of organizations that bring specific expertise to a project
- Equipment purchases that will further NWLCSS and/or Pathways to 30x30 goals, including the implementation of priority nature-based solutions

Technical Assistance

Activities that provide targeted support to an organization, community, or practitioner, with a development need or resource gap. Technical assistance may be delivered in many ways, such as:

- One-on-one consultation or training
- Small group facilitation
- Technical resources and analysis
- Web-based clearinghouse

NWLCSS or Pathways to 30x30 Strategic Planning

The development of planning documents to implement priority nature-based solutions included in the NWLCSS and/or Pathways to 30x30

Desired outcomes from the planning document(s)' development and implementation include:

- Identification and prioritization of nature-based solutions and cross-cutting priorities listed in the NWLCSS or Pathways to 30x30 that can be implemented locally
- A quantifiable estimate of project benefits that further California's commitment to increasing climate action on our natural and working lands, such as improving soil health practices for carbon storage, greenhouse gas emission reduction from soils, soil water retention, water quality and availability, crop production, wildfire resiliency, and protecting ecosystems and biodiversity at risk from climate impacts.
- Attainment of strong local support for the NWLCSS or Pathways to 30x30 and identified projects through broad inclusion of stakeholders and partners
- Development and management of a broad collaborative structure and effective networks of partners and stakeholders
- Coordination of climate smart land management efforts across land ownerships
- Resource and habitat connectivity
- Identification of habitat restoration opportunities that are located adjacent to land with high habitat value and provide climate refugia
- Economic development planning to support local land-based economies through climate action implementation
- Durable, long-term benefits that meet the program goals
- Benefits to socially disadvantaged farmers and ranchers and disadvantaged communities
- Tribes' ownership, co-ownership, co-management of, and access to the land
- Support for local jobs, local communities, small businesses, and local economies
- Protection of public health, such as improved air or water quality, through the implementation of projects

Each Plan should be developed in coordination with broad stakeholders and community interests such as: local/state/federal agencies, farmers and ranchers, local disadvantaged communities, tribes, non-governmental organizations, and environmental justice organizations. Plan development should consider the best available climate data, using [Cal-Adapt](#) or other

appropriate tools, for their area and other applicable and available resources to ensure that their Plan is consistent with the best available state, regional, and local data.

Project Development and Permitting

Activities that support preliminary project development and permitting activities for implementing priority nature-based solutions (included in the NWLCSS or Pathways to 30x30) and have broad support. Project Development and Permitting work funded by this program should result in projects that are ready for implementation. Block grant recipients should be able to articulate how funded projects should individually and collectively help implement priority nature-based solutions and cross-cutting priorities included in the NWLCSS or Pathways to 30x30.

Project development and permitting activities may include:

- Complete project design and permitting
- Complete CEQA and/or NEPA work
- Establish non-state partnerships, support, and funding, as well as broad partnerships with local stakeholders
- Complete memorandums of understanding with project partners to implement projects
- Development of a pipeline of multiple years of implementation-ready projects that meet NWLCSS or 30x30 goals and the requirements of implementation funders.

Demonstration Projects

- Demonstration project(s) that:
 - Implement new, innovative, and/or underutilized techniques, technology, or approaches for implementing nature-based climate solutions, which could be scaled up and/or replicated
 - Measurably achieve multiple benefits
 - Incorporate participation from multiple partners and funding sources
 - Support workforce development opportunities when feasible
 - Integrate benefits to the most climate vulnerable communities when feasible

4. Section 4: Eligible Costs and Funding

Eligible Costs

Only eligible costs incurred during the grant agreement term will be reimbursed. All costs must be reasonable and supported by appropriate documentation. A reasonable cost, in its nature and amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining reasonableness of a given cost, consideration must be given to:

- Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the entity or the proper and efficient performance of the project
- The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; federal, state, local, tribal, and other laws and regulations; and terms and conditions of the project
- Market prices for comparable goods or services for the geographic area
- Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to its employees, the public at large, and the state
- Whether the cost significantly deviates from the acquiring entity's established practices and policies regarding the incurrence of costs

The following are eligible costs:

Direct Costs

Grant funding may be used for the following direct costs incurred to meet the program deliverables:

- Block grant recipient, subgrantee, and their contractors' staff costs, including salary at the fully burdened rate. Administrative costs should not be included in the staff rate or salary. Administrative costs should be budgeted separately and must comply with the requirements outlined below.
- Payments to tribes or members of tribes for expertise provided in the development of plans; the development, permitting, and implementation of projects, and in the development and implementation of educational, training, and monitoring activities.
- Costs incurred by grant recipients to engage with landowners, stakeholders, local government, and partners in activities directly related to the proposed project.
- Performing outreach to and engage diverse populations, particularly members of severely disadvantaged communities, socially disadvantaged farmers and ranchers, and tribal communities, to increase awareness within and incorporate feedback from those communities about specific programs and opportunities.

Travel Costs

In-state travel necessary to complete project work:

- Accommodation-related travel costs: maximum reimbursement rates based on county as shown here: <http://www.calhr.ca.gov/employees/Pages/travel-lodging-reimbursement.aspx>, with no option for approval of an “excess lodging rate.”
- Rental car costs or personal vehicle mileage for travel directly related to the grant will be reimbursed at the relevant rental car or Reimbursement Rate Per Mile for Personal Vehicle as shown here: <http://www.calhr.ca.gov/employees/Pages/travel-personal-vehicle.aspx>.
- Rental car, personal vehicle, ride share, train, or airfare costs will only be reimbursed for travel directly related to execution of the work plan, and then only if it is the typical method used to get from one location to the other. Grant recipients should choose the least expensive mode of transportation feasible given their travel needs.
- No other travel-related costs will be reimbursed through this grant program.

Administrative costs

Administrative costs may account for no more than twenty percent (20%) of the total block grant award. This limit may be exceeded if the block grant recipient has a federally approved administrative cost rate that is greater than 20%. Proof of the federally approved administrative cost rate must be submitted with the application. Administrative costs may include those costs incurred by the block grant recipient to administer the grant, or administrative costs by subgrantees necessary to fulfill the deliverables outlined in these guidelines. Administrative costs include:

- Office space
- Supplies and equipment
- Legal or management oversight
- Prorated general liability, Workers' Compensation (may be included in payroll), and automotive insurance

Project development costs and permitting fees

Block grant funding may be used for project development costs, including:

- Preparing project plans, specifications, and cost estimates that will result in a specific project
- Acquiring permits for specific, future on-the-ground projects
- Analysis required to support and complete CEQA and or NEPA documentation for specific projects
- Performing necessary cultural resources, biological, botanical, aquatic, soil, hydrologic, wildlife, timber, or other studies/surveys and/or developing necessary project designs related to a specific site or physical project

Funding and Accounting

Payment of Grant Funds

- Payment will be made on a reimbursement basis.
- The Department may distribute up to 20% of the original grant amount to a block grantee in advance at a time per Department protocols.
- Except for permitted advance payments, payments will be made in arrears.
- Grantees shall invoice quarterly, unless otherwise agreed upon by the Department, and in accordance with the terms and conditions of the grant agreement.
- Funds cannot be disbursed until there is a fully executed grant agreement between the Department and the grantee.
- Only those eligible costs incurred as outlined in these Guidelines and in accordance with the grant agreement will be eligible for reimbursement.

Accounting of Grant Funds

It is essential that complete and accurate records be maintained by grantees. Block grant recipients must maintain an accounting and record keeping system that reflects sound fiscal controls and safeguards. The accounting information must be sufficient so that the total cost of each aspect of the project can be readily determined and records are readily available upon demand. Block grant recipients must retain all grant transaction records for a period of four years after final payment.

Any advanced funds must be kept separate in accounting records from block grantee's other funds. Interest earnings shall be allocated to the block grant's advanced funds for use on the project or returned to the Department. Advanced funds that are unused shall be returned to the Department promptly upon completion of the project or termination of the grant agreement, whichever occurs first.

5. Section 5: Grant Implementation

Grant Agreements

Selected block grant recipients will be required to enter into a grant agreement with the Department. Grant recipients will work with an assigned grant manager to develop their grant agreement. Grant agreements will not be executed until authorized by the Department and will be effective upon execution by the Department's authorized signatory. The Department may require modifications to the project in the grant agreement. All contents of the grant recipient's application will be included in the grant agreement.

Responsibility of the Block Grant Recipient (grant recipient)

The grant recipient will be responsible for carrying out the project and for managing finances, including invoicing; payments to subgrantees, contractors, subcontractors, and

suppliers; accounting and financial auditing; and other project management duties such as monitoring and reporting requirements.

Grant recipients shall:

- Distribute necessary funds through subgrants and/or contracts to create Plans, develop and permit, implement, and monitor projects consistent with these guidelines
- Ensure execution of all project deliverables and requirements outlined in these guidelines within the grant term
- Coordinate and integrate management of climate action efforts

Distribution of Grant Funds to Third Parties

As the fiscal administrators of grants received from the Climate Smart Land Management - Capacity Building and Technical Assistance Program, block grant recipients may award subgrants of funding or enter into contracts to fulfill the scope of work of their grant. Subgrantees or subcontractors may be selected to engage in completion of all the deliverables or for discrete tasks.

Eligible subgrantees include federal, state, and local government agencies; federally and non-federally recognized California Native American tribes; resource conservation districts; special districts; universities, colleges, and research institutions; and California 501(c)3 non-profit organizations.

Contracts may be entered in to with qualified entities in accordance with grant recipients' internal contracting policies and procedures.

Grant recipients may also provide incentive payments directly to landowners for implementation of climate action projects that create a public benefit for at least ten years. To distribute funds to landowners, grant recipients must establish guidelines for funding projects based on the conservation outcomes achieved and delivered, and the duration of the outcomes provided. Grant recipients must verify that the defined conservation outcomes of the project have been achieved and delivered for the duration identified to distribute incentive payments and must report this information to the Department quarterly.

Program Participation

Grant recipients must participate in all the following activities:

- An orientation
- Monthly check-in meetings with the Department
- Quarterly progress report meetings with the Department

Environmental Compliance

Activities funded under the Climate Smart Land Management Program: Capacity Building and Technical Assistance Program must comply with applicable state and federal laws and

regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and other environmental permitting requirements. Block grant recipients are responsible for project compliance and grant agreement budgets that may include the funding necessary for compliance-related tasks.

Application Materials and Submission

The application template is provided in Appendix A and is available on the Department's website <https://www.conservation.ca.gov/dlrp>. Applicants should familiarize themselves with the Guidelines and this solicitation notice prior to completing the application.

Applicants should submit all required application materials via email to csimp@conservation.ca.gov. Applications must be received digitally by 11:59 p.m. on May 8, 2023, or June 8, 2023, for tribal applicants. Incomplete applications and applications not received by the deadline may not be considered at the sole discretion of the Department. Each applicant will receive an acknowledgement upon the Department's receipt of their application.

Due to the nature of these projects, consultation with the California Conservation Corps is not necessary and priority will not be awarded for such consultation.

The schedule for this solicitation is provided in the "At-A-Glance" section of this solicitation. The schedule is subject to change.

Details, documents, and any other materials related to this program, such as applications, grant agreements, reports, expenditures, photos, etc., are public records that may be publicly released in accordance with the California Public Records Act (Cal. Gov. Code §§ 6250 et seq.).

Eligibility Criteria

Below are the Eligibility Criteria upon which each proposal will be evaluated. Applications must receive a 'yes' on all eligibility criteria to be considered for funding under this solicitation.

Eligibility Criteria

Applicant is an eligible applicant. Y/N

The proposal presents an eligible activity type. Y/N

Application is complete and was received by the deadline. Y/N

Selection Criteria

After confirming that the application is eligible, application reviewers will evaluate each project using the Selection Criteria outlined below.

Selection Criteria	Points
Applicability to Program Objectives and Project Outcomes. The extent to which the proposal aligns with the goals stated in the program Guidelines and this solicitation. In evaluating these criteria, the Department may consider whether the proposal includes a clear description of the project's primary objectives and evidence that the proposal is based on the best available information relevant to the prop	/25

<p>Project Need. The extent to which the requested funding will build applicant capacity to initiate and conduct activities that implement priority nature-based solutions and cross-cutting priorities included in the NWLCSS and/or Pathways to 30x30. In considering the applicant's need, the Department may consider whether the proposal includes sufficient rationale to justify the project need.</p>	/25
<p>Partnership and Collaboration. The extent to which the applicant demonstrates regional partnerships and collaborations to support the grant and has a plan to expand these partnerships and collaborations to execute the grant. Partnerships are demonstrated through letters of support outlining the financial and in-kind commitments of partner organizations to the work conducted under the grant. Collaboration is evidenced by demonstrating meaningful incorporation of diverse interests into the block grant recipient's work through letters of support, signed agreements, board resolutions, or other signed documents.</p>	/10
<p>Disadvantaged Community Benefits. The extent to which the proposal serves or benefits severely disadvantaged communities and disadvantaged communities, including by providing workforce education and training, contractor, and job opportunities for disadvantaged communities.</p>	/10
<p>Durability of Investment. The extent to which the benefits identified in the proposal are expected to last beyond the completion of the project. In considering the durability of benefits associated with a proposal, the Department may evaluate the length of time the benefits are likely to last, as well as the type and extent of measures included in the application to ensure the durability of those benefits.</p>	/10
<p>Schedule and Deliverables. The extent to which the proposed schedule aligns with the proposal's objectives; demonstrates the sequence and timing of project tasks, milestones, and deliverables; and is sufficiently detailed and reasonable.</p>	/10
<p>Budget. The extent to which the proposed budget is appropriate for the work proposed, is cost effective, and is sufficiently detailed to describe project costs.</p>	/5
<p>Monitoring and Reporting. The extent to which the application demonstrates a clear and reasonable approach for monitoring, assessing, and reporting project milestones.</p>	/5
<p>Total proposal points/Total possible points</p>	/100

Grant Awards and Execution

Grants will be awarded in accordance with the process set forth in the Guidelines. All grants will be subject to the terms outlined in the Guidelines.

6. Appendix A: Application

This is the application for Climate Smart Land Management – Capacity Building and Technical Assistance Grants. The grant application is composed of a Cover Sheet, Executive Summary, Application Question Responses, Work Plan, Budget, Project Area Map, and Resolution from Governing Body, and a Payee Data Record.

Application instructions

- Each application must contain all materials listed in the checklist below.
- Materials should be presented in the order indicated on the checklist.
- Please complete all materials using an easy-to-read font, 11 point or larger.
- In the header or footer of each page of the application, applicants must include: (1) name of applicant and (2) sequential page numbers.
- Materials not specifically requested (e.g., press clippings or brochures) will not be considered during the evaluation.
- Applications are due by May 8th at 11:59pm. Please submit all application materials to cslmp@conservation.ca.gov. You will receive an email confirming application receipt.

Checklist, please insert an x next to each item included and return this checklist with application.

Cover Sheet:

Executive Summary:

Application Questions:

Work Plan:

Budget:

Map (s):

Authorizing Resolution from Governing Body:

Payee Data Record (STD 204):

Collaboration and Support Letters:

7. Cover Sheet

Project Information

Project Title

Proposed Project Type(s)

Grant Request Amount

\$

Match Amount

\$

Matching Funds Source

[i.e., NRCS, WCB, etc.]

Total Estimated Project Cost

\$

Applicant Information

Applicant Name

Department/Office

Federal Employer ID Number

Mailing Address

Contact Person

Title

Phone Number

Email Address

Grant Type (check one)

Block Grant

Tribal

8. Executive Summary

This section (**2-page** maximum) will provide a brief overview of:

- The project types being proposed.
- How funding for the proposed project types will build capacity or provide technical assistance.
- If applicable, any participating collaborators or partners and what role they will play.
- Any critical deadlines.

9. Application Questions

The questions below are designed to solicit specific facts about the proposal. Please respond to all questions in the order listed and clearly label each question and answer. Points will be attributed to each section and not to individual questions. If a question does not apply to your proposed work, indicate that it is not applicable (“N/A”).

- A. Describe the proposed project. Which project type(s) are proposed? How will the proposal build capacity to implement one or more priority-nature based solutions or cross-cutting priorities in the NWL Climate Smart Strategy or Pathways to 30 x 30 strategy? How does the proposal relate to the program goals identified above. Describe how the project supports the Natural and Working Lands Climate Smart Strategy and/or the Pathways to 30 x 30 strategy.
- B. Describe how the proposed project contributes to climate change adaptation and resilience within the applicant's jurisdiction. If greenhouse gas emissions are likely to be reduced, sequestered, or avoided by the project, how will such reductions, sequestration, or avoidances be quantified?
- C. How will the project's outcomes be implemented and made durable? Over what period will outcomes remain effective?
- D. Explain how the project will serve severely disadvantaged communities or socially disadvantaged communities (e.g., through provision of workforce education and training, contractor, and job opportunities for residents of disadvantaged communities). Describe the community or communities served and provide documentation supporting how the project serves that community or communities. Documentation supporting how the project serves the community may include letters or emails of support from local community-based organizations and/or residents supporting the proposed project, public comments from meetings attended by local residents and/or community groups supporting the proposed project, or other documentation that demonstrates the proposed project addresses a community need.

- E. Identify any stakeholders or partners expected to participate in the project. How will these stakeholders or collaborators be engaged? What is their expected involvement in the project?

10. Work Plan

Applicants must provide a detailed work plan that specifies the tasks, subtasks, and performance measures that will be performed during the grant term. A separate work plan should be provided for each project type proposed within this application.

The work plan will also include a schedule of target completion dates, cost estimates, and a list of deliverables to be provided as proof of project completion. The schedule should be of sufficient detail to allow assessment of the progress through the work plan at regular intervals. Cost estimates should be consistent with the budget. If awarded funding, this work plan will be incorporated into the Grant Agreement.

TASK 1	Timeline [Start and End Date]	Deliverables	Total Requested Grant Funds
Subtask A: Subtask B: Subtask ...:			\$
TASK 2			
Subtask A: Subtask B: Subtask ...:			\$
TASK 3			
Subtask A: Subtask B: Subtask ...:			\$
TASK ...			
Subtask A: Subtask B: Subtask ...:			\$
GRAND TOTAL			

11. Budget

Applicants must provide a budget broken down by cost type. Cost estimates should be consistent with the work plan. All costs must be eligible. If awarded funding, this Budget will be incorporated into the Grant Agreement.

DIRECT COSTS	Hourly Rate/ Unit Cost	Number of hours/units	Program Request	Match Funding	Total Funding
<i>Personnel (including staff, contractors, and consultants)</i>					
<i>Travel</i>					
<i>Education/Training (maximum of 2% of grant)</i>					
		Subtotal	\$	\$	\$
INDIRECT COSTS (maximum of 20% of grant*)					
		TOTAL	\$	\$	\$

*Indirect costs allowable up to 20% of grant or federally negotiated in direct cost rate.

12. Map(s)

A map or maps of the project area must be included in the application. Depending on the project type(s) selected, a map may encompass a single property, group of properties, or the applicant's jurisdiction. Additional maps that further describe or otherwise support the proposal may be included. All maps must be of sufficient resolution to be legible if printed on an 8 ½" x 11" sheet of paper.

The applicant may submit geographic information system (GIS) data along with any maps.

13. Authorizing Resolution from Governing Body

Applicants must submit a signed Resolution of Support adopted by the entity's governing body that evidence authority to submit the application and, if awarded funding, to enter into and perform under the terms of the Grant Agreement

14. Payee Data Record

Applicants must complete the payee data record (fillable PDF format) with all appropriate tax information.

Form can be found at:

<https://www.dgsapps.dgs.ca.gov/osp/StatewideFormsWeb/Forms.aspx> . Enter STD 204 into the Form # field and select "contains" for the current version.

15. Collaboration and Support Letters

For proposals that include matching, provide letters from supporting entities. For proposals that include support from the region/community include available collaboration support letters. Collaboration letters should include:

- An explanation of the entity's relationship with the applicant.
- A description of the entity's jurisdiction as it relates to the applicant's jurisdiction.
- A description of any intended contributions (e.g. financial contributions, donated staff time or resources) to support the project.
- A description of the entity's role in the collaboration or planning process.

Letters of support should be addressed to "Department of Conservation."

16. Appendix B: Resources

[Natural and Working Lands Climate Smart Strategy](#)

[Pathways to 30 x 30: Accelerating Conservation of California's Nature](#)