

Salmon Recovery Funding Board
Chehalis Basin Lead Entity Schedule – Round 18, (2017)

Date	Action	Description
February 10	Habitat Work Group Meeting	Strategize on call for SRFB projects and potential integration with ASRP process
February 13	Call for Proposals	Call for Conceptual Projects for SRFB funding. We will post all materials for SRFB on website and distribute press release. Will include Conceptual Project Form and submission details.
March 10	Habitat Work Group Meeting	First Conceptual Project presentations before HWG (group provides feedback on how to improve projects)
March 20	Call for Team Members	Call for community volunteers to join the Local Review Team
April 3	DUE DATE: Conceptual Project Form	Final Deadline to submit the Conceptual Project Form to LE Coordinator. This will allow RCO staff to assign a PRISM number to the conceptual project. Staff will forward the PRISM number to the project sponsors. (Applies to SRFB and potentially ASRP)
April 14	Habitat Work Group Meeting	Conceptual Project presentations before HWG (group provides feedback on how to improve projects). Review logistics for site visits in May
April 14	Review Team Membership	Establish final Local Review Team (10-12 members at most)
April 18	DUE DATE: Draft Application	Final Deadline for Project Sponsors to enter Draft Application into PRISM Online.
May 2		Complete logistics for Site Visits (discussed at April LE meeting)
May 9-11	Site Visits (pending SRFB approval)	Project site visits. Local Review Team and SRFB reviewers attend. (Only take SRFB reviewers to projects with a SRFB grant application. May have to be extra day for review of ASRP projects if there is a subset that haven't applied for SRFB)
May 23-27	SRFB Review Panel Initial Project Comments	RCO Grants Manager provide SRFB review panel comment forms to Lead Entities and applicants (Project Sponsors). Applicants MUST address review panel comments through revisions to their Appendix C proposals

Date	Action	Description
June 9	Habitat Work Group Meeting	De-brief Site Visits; provide additional commentary and suggestions for project sponsors to improve final applications
June 23	DUE DATE: Application	Completed SRFB applications due
June 27		LE Coordinator distributes application materials to Review Panel team to allow individual pre-ranking review
July 1		Knowledge of funding available for Chehalis Strategy/ASRP funds
July 14	Habitat Work Group Meeting	Project ranking session (LE Local Review Team Only need attend).
August 10	DUE DATE: Final Application	Final applications submitted by project sponsors and Lead Entity to RCO via PRISM Online. See Final Application checklist . Lead entities submit draft ranked lists via PRISM.
August 11	Habitat Work Group Meeting	Finalize Lead Entity SRFB Project List, including alternate projects to be considered for funding
August 14	DUE DATE: Lead Entity submittals due	Lead Entities submit draft ranked lists to RCO via PRISM online
September 6	DUE DATE: Regional Submittal	Regional organizations submit their recommendations for funding, including alternate projects (only those they want the SRFB to consider funding), and their Regional Area Summary and Project Matrix.
September 9	Habitat Work Group Meeting	
September 18-20	SRFB Review Panel Meeting	SRFB Review Panel meets to discuss projects, prepare comment forms, and determine status of each project.
September 29	SRFB -Project comment forms available for sponsors	RCO grants managers provide the review panel comment forms to lead entities and applicants. Projects will be identified with a status of "Clear," "Conditioned," "Need More Information" (NMI), or "Project of Concern" (POC).

Date	Action	Description
October 12	Due Date: SRFB Response to project comment forms	Applicants with projects labeled Conditioned, NMI, or POC provide responses to review panel comments through revisions to the project proposal attached in PRISM. If the applicant does not respond to comments by this date, RCO will assume the project was withdrawn from funding consideration.
October 14	Habitat Work Group Meeting	
October 23-25	SRFB Regional area project meetings	Regional organizations, lead entities, and applicants present regional updates and discuss POCs with the review panel.
November 7	Due Date: SRFB -Lead entity submits final ranked list	Lead entities submit ranked project lists in PRISM. RCO will not accept changes to the lists after this date. Updates submitted after this date will not appear in the grant funding report.
November 11	Habitat Work Group Meeting	
November 16	SRFB -Final 2016 grant report available for public review	The final funding recommendation report is available online for SRFB and public review.
December 6-7	SRF Board funding meeting	Salmon Recovery Funding Board awards grants. Public comment period available.
December 9	Habitat Work Group Meeting	