**Project Summary Form for FY 2019:**

Western Washington Fish and Wildlife Conservation Office

**We require Project Summary Forms (or equivalent) be submitted by email** **to** **Miranda\_Plumb@fws.gov** **by close of business January 31, 2019.**

This request is for proposals that are seeking funding through the USFWS (Service) Chehalis Fisheries Restoration Program and are located in the Chehalis River watershed in southwest Washington.

Proposals should:

* + Align with the mission of the Service (see [www.fws.gov](http://www.fws.gov) for more information)
	+ Support Service Fish and Aquatic Conservation Program goals 1, 2 or 4 (see <https://www.fws.gov/fisheries/pdf_files/FAC_StrategyPlan_2016-2020.pdf>)
	+ Show accomplishments, if the proposal is a continuation of a project (*any* funding source)
	+ Follow Best Management Practices for lamprey (<https://www.fws.gov/pacificlamprey/mainpage.cfm>) and freshwater mussels ( <https://xerces.org/conserving-the-gems-of-our-waters/>)
	+ Minimum funding request of $50,000.

Projects will receive greater consideration if:

* + They are in focus areas: East Fork Satsop River or the Newaukum River
	+ Primary species are non-game focused such as lamprey sp., native freshwater mussels, or Olympic mudminnow.
	+ Are part of a broader, multi-agency partnership

Please submit high resolution photos, maps and supporting documentation separately. If needed please compress the files or send files in separate emails.

In **six (6) pages maximum** please provide the following information:

**1. Project Title** *Use a short (5-15 words) title that identifies the geographic and biological aspects of the project***:**

**2. Project Sponsor/Organization:**

*Organization:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Contact Person*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Mailing Address*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Phone*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Email:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3. Project Location:**

1. *County*:
2. *WRIA name and number*:
3. *Identify the sub-watershed, stream, and/or habitat where the project will occur. Include river mile and/or road mile where appropriate*, i.e. Satsop River, RM 8.0
4. *Land owner name and contact information*.
5. *List the Township, Range, Section, and Quarter Sections containing the project location. T26N, R20W, S29 and copy of the quad.*
6. ***Include the longitude and latitude.***
7. *Detailed map of the project area and proposed action.*

**4. What is the main focus of the project?**

**5. What species will benefit from the project?**

**6. Degradation/Ranking**: *Identify and describe all of the major factors limiting the healthy function of the watershed/habitat.* *Specifically identify where and how your proposed project fits into the supporting documentation (Species Recovery Plan, Species Action Plan, Road Maintenance and Abandonment Plan, Watershed Restoration Plan, or other similar types of documents). Describe how your proposed project addresses the causes of watershed degradation rather than the symptoms, or how your project addresses species recovery needs or other species conservation needs. If the document(s) prioritizes actions, then identify the ranking for the proposed project.*

**7. Fish Passage Barriers:** *Are there any complete or partial fish barriers down-stream of the project location? How far away is the closest one upstream? Identify if they are natural or manmade. Give the Length (miles) and area (acres) of potential fish bearing water upstream of the project*. *If available, provide the Priority Index number for the barriers*.

**8. Project Description** *Describe what you are planning to do*. *Is it part of a multi-year project? If so, explain what year(s) the funding you seek will cover, and how other years of the project will be funded. Photos of the project area are encouraged***:**

1. **Proposed accomplishment summary**: *The benefit(s) should be quantifiable; that is, you can measure or count the amount of habitat and/or species benefited, or the result of your project (examples: Remove 4 culverts and open fish passage to 3.7 miles of stream habitat).*
2. **Importance to the resource** *Describe how the project is important to the long-term persistence of the species and how it benefits the public:*
3. **The Problem to be addressed**:
4. **Objectives** *Describe what you are going to do*:
5. **Methods** *Describe the methods that will be used:*
6. **Any additional information that supports the project**:

**9.****Climate Change:** *Consider if climate change will affect your project’s feasibility, benefits, and describe. If your project is unlikely to be affected by climate change, explain why not. If your project could be affected, describe how the project design accounts for climate change impacts on a species or habitat, and contributes to improving the resilience of either or both.*

**10. Invasive Species***: Please consider the following questions when describing how you will control invasive or nuisance species: 1) What species are you concerned about removing, importing or exporting from the project site? 2) What methods are you considering to reduce the risk of spreading invasive or nuisance species? and, 3) How will the project site be monitored for invasive or nuisance species and what steps can you take to control them if identified and it is deemed necessary to take action?*

**11. Partners:** *List and briefly describe the involvement of partners and their financial contribution.*

**12. Monitoring:** D*escribe any monitoring plan (effectiveness or scientific (e.g. physical and/or biological affects of instream restoration)) associated with this project*.

**13. Outreach:**  *Describe any outreach or education efforts associated with this project (may include: public workshops, tours, signs, newsletters, scientific journal articles, scientific conference presentations, educational forums, social media, etc.).*

**14. Status of Project Design and Environmental Compliance:** We cannot fund projects without complete environmental compliance. These include NEPA, Section 7, Cultural Resources and State Historical Preservation Office (SHPO). *Identify the stage of project design and when implementation is expected to occur****. Identify what environmental and cultural compliance documents are needed, who is doing them and the status of completion for these documents:***

**15. Budget:** *List the anticipated amount of*:

|  |
| --- |
| *Project Name and Short Description* |
| *Description* | *Unit* | *QTY* | *Cost* | *Amount* | *USFWS Funds* | *Cost-Share* |
| 1. *Personnel*
 |  |  |  |  |  |  |
| 1. *Fringe Benefits*
 |  |  |  |  |  |  |
| 1. *Travel*
 |  |  |  |  |  |  |
| 1. *Equipment(Add specific details)*
 |  |  |  |  |  |  |
| 1. *Supplies (Add specific details)*
 |  |  |  |  |  |  |
| 1. *Contractual(Add specific details)*
 |  |  |  |  |  |  |
| 1. *Construction (Add specific details)*
 |  |  |  |  |  |  |
| 1. *Other ((Add specific details)*
 |  |  |  |  |  |  |
| 1. *Total Direct Charge (sum of a-h)*
 |  |  |  |  |  |  |
| 1. *Indirect Charges (Administrative)*
 |  |  |  |  |  |  |
| 1. *Totals (sum of i-j)*
 |  |  |  |  |  |  |

*Notes:*

1. *Administrative costs requested. List the dollar amount and the percentage of* k.
2. *Cost share. List who is providing the funds, the dollar amount and percentage of the cost share*.
3. *Provide specific details associated with equipment, contractual, and construction*.

**Additional Information**

**Table 1. Funding Action Schedule**

|  |  |
| --- | --- |
| **Date** | **Action** |
| Throughout the year | Service biologists provide technical assistance to partners interested in project development. |
| December 2018 | FY19 Project Summary Form for Service Fish and Aquatic Conservation Chehalis Fisheries Restoration Program in western Washington State is distributed to potential project partners.   |
| January 31, 2019 5:00 pm PST | Partners submit project information to Miranda Plumb by the due date via email at miranda\_plumb@fws.gov.  |
| ***The following dates may change depending on when funds are released to this office from Service Headquarters and are dependent on Congressional appropriations for Service programs.*** |
| Winter 2019 | WWFWCO Habitat Restoration and Conservation Staff review and make funding recommendations to the WWFWCO Project Leader. Service biologists notify partners of priority projects, those that may be supported financially or through in-kind services, technical assistance, or other substantial involvement. |
| Late Spring – Early Summer, 2019 | Service biologists work with partners to complete cooperative agreements and other federal contracting documents and initiate required Federal, State, Tribal, or local environmental compliance and permitting. Funds become available upon completion of the cooperative agreement. |

## Our Partners

Any private individual, State, Tribe, nonprofit organization, community group (such as a watershed team), land trust, corporation, or Federal entity may be eligible for technical and financial assistance. Your Service Program Contact will assess eligibility of your project for specific programs and help you understand which of our programs might be a good fit for your proposal. Please feel free to contact them.

|  |  |  |
| --- | --- | --- |
| **Area** | **Name** | **Contact Information** |
| Program Manager | Miranda Plumb | (360) 753-9560 miranda\_plumb@fws.gov |

## Restoration Priorities

Within priority landscapes, preference is usually given to projects which strengthen protection of existing functioning ecosystems, particularly strongholds and refugia for target species. The next highest consideration is given to projects which improve connectivity and access to existing functioning ecosystems. Finally, consideration is given to restoration of the processes which create and maintain properly functioning habitat over time. Proposals to enhance habitat without achieving self-sustaining physical and ecological processes are seldom competitive, nor are proposals to restore severely degraded habitat using structural techniques.

***Eligible Program Activities***

The Service works with our partners to advance all stages of project implementation. This can include funding and technical assistance for:

* Project design
* Environmental compliance
* Project construction and management

Examples of some of the common treatments that the Service Chehalis Fisheries Restoration Program supports include:

Riparian and wetland habitats

* Reduction of livestock impacts (installation of fencing, crossings, and off-channel watering devices)
* Non-native plant removal/control
* Native plant establishment
* Wetland hydrology improvements (dike removal, ditch plugging, and fill removal)

Stream channel habitats

* Fish passage improvements and fish screening
* Culvert replacement or removal to improve fish passage
* Stream channel restoration
* Placement of large wood structures/jams
* Projects which aim to restore or mimic natural processes

## Ineligible Program Activities

Some activities cannot be supported by Service funds. Ineligible program activities include:

* Pond creation
* Cleanup of Federal or State designated environmental contaminant sites
* Community beautification and/or recreational access
* Fines/penalties due to non-compliance with Federal, State, or local laws
* Gravel bar mining
* Gravel trap development or maintenance
* Improvement of natural resources for commercial or private profit
* Land acquisitions, conservation easements, or appraisals
* Required Habitat Conservation Plan activities
* Required mitigation
* Streambank hardening (rip-rap, bulkheads, or other armoring)
* Structure-based restoration planned without primary consideration of habitat protection, habitat connectivity, or habitat-forming processes

## Cost Share

Service funds must generally be matched with contributions from project partners. Cost share, as defined for this Service Program, is the amount or percentage of the total project cost that the project partners must contribute towards the project. If project cost share is higher than the 25% minimum, a project is more likely to be supported by the WWFWCO.

**Cash**: Funds that have been secured or are pending final approval from Federal, State, or private sources will be counted as eligible cost share. Project partners must differentiate between secured and pending cash cost share amounts.

**In-Kind**: includes those services committed from other Federal, State, or private sources such as: labor, use of equipment, surveying, or other contributions that would otherwise qualify for Program funds.

**Ineligible**: includes value of the land, costs associated with unrelated or ineligible projects, and work performed by WWFWCO Service personnel.

## Climate Change

The Service is committed to considering how species and habitats are affected by climate change in making our funding decisions. We seek projects that help ecosystems and species adapt to climate change, and promote projects that are resilient to climate change.

Expected climate change impacts in Washington State include changes in temperature, precipitation, snowpack, and hydrology; increases in intensity and frequency of fire, storm surges, and impacts from sea level rise; and shifts in the distribution and range of native and non-native species.

The project information will need to describe how the project promotes ecosystem and species adaptation and is resilient to climate change. Adaptation and resiliency may result from increased habitat connectivity, securing transitional habitats, restoring refugia, reducing fire risk, protecting water quality and quantity, restoring processes that form and maintain habitat, and protecting habitats from invasion by non-native species.

More information on climate change is available at:

<http://www.fws.gov/pacific/Climatechange/changepnw.html>

<http://cses.washington.edu/cig/res/ia/waccia.shtml>