

National Fish Habitat Action Plan

Atlantic Coastal Fish Habitat Partnership

FY2016 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.

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

I. 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))?

II. 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

III. 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

IV. 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 the project is located?

- C. Does the project address one or more of the ACFHP Habitat Protection or Habitat Restoration Objectives described in the draft conservation strategy?
- D. Is the project located in a priority area identified in an approved state or federal management plan?
- E. 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.
- H. What is the rank of the project's priority in the decision support tool?

V. Qualifications (not to exceed 1 page total):

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

Item	Total Cost	NFHP Requested Funds	Partner Funding
Coordination			
Travel	\$1,500		\$1,500
Project Coordinator Salary to Monitor Contracts	\$3,000		\$3,000
Outreach/Education	\$1,000		\$1,000
Contracted Services			
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
Monitoring			
Pre- and post- project physical and biological monitoring	\$5,000	\$5,000	
Total Costs	\$56,500	\$27,000	\$29,500

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

Project Partner	Amount	Cash/In-Kind	Federal or Non-Federal	Pending/Received
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
Total	\$29,500			

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

Project Activity	Anticipated Dates of Implementation
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