



## 2016-2017 WRP Community Wetland Restoration Grant Program

### PROGRAM INFORMATION AND APPLICATION GUIDELINES

#### BACKGROUND

The Southern California Wetlands Recovery Project's (WRP) Community Wetland Restoration Grant Program (CWRGP) provides funding for community-based restoration projects in coastal wetlands and watersheds in the southern California region. The purpose of the program is to further the goals of the WRP Regional Strategy (currently in the process of being updated; the current version is here: <http://scwrp.org/strategy/>); build local capacity to plan and implement wetland restoration projects; promote community involvement in wetland restoration activities; and foster education about wetland ecosystems. A partial compilation of projects funded in past Program cycles can be found on the WRP website [www.scwrp.org](http://www.scwrp.org) homepage, on the *Project Board*. The 2016-2017 WRP Community Wetland Restoration Grant Program is funded by Earth Island Institute (<http://www.earthisland.org>).

#### PROGRAM DETAILS

**Eligible Applicants:** Eligible applicants include 501c(3) nonprofit organizations, local (City or County) government agencies, and university departments. Proposals from local government agencies and Universities that partner with local nonprofit organizations on their proposed project will be looked upon more favorably than those that do not.

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

1. **Restoration or preservation of a coastal wetland or coastal stream corridor:** Projects must have as a primary goal the restoration or preservation of a coastal wetland – estuarine or vernal pool - 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 and education element:** Projects must have community involvement and an education component. Through the projects it funds, the CWRGP is attempting to make significant impacts to both the region's wetland resources and the region's communities, with projects that engage and educate the community through their hands-on participation in restoration, resulting in measurable on-the-ground restoration outcomes. 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 of wetland habitats, and improving environmental awareness. The CWRGP is particularly interested in engaging a diverse array of community members in the participating projects.

**Community Wetland Restoration Grant Program Funding Total: \$200,000\* for FY 2016-2017**

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

**Project Selection:** A selection committee that includes the Community Wetland Restoration Grant Program Manager, two to three California Coastal Conservancy staff members, and an Earth Island Institute staff member will review the Community Wetland Restoration Grant 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 (<http://scwrp.org/project-evaluation-criteria/>), plus the following considerations specific to the Community Wetland Restoration Grant Program:

1. Extent to which the project will advance hands-on community involvement in a wetland restoration project, particularly involvement beyond the traditional environmental constituency.
2. Degree to which the project will help build the applicant’s capacity to plan and implement wetlands restoration projects.
3. Extent to which the project will foster education about wetland ecosystems and the impacts and threats to those ecosystems, as well as the opportunities for restoration and community BMP’s.
4. Extent to which the project contributes matching funds or services. There is no required match for the Community Wetland Restoration Grant Program; however, matching funds and services can help demonstrate broader community interest and support for the project.

**Other Considerations for Applying:**

1. Proposals should represent projects that are ready to implement. Note that the Community Wetland Restoration Grant Program is designed for relatively low-dollar projects or a distinct portion of a larger project 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 wetland restoration. A project should have clearly defined goals and outcomes that can be achieved on the order of a year, rather than a project that is encumbered by the increased logistics, such as complex management, permitting, and planning, of a larger multi-year 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. CWRGP will fund only one project from a group; therefore, if you have multiple project concepts, pick the highest priority and dedicate the appropriate 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. Provision of two consecutive years of funding is only considered in unique extenuating circumstances.
5. General funding to an ongoing program will not be granted. Startup costs (capital costs) or a specific restoration project within a multiyear program may be considered.

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

6. Funding to an ongoing monitoring project will not be granted. Startup costs (capital costs) for a monitoring project or monitoring tied to a specific restoration project may be considered.
7. If the applicant is not the primary landowner of the subject site, please obtain landowner permission and fill out the Provisional Landowner Access Agreement at the back of this application, acquiring the necessary permission and signature.
8. Projects proposed for upland areas must demonstrate in their proposal a clear connection and benefit to the adjacent wetland habitat.
9. Identify a Local Coastal Plan (LCP) or any other relevant plans that support the project. Please list the LCP or other plan(s) name, date, and highlight the specific reference to the project site. Provide a link to the plan if it is available online or provide a hard copy with your proposal submission if the plan(s) is/are not available digitally.

**Notification:** Notification of the grant award or denial will be made not later than, and most likely earlier than the end of April 2016.

### **APPLICATION GUIDELINES**

An electronic copy of the application template is available on the WRP website at: [www.scwrp.org](http://www.scwrp.org); please follow the application template when preparing your proposal. Each application should include:

1. Application Summary – one page **maximum**
2. Project Narrative (4 page **maximum**; no less than 10 pt. font, 1 inch margins) that includes the following sections:
  - a. Site Description.
  - b. Project Description – include the need for the project and specific project tasks to be completed. This section should be the substantial part of the application.
  - c. Ecological benefits of project.
  - d. Description of community involvement and the education elements of project.
  - e. Brief 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 cannot be used to pay for food or drink, even for volunteers.
4. Addendums
  - b. A regional map (county-scale would be appropriate) that clearly identifies the project area; and a site-scale map that shows the location of project elements. One to three photos of the site may be included if they facilitate understanding the site, especially illustrating key site conditions.
  - c. Do not include unsolicited attachments such as resumes, letters of support, etc. These will be specifically requested if they are needed.

### **APPLICATION PROCEDURES**

1. Application must be postmarked by **March 18, 2016**; electronic copies must be received via the *Apply* button at <http://scwrp.org/grants/cwrgp/> by March 18, 2016 at 5pm.
2. Three hard copies should be sent to:  
Shawn Kelly  
Community Wetland Restoration Grant Program  
124 Simi Ave  
Oxnard, CA 93035

Please follow the guidelines for electronically submitting proposals: proposal summary, narrative and budget should be emailed as **one** file in Microsoft Word or converted to a pdf file if preferable. Name the electronic file by the project name. Do not embed pictures in the proposal text; place them in the file after the proposal narrative and have them well labelled. To ensure that your electronic file is not excessively large, make sure your photos are an appropriate size. If possible, please include in your electronic submission images of all maps that are included in the mailed proposal.

Please keep in mind that the Program Manager may receive dozens of applications, both via mail and electronic submission, 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 March 18, 2016.
2. A committee will review applications at a meeting in March or April and select projects for the Program. Applicants will be notified of grant award or denial subsequent to the selection meeting.
3. 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. The Earth Island Institute will set up Grant Agreements with successful applicants during April/May 2016.
5. Funding for all projects should be available not later than June 2016.

**INQUIRIES** should be directed to:

Shawn Kelly, WRP Community Wetland Restoration Grant Program Manager  
(805) 984-9531; [skelly@scwrp.org](mailto:skelly@scwrp.org)