



2009-2010 WRP Community Wetland Restoration Grant Program

PROGRAM INFORMATION AND APPLICATION GUIDELINES

INTRODUCTION

The Southern California Wetlands Recovery Project (WRP) is a partnership of 19 state and federal agencies working in conjunction with local government, businesses, and the environmental community to implement a regional wetlands recovery strategy for coastal Southern California (stretching from Point Conception to the border with Mexico). The WRP is headed by a Governing Board comprised of top officers from each of the state and federal member agencies. The Wetlands Managers Group, which is comprised of staff representatives from the state and federal partners, is the body with primary responsibility for large project evaluation and selection to the WRP Work Plan. The WRP also has a Science Advisory Panel and a Public Advisory Committee to help guide its efforts. A Task Force has been created in each of the five Southern California coastal counties to help coordinate efforts within each county. The Task Forces meet on a regular basis, typically monthly. The California Coastal Conservancy serves as staff to the Wetlands Recovery Project.

The long-term vision of the WRP is to reestablish a mosaic of functioning wetland and riparian systems that supports a diversity of fish and wildlife species. The *WRP Regional Strategy* defines six overarching goals to guide the efforts of the Wetlands Recovery Project towards achieving this vision. The regional goals provide a framework for setting policies and priorities for wetlands' acquisition and restoration projects. The *Five Year Implementation Plan* is a mid-range planning document that identifies specific actions for achieving the regional goals. The County Objectives in the Regional Strategy are currently being revised. Both the Regional Strategy and Implementation Plan are available for review on the WRP website: www.scwrp.org, under "About Us", then "Regional Strategy".

The WRP Community Wetland Restoration Grants Program provides funding for community-based restoration projects in coastal wetlands and watersheds in the region. The purpose of the program is to further the goals of the WRP Regional Strategy; build local capacity to plan and implement wetland restoration projects; promote community involvement in wetlands restoration activities; and foster education about wetlands ecosystems. Environment Now, a non-profit group located in Santa Monica (<http://environmentnow.org>), administers the Program. Projects funded in past cycles of the Program can be found on the WRP website: www.scwrp.org, under "Projects and Planning", then "Community Wetland Restoration Grants Program". Moreover, documentation, including proposals, progress reports, and photographs, from three highlighted Community Wetland Restoration Grants Program projects can be found on the Community Wetland Restoration Grants page within the WRP website. It may be helpful to an applicant to review these materials prior to preparing their proposal.

The 2009-2010 WRP Community Wetland Restoration Grants Program is generously funded by Earth Island Institute (<http://www.earthisland.org>). Earth Island Institute (EII), founded in 1982 by veteran environmentalist David Brower, fosters the efforts of creative individuals by providing organizational support in developing projects for the conservation, preservation, and restoration of the global environment.

PROGRAM DETAILS

Eligible Applicants: Eligible applicants include 501c(3) nonprofit organizations, local government agencies, and University departments. Proposals from local government agencies and Universities that partner with local nonprofit organizations on the proposed project will be looked upon more favorably than those that don't.

Eligible Projects: To be eligible for funding, projects must meet the following general criteria:

1. **Restoration or preservation of a coastal wetland (estuarine or vernal pool) or coastal stream corridor** – Projects must have as a primary goal the restoration or preservation of a coastal wetland or coastal stream corridor in southern California (from Point Conception to the Mexican border region, including watersheds in Mexico that drain to the Tijuana River). Preservation projects could include implementation of best management practices on both public and private lands. Planning projects are eligible, but restoration projects will be given a higher priority in the selection process.
2. **Community Involvement/Education Element** – Projects must have community involvement and an education component. Through the projects it funds, the CWRGP is attempting to make significant impacts both to the region's wetland resources and the region's communities, with projects that engage and educate the community through the community's hands-on participation in restoration, resulting in measurable on-the-ground restoration results. This education linked to a restoration experience builds a community's capacity for future restoration projects as well as providing numerous positive feedbacks to the community, such as creating a sense of place, fostering stewardship, and improving environmental awareness. The CWRGP is particularly interested in engaging a diverse array of community members in the participating projects.

Community Wetland Restoration Grants Program Funding Total: \$200,000* for fiscal year 2009-2010

Individual Grant Size: Grant awards will range from \$1,000 to \$30,000.

Project Selection: A selection committee that includes the Community Wetland Restoration Grants Program Manager, one member from each of the WRP county task forces, California Coastal Conservancy staff members, and one member of Earth Island Institute staff will review the Community Wetland Restoration Grants Program applications and select the projects to be added to the Program. See "Grant Process" below for additional details.

Selection Criteria: Applications will be evaluated based on the WRP's overarching Project Evaluation Criteria (go to: <http://www.scwrp.org/>, click on 'Project Evaluation Criteria'), plus the following considerations specific to the Community Wetland Restoration Grants Program:

1. Degree to which the project will restore wetland habitat and help build the capacity of local agencies or target organizations to plan and implement wetlands restoration projects.

* This number may be increased depending on response and budgetary considerations.

2. Extent to which the project will promote hands-on community involvement in a wetland restoration project, particularly involvement beyond the traditional environmental constituency existing within the community.
3. Extent to which project will foster education about wetland ecosystems.
4. Extent to which the project contributes matching funds or services. There is no required match for the Community Wetland Restoration Grants Program; however, matching funds and services can help demonstrate broader community interest and support for the project.

Notification: Notification of the grant award or denial will be made not later than the end of June 2009 (most likely earlier).

Other Considerations:

1. Proposals should represent projects that are ready to implement. Note that the Community Wetland Restoration Grants Program is designed for relatively low-dollar projects or components of projects that can be implemented quickly and effectively to achieve on-the-ground restoration while building a community's capacity for future, potentially larger projects and expanding education and outreach efforts on wetlands restoration. A project should have clearly defined goals/deliverables that can be achieved on the order of a year, rather than a project that is encumbered by the increased logistics (i.e. management, permitting, planning) of a larger project.
2. Do not submit a vague proposal that merely states goals without a specific strategy or planned actions and a timeline to achieve those goals. Be specific.
3. A group may submit more than one project; WRP will fund only one project from a group, however, so it is recommended the group picks their highest priority and dedicates resources to making that project a successful proposal.
4. Follow-on funding (funding over two consecutive grant cycles) to a project is possible but not likely since this would no longer constitute a small grant. This is only considered in unique extenuating circumstances.
5. General funding to an ongoing program will not be granted; rather, startup costs (capital costs) or a specific restoration project within a multiyear program may be considered.
6. Funding to an ongoing monitoring project will not be granted; rather startup costs (capital costs) for a monitoring project or monitoring tied to a specific restoration project may be considered.
7. Regular participation in the WRP County Task Force Meetings is highly desirable for groups wishing to submit project proposals.
8. If the applicant is not the primary landowner, please obtain landowner permission and fill out the Provisional Landowner Access Agreement at the back of this application, acquiring the necessary signature.
9. Project proponents proposing restoration work in upland areas must demonstrate in their proposal a clear connection and benefit to the adjacent wetland habitat.

APPLICATION PROCEDURES

Application must be postmarked by **April 24, 2009**; electronic copies must be received by April 24, 2009.

1. Three hard copies should be sent to:
Shawn Kelly
SCWRP Community Wetland Restoration Grant Program
124 Simi Ave
Oxnard, CA 93035
2. An electronic copy should also be sent to Shawn Kelly at skelly@scwrp.org

Inquiries should be directed to:

Shawn Kelly
WRP Community Wetland Restoration Grants Program Manager
(805) 984-9531; skelly@scwrp.org

APPLICATION GUIDELINES

An electronic copy of the Small Grants Application template is available on the WRP website at: www.scwrp.org; please use the application template when preparing your proposal. Each application should include:

1. Application Summary – one page **maximum**
2. Project Narrative (4 page **maximum**) that includes
 - a. Site Description
 - b. Project Description – include the need for the project and specific project tasks to be completed.
 - c. Ecological benefits of project
 - d. Description of community involvement and/or education element of project
 - e. Summary of applicant's experience undertaking wetlands restoration projects.
3. Budget. Budget numbers should be rounded to the nearest \$100. Please note that the grant can not be used to pay for food or drink, even for volunteers.
4. Attachments
 - a. A regional map that clearly identifies the project area; and a site-scale map that shows the location of project elements. Electronic copies of maps should be sent as separate files, preferably in jpg or gif format. If you are able, please provide a link to a Microsoft Live Search Map of your project site.
 - b. Do not include unsolicited attachments such as resumes, letters of support, etc. These will be specifically requested if they are needed.

Please follow these guidelines for emailing proposals and attachments: Proposal summary, narrative and budget should be emailed as **one** file in Microsoft Word. Name the electronic file by the project name. **DO NOT EMBED PICTURES** in the project proposal; pictures should be attached as separate files. If possible, please send electronic copies of all maps and photos (jpg or gif are the preferred formats). Please keep in mind that the Program Manager may receive

dozens of applications, both via mail and email, and those applications that do not follow directions or are poorly organized in content or submittal are not appreciated. Late applications are not accepted. Thank you for your interest and we look forward to working with you.

GRANT PROCESS

1. Applications are due April 24, 2009.
2. A committee will review applications at a meeting in mid to late May and select projects for the Program.
3. Applicants will be notified of grant award or denial subsequent to the selection meeting. At this point applicants may be asked to provide clarification on their proposed project or additional information about their project regarding CEQA review and consistency with local coastal planning.
4. Notification of final grant award will be made not later than the end of June 2009 (most likely sooner).
5. The Community Wetland Restoration Grants Program Manager will set up grant agreements with successful applicants during July/August 2009.
6. Funding for all projects should be available not later than August 2009.

Provisional Landowner Access Agreement

(Name of Applicant)

(Address)

(City, CA Zip)

Access/Entry Agreement

(Project Title)

I. PURPOSE

The following agreement details requirements of both the landowner and the **(applicant name)** regarding the **(project name)**. Said property is located at **(enter address or physical description)**.

I, **(landowner name)**, hereinafter called "Landowner", am aware that a habitat restoration project grant application has been submitted to the Community Wetland Restoration Grant Program of the Southern California Wetlands Recovery Project. The project has been explained to me by the (applicant name). I support the goals of the project.

II. ACCESS PERMISSION

Landowner hereby grants (applicant name) and SCWRP representatives permission to enter onto real property owned by the Landowner to perform pre-project evaluation. Access shall be limited to those portions of Landowner's real property where actual restoration work is proposed to be performed and those additional portions of real property that must be traversed to gain access to the work site. The applicant will contact the Landowner at least 72 hours prior to any visit. At no time will SCWRP representatives access the property without the applicant unless expressly given permission by the Landowner.

III. DURATION OF NOTICE

The term of this agreement shall commence upon signing of this Agreement and terminate on (enter date).

IV. LIABILITIES

Reasonable precautions will be exercised by (applicant name) to avoid damage to persons and property. (Applicant name) agrees to indemnify and hold harmless the Landowner and agrees to pay for reasonable damages proximately caused by reason of the uses authorized by this agreement, except those caused by the gross negligence or intentional conduct of the Landowner.

Landowner Signature Date

Applicant Signature Date