**CRR Program Restoration, Acquisition, and Combination Project Proposal**

This document is intended to provide the LCRFB TAC and other CRR reviewers with information typically included in SRFB Appendix C-3. Its purpose is to facilitate review for CRR Project proponents who are not seeking SFRB funds. This document has been adapted from the SRFB Appendix C-3 with minor changes for context (e.g., replace PRISM with SalmonPORT).

|  |  |
| --- | --- |
| **Project Name** |  |
| **Project Sponsor** |  |
| **LCFRB SalmonPORT Project Number** |  |

List all related projects previously funded or reviewed by RCO:

|  |  |  |
| --- | --- | --- |
| **Project # or Name** | **Status** | **Status of Prior Phase Deliverables and Relationship to Current Proposal?** |
|  | Choose a status |  |
|  | Choose a status |  |
|  | Choose a status |  |

If previous project was not funded, describe how the current proposal differs from the original.

*Please respond to each question individually. Do not summarize answers collectively in essay format. Local citizen and technical advisory groups will use this information to evaluate your project.* ***Limit the response to ten pages (single-sided), excluding supplemental questions****. The sponsor may delete the italicized portion of the questions and inapplicable supplemental questions to shorten the proposal.*

*Submit this proposal as a SalmonPORT attachment titled “Project Proposal.”*

1. **Project brief.** *In one or two sentences, what do you propose to do?*
2. **Project location.** *Describe the geographic location, water bodies, and the location of the project in the watershed, i.e. nearshore, tributary, main stem, off-channel, etc*.
3. **Problem statement.** *What are the problems your project seeks to address? Include the source and scale of each problem. Describe the site, reach, and watershed conditions. Describe how those conditions impact salmon populations. Include current and historic factors important to understand the problems.*
4. **List the fish resources present at the site and targeted by this project.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Species** | **Life History Present (egg, juvenile, adult)** | **Current Population Trend (decline, stable, rising)** | **Endangered Species Act Coverage (Y/N)** |
|  |  |  |  |
|  |  |  |  |

1. **Describe the limiting factors, and limiting life stages (by fish species) that your project expects to address.**
2. **Project goals and objectives.** *When answering the questions below please refer to Chapter 4 of the Washington Department of Fish and Wildlife’s* [*Stream Habitat Restoration Guidelines*](http://wdfw.wa.gov/publications/01374/) *for more information on goals and objectives****.***
   1. **What are the project’s goals?** *The goal of the project should be to remedy observed problems, ideally by addressing the problems’ root causes. The sponsors goal statements should articulate desired biological outcomes (the vision for desired future condition). The statement should also include which species and life stages will benefit from those outcomes and the time of year (if pertinent) those benefits will be realized (e.g., will high flow refuge be available when juveniles are outmigrating or rearing in the project area?).*

*Goal examples:*

* + 1. *(Screening project) Decrease irrigation-related juvenile Chinook Salmon mortality in the lower Yakima River caused by water withdrawal.*
    2. *(Acquisition project) Protect Tier 1 Chinook Salmon rearing habitat and habitat-forming natural processes.*
    3. *(Riparian project) Increase the amount of fully functioning riparian habitat in South Prairie Creek to support Puyallup River Chinook Salmon recovery goals.*
    4. *(Restoration project) Reduce impacts of elevated summer water temperatures on fall Chinook Salmon migration in the South Fork Nooksack River.*
  1. **What are the project’s objectives?** *Objectives support and refine biological goals, breaking them down into smaller steps. Objectives are specific, quantifiable actions the project will complete to achieve the stated goal. Each objective should be “SMART:” Specific, Measurable, Achievable, Relevant, and Time-bound.*

*Objective examples:*

* + 1. *(Screening) Eliminate stranding fish at diversions by installing National Marine Fisheries Service-approved fish screens at*
    2. *13 agricultural diversions in the lower Yakima River by 2017.*
    3. *(Acquisition) Acquire fee simple titled or permanent conservation easements on at least 20 acres of intact riparian forestland in the Tier 1 reach of Finney Creek by 2018.*
    4. *(Riparian) Increase stream shading by at least 30 percent in the treated areas by re-establishing at least 10 acres of native riparian forest habitat adjacent to salmon rearing habitat along South Prairie Creek within 5 years of funding.*
    5. *(Restoration) Construct historic-scale, in-stream logjams sufficient to create at least two sustainable colder-water pools at each of three documented hyporheic upwelling locations along the lower South Fork by 2018.*
  1. **What are the assumptions and constraints that could impact whether you achieve your objectives?** *Assumptions and constraints are external conditions that are not under the direct control of the project, but directly impact the outcome of the project. These may include subsequent availability of funding, public acceptance of the project, land use constraints, geomorphic factors, additional expenses, delays, etc. How will you address these issues if they arise?*

1. **Project details.** *Please answer the questions below and all pertinent supplemental questions at the end of the application form.*
   1. **Provide a narrative description of the proposed project.** *Describe the specific project elements and explain how they will lead to the project’s objectives. Include relevant existing project documentation (if any) as attachments in SalmonPORT.*
   2. **Provide a scope of work and detailed list of project deliverables.** *Provide a detailed description of the proposed project tasks, who will be responsible for each, what the project deliverables will be, and a schedule for accomplishing them.*
   3. **Explain how the sponsor determined cost estimates.**
   4. **Describe the design or acquisition alternatives considered to achieve the project’s objectives.** *Why did the sponsor choose the preferred alternative?*
   5. **How have lessons learned from completed projects or monitoring studies informed this project?** *Sources of results may be from Project Scale Effectiveness Monitoring from TetraTech, individual sponsors, lessons learned from previously implemented projects, Intensively Monitored Watershed results, or other sources.*
   6. **Describe the long-term stewardship and maintenance obligations for the project or acquired land.** *For acquisition and combination projects, identify any planned use of the property, including upland areas.*
2. **Explain why it is important to do this project now instead of later.** *(Consider its sequence relative to other needs in the watershed and the current level and imminence of risk to habitat).*
3. **If the project is a part of a larger overall project or strategy, describe the goal of the overall strategy, explain individual sequencing steps, and which of these steps is included in this application for funding.** *Attach a map in SalmonPORT that illustrates how this project fits into the overall strategy, if relevant.*
4. **Describe the sponsors experience managing this type of project.** *Please describe other projects where the sponsor successfully used a similar approach.*
5. **List all landowner names.** *If the project will occur on land not owned by the organization, attach a CRR Landowner Acknowledgement Form in SalmonPORT from each landowner acknowledging that his/her property is proposed for CRR funding consideration. Multi-site acquisition projects need only attach a Landowner Acknowledgement Form for priority parcels.*
6. **List project partners and their role and contribution to the project.** Attach a Partner Contribution Form (Manual 18, Appendix G) from each partner in SalmonPORT. Refer to Manual 18, Section 3 for when this is required.
7. **Stakeholder outreach.** *Discuss whether this project has any opposition or barriers to completion, besides funding. Describe the sponsor’s public outreach and feedback received. Are there any public safety concerns with the project? How will the sponsor address those concerns?*

**SUPPLEMENTAL QUESTIONS**

**Restoration Project Supplemental Questions**

Answer the following supplemental questions:

1. **Will the sponsor complete, or already completed, a preliminary design, final design, and design report (per Appendix D) before construction?  
   Choose an answer**
2. *If no, please describe the design process and list all pre-construction deliverables submitted to CRR for review. Including riparian planting plans****.***
3. **Will a licensed professional engineer design the project?  
   Choose an answer**
4. *If not, please describe the qualifications of the design team.*
5. **If this project includes measures to stabilize an eroding stream bank, explain why bank stabilization there is necessary to accomplish habitat recovery**
6. **Describe the steps the sponsor will take to minimize the introduction and spread of invasive species during construction and restoration.** *Specifically consider how the sponsor will use un-infested materials and clean equipment entering and leaving the project area.*

**Acquisition Project Supplemental Questions**

Applies to both acquisition-only and combination projects. Answer the following supplemental questions (these are not included in the ten-page limit):

1. **Provide a detailed description of the property.** *Describe the habitat types, size, and quality on site (forested riparian/floodplain, wetlands, tributary, main stem, off-channel, bluff-backed beach, barrier beach, open coastal inlet, estuarine delta, pocket estuary, uplands, etc.), critical areas on site, and any other features that make the site unique. Describe existing land use.*
2. **List type (fee title or conservation easement) and acreage of acquisitions proposed.**
3. **Does the sponsor hold an option or purchase and sale agreement for the property?**
4. **Describe adjacent land uses.** *Describe the property’s proximity to publically owned or protected properties in the vicinity. Attach a map in SalmonPORT that illustrates this relationship.*
5. **If uplands are included on the property, state their size and explain why they are essential for protecting salmonid habitat.**
6. **What percentage of the total project area is intact and fully functioning habitat?**
7. **Is the site in need of restoration that is not part of this grant application?** *If yes, describe the restoration need and planned timeframe for implementation.*
8. **List structures (home, barn, outbuildings, fence, levees, bank armoring, or other infrastructure) on the property and any proposed modifications.** *If possible, please attach a map showing these structures.*
9. **Describe the long-term stewardship and maintenance obligations for the acquired property.** *Identify any planned use of the property, including upland areas. If answered above, please skip.*
10. **Describe the following:**
    1. **Zoning/land use**
    2. **Shoreline Master Plan designation**
    3. **Portion of site within 100-year floodplain**
    4. **Portion of site within designated floodway**
11. **Explain why federal, state, and local regulations are insufficient to protect the property from degradation.**
12. **For water rights and water savings projects:**
    1. **Describe the mechanism that the sponsor intends to use to conserve water (trust, etc.) and explain why this is the preferred approach.**
    2. **Which steps in the water conservation process will be completed under this project proposal?**
    3. **How much water, if any, will be saved because of this project?** *By what methods will the sponsor calculate the amount of water conserved?*
13. **For acquisition projects intending to purchase multiple properties within an area, identify the target parcels and how the sponsor will prioritize the parcels.**

**Fish Passage Project Supplemental Questions**

Answer the supplemental questions below.

NOTE: For fish passage design and evaluation guidance, applicants should refer to the Washington Department of Fish and Wildlife’s [*Fish Passage Barrier and Surface Water Diversion Screening Assessment and Prioritization Manual*](http://wdfw.wa.gov/publications/pub.php?id=00061) and the [*Water Crossing Design Guidelines*](http://wdfw.wa.gov/publications/01501/) (2013) For engineering design questions or technical assistance, contact [Don Ponder](mailto:donald.ponder@dfw.wa.gov), Department of Fish and Wildlife, (360) 902-2547. To schedule fish passage and diversion inventory and assessment training, contact [Justin Zweifel](mailto:justin.zweifel@dfw.wa.gov), Department of Fish and Wildlife, (360) 902-2608.

1. **Describe the passage problem (outfall, velocity, slope, etc.)**
2. **Describe the current barrier (age, material, shape, and condition).**
3. **Is the current barrier a complete or partial barrier?**
4. **If a culvert or arch is proposed, does it employ a stream simulation, no slope, hydraulic, or other design?**
5. **Describe the amount and quality of habitat made accessible if the barrier is corrected. Has the project received a Priority Index (PI) number?** *If so, provide the PI number and describe how it was generated: Physical survey, reduced sample full survey, expanded threshold determination, or Washington Department of Fish and Wildlife generated PI (list source, such as a study or inventory).*
6. **Identify if there are additional fish passage barriers downstream or upstream of this project.**
7. **Engineering licensing requirement. Will a licensed professional engineer design the project? Choose an answer**
   1. *If not, please describe the qualifications of the design team.*

**Diversions and Screening Project Supplemental Questions**

**Answer the supplemental questions below.**

**NOTE: For questions or technical assistance, contact** [**Pat Schille**](mailto:schilpcs@dfw.wa.gov)**, Department of Fish and Wildlife, (509) 575-2735. Refer to the Washington Department of Fish and Wildlife’s** [***Fish Passage Barrier and Surface Water Diversion Screening Assessment and Prioritization Manual***](http://wdfw.wa.gov/publications/pub.php?id=00061)**for further guidance. To schedule fish passage and diversion inventory and assessment training, contact** [**Justin Zweifel**](mailto:justin.zweifel@dfw.wa.gov)**, Department of Fish and Wildlife, (360) 902-2608.**

1. **Problem statement information to include in Item 3 of main questions above: *If the diversion is equipped with a fish screen, provide details of why it is not functioning properly from a fish protection perspective (entrainment or impingement).***
2. **Has the project received a Screening Priority Index (SPI) number*? If yes, provide the SPI and indicate if the Washington Department of Fish and Wildlife developed the SPI.***
3. **Is this a pump or gravity diversion?**
4. **What is the flow of the diversion in gallons per minute (gpm)? *How was the flow determined (water right, meter – system meter, calculated from irrigation system components or direct measurement during peak spring/summer diversion using a flow meter)?***
5. **If it is not possible to determine the flow, then provide the bank-full, cross-sectional area of the ditch, measured 100-300 feet downstream of the point of diversion. *Refer to Section 8.3 of the Washington Department of Fish and Wildlife’s*** [***Fish Passage Barrier and Surface Water Screening Assessment and Prioritization Manual***](http://wdfw.wa.gov/publications/pub.php?id=00061) ***for instructions on how to collect this information.***
6. **For projects that have a goal of saving water:**
7. **Describe the mechanism that the sponsor intends to use to conserve water (trust, etc.) and explain why this is the preferred approach.**
8. **Which steps in the water conservation process will this project proposal complete?**
9. **How much water, if any, will be saved because of this project? *By what methods are you calculating the amount of water conserved?***
10. **Will a licensed professional engineer design the project? Choose an answer** 
    1. ***If not, please describe the qualifications of the design team.***

**Knotweed Removal Project Supplemental Questions**

**Answer the following supplemental questions:**

1. **Describe the level of infestation in the watershed.**
2. **What has been accomplished to date related to knotweed control in the watershed? *Who has done the work? What is the success of these actions?***
3. **What is the planned prioritization strategy for knotweed control within the sub-watershed or watershed? *Include efforts before and beyond the duration of the requested grant funding.***
4. **What is the anticipated time to control? *Time to control is defined as treatment from upper extent to lowest, until the need is only a minor maintenance control effort to prevent re-sprouting or new stems from becoming established.***
5. **List the major tasks necessary to reach a maintenance control level and their anticipated time schedule. *Include efforts before and beyond the duration of the requested grant funding.***
6. **Describe the staffing level needed to meet annual treatment goals and the plan to achieve that staffing level.**
7. **What are the completed and/or planned landowner outreach efforts?**
8. **What is the estimated total cost to reach a maintenance control level within the sub-watershed/watershed proposed for treatment?**
9. **What is the 10-year strategy (including funding) for the following:**
10. **Getting to maintenance control levels for the sub-watershed/watershed?**
11. **How will the SRFB funds leverage other programs in the same sub-watershed/watershed?**
12. **What are the proposed re-vegetation plans for treated sites?**

**Road Maintenance and Abandonment Plan (RMAP) Projects in Large Forest Supplemental Questions**

Answer the following supplemental questions:

1. **Explain how the RMAP project is not solely mitigation (i.e., not exclusively compensation for unavoidable impacts of specific forestry projects or actions).**
2. **Provide documentation that the landowner has received an extension from the Department of Natural Resources for the proposed project***. Identify how this RMAP project fits within the landowner’s great RMAP requirements. Attach documentation in SalmonPORT.*
3. **Provide a prioritized list of stream crossing barriers based on fish and habitat data.** *This prioritized list may be different from the landowner’s RMAP prioritization list. The prioritization should be based on information including the following: Fish species documented in the stream, miles of stream habitat above barrier, quality of upstream habitat, relationship to other barriers on the stream, and other factors. This list should include an introduction that identifies the factors and data sources used in the prioritization. Include the proposed project on the prioritized list. Attach this documentation in SalmonPORT.*

**COMMENTS**

Use this section to respond to the comments received after the initial site visits, and then again after submitting the final application.

**Response to Site Visit Comments**

Please describe how the sponsor responded to the review panel’s initial site visit comments. *RCO recommends that the sponsor list each review panel comment and question and identify the response. The sponsor may use this space to respond directly to the comments.*

**Response to Post-Application Comments**

Please describe how the sponsor responded to the review panel’s post-application comments. *RCO recommends that the sponsor list each of the review panel’s comments and questions and identify the response. The sponsor may use this space to respond directly to the comments.*