**PROJECT STATEMENT**

**2018-2019 Endangered Species Conservation and Recovery Grant**

**California Department of Fish and Wildlife**

**A Federal Endangered Species Act Traditional Section 6 Grant**

**General Instructions:**

**Limit proposal narrative (sections below through “Compliance”) to 8 pages**. Supporting material such as maps, literature, contact information, statements of qualifications and letters of support do not count towards the 8-page limit. Do not change order of sections, margins, or font size.

If project is one phase of a multi-phase project, or part of a larger project with other funding sources, this project statement should provide a very brief overview of the entire project and then make explicit which parts of the project would be funded by this grant. Provide detailed information only on those parts of the project to be funded by this grant.

**Please remove these instructions and the instructions below each heading before submitting project statement.**

**Project Name**:

Include the common name(s) (when possible for plants) of the species which would benefit from completion of the project.

**Federal Funds Requested**: $

**Executive Summary**:Briefly describe what will be accomplished with grant funds. What work will be done by whom, where will work take place, what products will result. Limit section to ≤ 300 words.

**Statement of Need**:

Why should the proposed project be undertaken? Provide a sound and rational justification for undertaking the project. This section is of foremost importance because it provides the basis for the remainder of the project description. Be succinct.

**Recovery Plan Task/Priority**:

This section connects to the Need section of the Project Narrative. For federally listed species, is there a draft or final recovery plan for the species associated with the proposed project? Are the proposed activities identified in the recovery plan? If so, provide the recovery task number and name of the task from the associated recovery plan.

No recovery plan? Are the proposed activities described in a recovery outline, 5-year review recommendations, or delisting monitoring plan (for recently recovered species), species status assessment or other conservation or management plan for the species?

**Goals and Objective(s)**:

What is to be accomplished during the grant period? Specify a recognizable end point; ensure it is as quantifiable or verifiable. Do you have SMART objectives? These are Specific, Measurable, Attainable, Relevant, and Timely. How would an annual performance report measure progress toward accomplishment of the stated objectives? If there is more than one objective, organize chronologically with associated timing.

See handout [Example Objective\_Approach.docx](http://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=161951)

**Expected Results or Benefits**:

How will the project benefit federally listed fish and wildlife resources and/or benefit the public? Provide quantifiable or verifiable resource benefits.

**Multi-Species Benefit**:

Does this project benefit (directly or indirectly) other federally-listed species or California Species of Greatest Conservation Need (see state [Wildlife Action Plan](https://www.wildlife.ca.gov/SWAP/Final))?

**Approach**:

For each objective, address the specific procedures and data analyses that will be used. What methods, procedures and protocols will you be using to accomplish each stated objective? What types of equipment will be used (include information on heavy equipment i.e. tractors, etc.)? Please enumerate these tasks in order of timeline. This will eliminate the need for a separate Timeline section.

Attach any copies of applicable written protocols, project plans, management plans, stocking schedules/plans, or other project documents. If surveys are involved, include information on the survey protocols. If any on-the-ground work is involved, include the time of year and time of day that the work would be conducted. Also include an estimate of how many days and/or hours of on-the-ground work is involved (example: one 2-hour survey 4 times a month for 2 months in the spring). How often will you be doing this (ex: will it be done once a month, once a year, once a day)?

See handout [Example Objective\_Approach.docx](http://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=161951)

**Description of Entities Undertaking the Project**:

Provide a brief description of all participating entities and/or individuals. Identify which of the proposed activities each organization, group, or individual is responsible for conducting or managing. Provide contact information for these entities in the Contacts Section.

**Timeline**:

List the estimated start times for each Objective and associated task in the Approach section.

**Location**:

Where will the work be done? Provide a brief description of the state, county and specific boundaries of the project. If administrative/office activities are proposed, provide the address(s) where the work will occur. If construction or field-work is expected, provide a map.

**Project Cost**:

 Federal Share - $ Non-Federal Share\* - $ Total Cost - $

\*The non-Federal share must be at least 25% of the total project cost. (On the separate Budget Worksheet), provide a detailed allocation of federal funds to attain the objectives of the project.)

**Match Description**:

Document how the minimum 25% non-federal match requirement will be met (identify funds and/or in-kind services). Be sure to calculate match based on the total cost of the project (federal plus non-federal share), not on the federal share alone.

**Budget Justification**:

As part of the Project Narrative or as an appendix, explain and justify all requested budget items identified and costs associated with the Federal funding requested.

**Multiple Federal Funding Sources**:

If you have applied for or received other Federal funding for the proposed project, you are required to disclose this information. Provide a short description here.

**Compliance**:

Describe any conservation measures to be implemented that avoid or minimize take (harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect) of federally listed species. This includes the target species associated with the project and any other federally listed species in the project area. This is information not already described in the Approach Section.

**Literature Cited**: (If applicable)

**Contacts**:

Applicants must develop project proposal in consultation with CDFW and USFWS recovery staff and identify a CDFW staff person willing to administer the sub-grant between CDFW and the project lead.

**Project Lead**:

**Organization**:

**Telephone**:

**Email**:

**CDFW Staff Consulted (Mandatory)**:

Name:

Region or Branch:

Telephone:

Email:

CDFW Alternate Contact:

**CDFW Grant Administrator (Mandatory, may be same as above)**:

Name:

Region or Branch:

Telephone:

Email:

**USFWS Field Office Staff Consulted (Mandatory)**:

Field Office:

Telephone:

Email:

**Prepared by**:

**Date**:

**Supporting Material**:Append Statements of Qualifications for project leads including relevant permits held if applicable, environmental compliance documents if applicable, land owner permissions if applicable. See PSN for requirements. This section is not counted toward the 8 page limit.