This is the application for Riparian Corridor Planning and Implementation Grants.

Prior to November 4, 2022, interested applicants are encouraged to contact staff with questions pertaining to the application and to provide technical assistance.

## Application Instructions

* Each application must contain all of the materials listed in the checklist below
* Materials should be presented in the order indicated on the checklist
* 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

## Application Checklist

1. Cover Sheet
2. Project Narrative
3. Applicant Eligibility
4. Application Questions
5. Work Plan
6. Budget
7. Project Maps
8. Photographs
9. Authorizing Resolution from Governing Body
10. Payee Data Record (STD 204)
11. Collaboration and Support Letters
12. Site Access Documentation
13. CEQA Documentation

The following elements are required for Implementation Projects and optional if available for planning projects:

1. Design Plans
2. Monitoring and Reporting Plan
3. Management Plan
4. Permits
5. California Conservation Corps Consultation Verification

## Cover Sheet

**General Information**

*Applicant Information*

Applicant Name:

Federal Employer ID Number:

Mailing Address:

Contact Person:

Title:

Phone Number:

Email Address:

*Co-Applicant Information*

Applicant Name:

Federal Employer ID Number:

Mailing Address:

Contact Person:

Title:

Phone Number:

Email Address:

## Project Category

Planning

Implementation

## Project Information

Project Title:

Property Location (County and Nearest City):

Landowner Name(s):

Project APN:

5-year agricultural history:

Severely Disadvantaged Community Yes  No

*For Planning Projects Only*

Number of project sites proposed:

Adjacent River/Stream Name:

Site Access Agreement:

*Implementation Only*

Restoration Types:

Proposed Restoration Acreage:

Adjacent River/Stream Name:

Site Access Agreement:

**Funding Information**

Grant Request Amount:

Match Amount:

Total Estimated Project Cost:

## Project Narrative (2-page maximum)

This section will provide a brief overview of:

* The project being proposed including the property’s existing condition, agricultural use, riparian habitat and how the project will restore or enhance the project site
* Describe the project objectives such as enhanced habitat or ecosystem function, improved species use, reduced erosion, floodplain connectivity, etc.) and methods to be utilized to achieve those objectives.
* How the project will be made durable

## Applicant Eligibility

To demonstrate eligibility, lead applicants must provide all the following to demonstrate compliance with Public Resources Code section 9084:

* + - Documentation showing that entity is a resource conservation district organized under Division 9 of the California Public Resources Code.
    - Copy of the applicant’s current annual plan compliant with Public Resources Code section 9413.
    - Copy of the applicant’s current long-range work plan that reflects input from local agencies and organizations regarding land use and resource conservation goals compliant with Public Resources Code section 9413.
    - Copies of meeting notices and minutes from six most recent meetings, including special meetings. Applicants with a website may provide the link to their website if that website contains the same information. All meetings must comply with open meeting requirements of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code and the requirements of Division 9 of the Public Resources Code.
    - Documentation of required match funding.

Applicants may receive an eligibility determination prior to applying by submitting the Department the required information. If the applicant is determined to be eligible no further information is required with the application.

## Application Questions (10-page maximum)

The questions below are designed to solicit facts about the proposal. 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”).

Probability of Success

1. What is causing habitat degradation at the site and how will the project address those causes?

For implementation projects provide the design plans in accordance with appendix A.

1. Does the site contain the appropriate hydrology, soils, geography, etc. to support the proposed project? Explain.
2. Was the area historically occupied by habitat comparable to that proposed?
3. Does the project utilize methods and technologies that are understood and well proven? What adaptive management is proposed? For implementation projects, provide a management plan in accordance with Appendix C.
4. What monitoring is planned to assess the effectiveness of the proposed project? For implementation projects, provide a monitoring and reporting plan in accordance with Appendix B. For planning projects, how will the planning activities influence the development of monitoring the proposed project?
5. What permits are necessary to complete the project? What is the timeline for obtaining the necessary permits?

Project Significance

1. Describe adjacent land uses. Describe how the adjacent land uses could affect or be affected by the project.
2. Will the project provide or help establish a habitat corridor, connecting two neighboring habitat areas? Are those areas protected or of high quality?
3. What species will benefit from the project, including any threatened or endangered species?
4. How will the proposed project provide climate change adaptation and resiliency benefits? How will those benefits be assessed and monitored over time?
5. Describe the public benefit(s) provided by the proposal. How do these benefits address critical statewide needs and priorities?
6. How does the proposal meet the program objectives and goals identified in the Working Lands and Riparian Corridors Program Guidelines and the Riparian Corridor Restoration and Conservation solicitation? The goals are to restore or enhance natural resources on agricultural lands, including grazing lands, and improve climate adaptation and resilience by improving soil health, carbon sequestration, and habitat. How will the proposed design deliver the benefits claimed?
7. Describe how the proposed project will provide for the (1) efficient use and conservation of water supplies, (2) use of recycled water, (3) capture of stormwater to reduce runoff, reduce water pollution, or recharge groundwater supplies, and/or (4) provision of safe and reliable drinking water supplies to park and open-space visitors. (Implementation specific question)
8. Describe the project team’s qualifications and experience implementing similar projects. Describe any internal resources and capacity available to complete the proposed work, including any professional staff, subcontractors, licensed professionals, or registered professionals qualified to develop and successfully implement the proposed project. If a licensed professional such as a licensed engineer or geologist is required to design/plan a component of your project, include these individuals in the project team discussion or provide justification for why their services are not necessary.
9. Explain how the project will serve severely disadvantaged communities (e.g., through provision of workforce education and training, contractor, and job opportunities for residents of disadvantaged communities). Describe the community served, and provide documentation supporting how the project serves or will serve that community. 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.
10. Describe the existing support for the project, including from any co-applicants, stakeholders, partners, and neighboring landowners. How will these stakeholders or collaborators be engaged in the project? What is their expected involvement?

## Work Plan

Applicants must provide a detailed work plan that specifies the tasks and subtasks that will be performed during the grant term.

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** | **$** |

## Budget

Applicants must provide a budget broken down by cost type and by task. 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. Refer to the [Department’s website](https://www.conservation.ca.gov/dlrp/grant-programs/SALCP) for an excel version of this spreadsheet.

## Project Map(s)

The following maps must be included in the application:

* A location map that identifies the project relative to nearby cities and/or landmarks
* A site map that identifies the project location, extent, and areas of impact relative to property boundaries and relevant landscape features (e.g., stream corridors)
* A parcel map that depicts the APNs of the parcels impacted by the project.
* 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.

## Photos

Applicants must provide photos of the proposed project site sufficient to convey the before condition of the site in the application.

## Environmental Review (CEQA)

The proposed project…. (select the appropriate answer):

Is not a project under CEQA. Briefly specify why.

Is exempt under CEQA. Provide the CEQA exemption number and specify how the project meets the terms of the exemption.

Requires Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report. Specify the lead CEQA agency (the agency certifying the document) and the expected completion date.

Provide the documentation prepared in accordance with appendix D.

## California Conservation Corps Consultation Verification (Implementation only)

Applicants must consult with the California Conservation Corps or a certified local conservation corps following the process outlined in the [Corps Consultation Process document](https://ccc.ca.gov/wp-content/uploads/2019/08/Prop-68-Corps-Consultation-Process-and-Form-Rev.-04152019.pdf) to determine the feasibility of using their services to execute the proposed project prior to submitting an application. Applicants must provide a completed Corps Consultation Review Document for the project in their application. Where the Corps determines their participation is feasible, applicants must describe the project components that would involve the Corps, identify these components in their work plan, and provide estimated costs for those components within the project budget.

## Authorizing Resolution from Governing Body

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

The resolution must:

* Authorize the submittal of the grant application for a Working Lands and Riparian Corridors Program riparian corridor restoration grant.
* Certify that the Applicant understands the assurances and certification in the application.
* Authorize entrance into a grant agreement with the Department for the project and accept the template terms and conditions, if the project is awarded funding.
* Authorize a designated individual to, as agent, accept the award of grant funding and to execute tasks, such as signing documents, related to the application, grant agreement, payment requests, if the project is awarded funding.

## 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.

## Collaboration and Support Letters

For projects that include multiple project partners, include letters of support from those partners. 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 project.
  + 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 may be addressed to “Department of Conservation.”

## Signage Plan (Implementation only)

Include a draft of the sign proposed for placement on the project site, should the project be funded. The draft sign must comply with the signage requirements outlined in the Working Lands and Riparian Corridors Program Guidelines.