

National Fish Habitat Action Plan

Atlantic Coastal Fish Habitat Partnership

**FY2015 PROJECT APPLICATION FORM**

Please see application instructions located on the Atlantic Coastal Fish Habitat Partnership (ACFHP) website at: <http://www.atlanticfishhabitat.org/acfhpfunding/> to ensure that you correctly complete the application form.

**I. Cover Page:**

- A. Project Title
- B. Project Location (State, County, City, Congressional District)
- C. ACFHP Subregion
- D. Applicant Information
  - i. Name of Organization
  - ii. Executive Director
  - iii. Address of Organization
  - iv. Phone
  - v. Fax
  - vi. E-mail
  - vii. Congressional district of applicant
  - viii. DUNS number and TIN
- E. Project Contact
  - i. Lead Project Officer and Title (if different from above)
  - ii. Alternate contacts (if appropriate)
  - iii. Address (if different from above)
  - iv. Phone (if different from above)
  - v. Fax (if different from above)
  - vi. Email (if different from above)
- F. USFWS Coordination Information
  - i. Date coordination began and USFWS involvement
    - process grant/coop agreement
    - assist with permit applications
    - assist with project design
    - provide heavy equipment operators
    - provide engineer plans
    - pre and post project monitoring
  - ii. FONS Database Project Number (obtained from USFWS contact)
  - iii. USFWS Fisheries Sponsoring Office
  - iv. Name of USFWS contact
  - v. Address
  - vi. Phone
  - vii. Email
- G. Funding Information
  - i. Funding being sought for:  Construction,  Design,  Planning,  Monitoring,  Outreach

- ii. Funding amount requested
- iii. Total cost of the project
- iv. Total Federal Matching
- v. Total Non-Federal Matching

**II. Project Eligibility** (please answer 'yes' or 'no' to the following):

- A. Are the actions proposed mandated by a regulatory program, court order or decree?
- B. Will any amount of the requested funds be applied to previous expenditures?
- C. Will the requested funds be used for realty costs associated with the project?
- D. Will the requested funds be used for operation or maintenance of facilities?
- E. Is the project primarily a research study?
- F. Will the requested funds be used for incentive payments (Annual payments to encourage participation (e.g. some NRCS Farm Bill programs))?

**III. Project Description and Scope of Work:**

- A. Project description (max characters: 500)
- B. Importance of the project to the resource (max characters: 350)
- C. Problem and specific cause of the problem (max characters: 350)
- D. The objective of the project with reference to the problem (max characters: 350)
- E. Proposed methods (max characters: 350)
- F. Additional Information (no character limits)
  - a. Technical Design
  - b. Permits
  - c. Pre- and post-project monitoring
  - d. Outreach

**IV. Landscape Description of the Project:**

- A. Provide **one** map of the project area
- B. Provide the GPS coordinates for the project using UTM NAD 83
- C. Provide one digital picture of the project area
- D. If applicable, describe how this project will reduce the impacts of climate change on fish or aquatic wildlife habitat

**V. Evaluation Questions:**

- A. Does the project support or address an ACFHP Subregional Priority Habitat?
- B. Does the project support or address an ACFHP fish habitat but not one that is a Priority for the Subregion in which this project resides?

- C. Does the project address one or more of the ACFHP Habitat Protection or Restoration Objectives?
- D. Is the project located in a priority area identified in an approved state or federal management plan?
- E. How will the project address a root cause and contribute to a long-term, self sustaining solution to the problem(s) described above?
- F. Does the project address the habitat needs of trust species?
- G. Are there direct social or economic benefits of the project? If so, please describe those benefits.

**VI. Qualifications** (not to exceed 1 page total):

**VII. Budget Table** (the budget table below is an example, please add/change line items as needed):

<b>Item</b>	<b>Total Cost</b>	<b>NFHP Requested Funds</b>	<b>Partner Funding</b>
<b>Coordination</b>			
Travel	\$1,500		\$1,500
Project Coordinator Salary to Monitor Contracts	\$3,000		\$3,000
Outreach/Education	\$1,000		\$1,000
<b>Contracted Services</b>			
Heavy Equipment Rental and Operation	\$15,000	\$5,000	\$10,000
Contractual Labor	\$30,000	\$17,000	\$13,000
Design and Permitting	\$1,000		\$1,000
<b>Monitoring</b>			
Pre- and post- project physical and biological monitoring	\$5,000	\$5,000	
<b>Total Costs</b>	<b>\$56,500</b>	<b>\$27,000</b>	<b>\$29,500</b>

**VIII. Partners** (the partner table below is an example, please add/change line items as needed (e.g. Maryland DNR instead of State Agency)):

<b>Project Partner</b>	<b>Amount</b>	<b>Cash/In-Kind</b>	<b>Federal or Non-Federal</b>	<b>Pending/Received</b>
State Agency	\$10,000	Cash	Non-Federal	received
XYZ Foundation	\$1,500	In-Kind	Non-Federal	pending
Federal Agency	\$15,000	Cash	Federal	received
Watershed Association	\$3,000	In-kind	Non-Federal	pending
<b>Total</b>	<b>\$29,500</b>			

**IX. Timeline of Project Activities** (the table below is an example, please add/change line items as needed):

<b>Project Activity</b>	<b>Anticipated Dates of Implementation</b>
Project design	January 15-March 30, 20xx
Permitting process	February 25-June 1, 20xx
Pre-project monitoring	5 events, March 15-May15, 20xx
Construction	July 1-July 15, 20xx
ACFHP/USFWS Annual Report	January 15, 20xx
Post-project monitoring	1 year, beginning January 20xx