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**2025 SOUTHERN CALIFORNIA WETLANDS RECOVERY PROJECT (WRP)**

**COMMUNITY WETLAND RESTORATION GRANTS PROGRAM (CWRGP)**

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| **APPLICATION COVER PAGE** |  |  |

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| **CONTACT INFORMATION** |  |  |

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| --- | --- |
| **Organization\*** |  |
| **Contact Person** |  |
| **Email** |  |
| **Position/Title** |  |
| **Phone** |  |
| **Address** |  |
| **Federal Tax ID#** |  |

**\*If applicable, include name of fiscal or project sponsor**

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| **PROJECT INFORMATION** |  |  |

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| --- | --- | --- |
| **Project Name** |  | |
| **Project Summary (1-2 sentences)** |  | |
| **Project Duration (in years)** |  | |
| **Amount Requested**  (round up to nearest hundred) | **$** | |
| **Total Project Cost** | **$** | |
| **Project Size (acres, square feet, or linear feet)** |  | |
| **Area Existing (Pre-Project) Wetland or Stream Habitat** | |  |
| **Area of Post-Project Wetland or Stream Habitat** | |  |

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| **LOCATION INFORMATION** |  |  |

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| **County** |  | |
| **Specific Location** | (address or cross streets) | |
| **Latitude** |  | |
| **Longitude** |  | |
| **What point is represented by the lat/long (e.g., parking lot, center of site)** | |  |
| **Is the Project in a Disadvantaged Community?** Answer Yes, No, or Partially.  mapping tool: <https://gis.water.ca.gov/app/dacs/> | |  |
| **Is the Project in a Severely Disadvantaged Community?** Answer Yes, No, or Partially.  mapping tool: <https://gis.water.ca.gov/app/dacs/> | |  |

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| **ELECTED OFFICIALS** |  |  |

|  |  |  |
| --- | --- | --- |
| **Districts** | **Number(s)** | **Name(s)** |
| **State Assembly** |  |  |
| **State Senate** |  |  |
| **Congressional** |  |  |

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| **PROJECT NARRATIVE** *(Maximum 7 pages, minimum font size 11)* |  |  |

**PROJECT NAME**

**Directions:** Please read each question carefully and follow the instructions for providing your responses. Reference the Application Guidelines for more detailed information. If more space is needed, delete the instructions for each question.

### Need for Project. Describe the specific problems, issues, or unserved needs the project will address. (1-2 paragraphs)

1. **Site Description.** Describe the project site or area, including site characteristics that are tied to the project objectives (e.g., current vegetation assemblages, condition of habitats, known wildlife migration corridors). Include ownership and management information. (1 paragraph)
2. **Community Wetland Restoration Grant Program (CWRGP) Priorities.** How does the proposed project achieve the objective to support community-based restoration projects (check all that apply)?

☐ Engage CWRGP Priority Communities to restore or enhance coastal wetlands and coastal stream corridors.

☐ Implement restoration projects that have strong community benefits, such as community engagement, education, workforce development, career development, leadership development.

☐ Demonstrate community-led planning and implementation of desired projects that are anchored in community expertise (e.g., community leaders, community-based organizations, tribal members, local planners, or local and state government officials).

☐ Increase organizational capacity to plan and implement habitat restoration projects.

### Project Description. Describe the project and include the following components in the response. (1- 2 pages)

### Describe the goals, objectives, and expected benefits (e.g., social and ecological benefits) of the project.

* + Describe how restoration efforts will increase wetland acreage or enhance existing wetland or wetland-associated habitat.
  + Provide a description of the restoration methods, including use of best-available science or practices if applicable (for example, science used in design, implementation, or evaluation).
  + Describe how the project will meet each of the CWRGP Priorities you selected in Question 3 (above).

1. **CWRGP Priority Community Engagement.** The CWRGP seeks toengage and benefit CWRGP Priority Communities through wetland restoration and educational activities. CWRGP Priority Communities include but are not limited to lower-income individuals and households, people with disabilities, Black, Indigenous, People of Color (BIPOC), immigrant communities, and other systemically excluded communities. Explain how the proposed project will engage and benefit CWRGP Priority Communities in the following questions (1 paragraph per question):
   1. Describe any CWRGP Priority Communities the project will engage. There are several helpful tools, such as:
      * Cal Enviro Screen <https://oehha.ca.gov/calenviroscreen/sb535>
      * California State Parks Community Fact Finder <https://www.parksforcalifornia.org/communities/?overlays=parks>
      * California Department of Water Resources <https://gis.water.ca.gov/app/dacs/>
   2. Describe the relationship the project team has with any CWRGP Priority Communities. For example, is the project led or co-led by an organization that is led by and primarily serves members of CWRGP Priority Communities? If not, is the project working to engage CWRGP Priority Communities in meaningful ways?

* 1. Describe any challenges or difficulties that any listed community(ies) faces in accessing the area to be restored or enhanced.

1. **Project Readiness.** Provide a brief description of project readiness, including evidence that you have or plan to secure the appropriate approvals required to complete the projects, such as land access agreements, right of entry, and permits if applicable. Also, include possible factors which could significantly delay the implementation and/or completion of the project and how these factors will be addressed (e.g., permitting delays, habitat seasonal restrictions). (1-2 paragraphs)
2. **Permits.** Please list permits the project will require and their respective status. Add more rows as necessary.

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| --- | --- | --- |
| **Name of permit(s)** | **Status (e.g., acquired, pending)** | **Date of permit (or expected date)** |
|  |  |  |
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1. **California Environmental Quality Act (CEQA) Status.**  Select the appropriate answer and briefly specify how the project meets the terms.  
   ☐ Is not a project under CEQA. Briefly specify why. This project will not have a direct or indirect effect on the environment as it is primarily comprised of passive surveying and education outreach.

☐ Is exempt under CEQA. Provide the CEQA exemption number and specify how the project meets the terms of the exemption.

☐ Requires Neg Dec, MND, or EIR. Specify the lead CEQA agency (the agency preparing the document) and the (expected) completion date. Please note that any CEQA document will need to be reviewed and approved.

1. **Specific Tasks****.** Identify the specific tasks that will be undertaken and the work and deliverables that will be accomplished for each task. The tasks listed in table (below) serve only as examples. Add more rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Task Name** | **Description of Task Activities** | **Deliverables** | **Expected Completion Date** |
| 1 | **Example:** Project Management | Scheduling staff, volunteers, and outreach events, quarterly and final reports | Quarterly Reporting | September 2029 |
| 2 | **Example:** Organizational Capacity | Internal training, staffing support |  |  |
| 3 | **Example:** Workforce Development | Training volunteers, internships |  |  |
| 4 | **Example:** Planning and Development | Improving data collection methods and developing new outreach and survey strategies |  |  |
| 5 | **Example:** Restoration Activities | Native species planting, collecting, and processing of data |  |  |
| 6 | **Example:** Education and Outreach | Staff time for conducting and attending outreach events and community meetings, development, of outreach materials. |  |  |

1. **Measuring Success.** Describe the plan for monitoring, evaluating, and reporting project effectiveness, and implementing adaptive management strategies if necessary. Be sure to include the success metrics you will use for both restoration efforts and community outreach components. For projects with planning activities, do the plans include monitoring and measuring project success? Who will be responsible for funding and implementing ongoing management and monitoring? (2-3 paragraphs)
2. **Partnerships and Collaborations**. List the public agencies, non-profit organizations, elected officials, tribal governments, or private entities that the applicant is partnering and/or collaborating with on the project. Describe involvement in the development of the project by communities impacted or benefited by the project. (1-2 paragraphs)
3. **Tribal Engagement**. Describe efforts to engage tribes with the project. Examples of tribal engagement include good faith, documented efforts to work with tribes traditionally and culturally affiliated with the project area. Be clear on whether tribal partners have already agreed to partnership at time of the application submittal. Note that for projects selected for funding, the State Coastal Conservancy will initiate government-to-government consultations requests with tribal governments prior to recommending the project for funding. Projects that communicate, consult, or engage with tribes throughout the development and implementation of the project are encouraged (1-2 paragraphs).
4. **Applicant Experience and Capacity**. Briefly describe the following (1-2 paragraphs):
   1. Project team’s experience, qualifications, and capacity to complete the project and manage a state grant.
   2. Extent to which the project will help build the applicant’s capacity to plan and implement wetlands restoration projects.
   3. A record of success completing similar projects and commitment to see the project to completion.

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| **PROJECT BUDGET** |  |  |

**Please note the following:**

1. The CWRGP will be administered and funded by the State Coastal Conservancy.
2. Round budget amounts to the nearest $100.
3. The grant cannot be used to pay for food or drink (even for volunteers).
4. The budget can support a range of activities (see sample project budget below). Modify Tasks to fit the project as appropriate and add/remove rows as necessary.
5. Organizational Capacity, Workforce Development, and Project Planning and Development activities ***must not total more than 50%*** **of the total funding amount requested from the WRP and must be related to wetland restoration project activities**.

#### **Table 1: Project Budget Broken Down by Task, Labor Cost, and Funding Source.**

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| --- | --- | --- | --- | --- | --- |
| **Task** | **Task Title** | **Labor Cost** | **WRP** | **Other Funds**  **\*Do not include In-kind services in this table** | **Total** |
| 1 | Project Management |  |  |  |  |
| 2 | Organizational Capacity (15%) |  |  |  |  |
| 3 | Workforce Development (15%) |  |  |  |  |
| 4 | Project Planning and Development (20%) |  |  |  |  |
| 5 | Restoration Activities |  |  |  |  |
| 6 | Education and Outreach |  |  |  |  |
|  | Indirect Costs\* |  |  |  |  |
| Budget Total | |  | $ | $ | $ |

\*Indirect costs can be up to 20% of total value of grant. Indirect costs charged on labor can exceed 20% as long as the direct costs are below 20% of the total cost of grant.

**Budget Notes:**

1. **Labor Costs.** For labor costs associated with project tasks, include positions, hourly rate(s), and number of projected hours. Include sufficient detail in the budget notes to facilitate understanding of how you determined the labor cost for a specific task.
2. **Other Funds**. Provide information about the specific source of any “Other Funds,” including matching funds, and whether that funding has been secured or is dependent on a future award or authorization. Add or delete rows as necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **Source** | **Amount ($)** | **Status of Funding (e.g., secured, applied)** | **State of CA Funds? (Y/N)** |
|  |  |  |  |
|  |  |  |  |
| **TOTAL** |  |  |  |

1. **In-kind Services**. In-kind Services or contributions include volunteer time and materials. Describe and estimate the value of expected in-kind services.
2. **Need for Advanced Funding**. The CWRGP is a reimbursable grant program, meaning funds are typically paid in arrears; however, a small amount of funding may be available for projects that need funds advanced for immediate project costs; entry into the Advance Payment Program (APP) is at the sole discretion of the State Coastal Conservancy. If your organization is interested in learning more about the APP, please contact the State Coastal Conservancy for guidance on the pre-approval process.

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| **ATTACHMENTS** |  |  |

1. A regional map (county-scale is appropriate) that clearly identifies the project area.
2. A site-scale map that shows the location of project elements.
3. One to three photos of the site may be included if they facilitate understanding key site conditions.
4. Non-profit applicants should include the following with the applications:
   1. Letter of Determination from the Internal Revenue Service indicating current IRS 501(c)(3) status.
   2. Completed [Non-Profit Organization Pre-Award Questionnaire](https://scc.ca.gov/files/2019/07/SCC_Grant_Appl-NPO_PreAwardQuestionnaire.pdf) (*Note: Applicants who have submitted the Non-Profit Questionnaire in the past two years do not need to resubmit.*

The State Coastal Conservancy seeks to continuously improve our grant application process. Please take some time after completing the CWRGP application to provide feedback on your experience as an applicant. The survey link can be accessed [here](https://www.surveymonkey.com/r/3TLJBYK). The State Coastal Conservancy used SurveyMonkey’s Anonymous Responses Collector Option; SurveyMonkey will have access to select data.