FY 2027-28 California State Duck Stamp
Funding Application Template

Keep the habitat project submittal to a maximum of three pages in length, including budget. If you have any other questions, please contact the grant administrator as identified on the Request for Proposal.

Project Title With Landowner Name:

Applicant Contact Information: Organization, name, phone, e-mail

***Area Contact Information if habitat project*:** Land-owner/Organization, phone, e-mail

Issue/Problem Statement: Explain the issue or problem, succinctly.

Project Description (provide acres if habitat project): Describe the work that will be performed, addressing the issue above.

- *The description must include the predominant habitat type (e.g. permanent, semi-permanent, seasonal and upland) that the unit will function as, and timing/duration of flooding.*
- *Every budget item needs to be described in the project description.*
- *All water conveyance items need to be described with type, size, length, etc.*

Expected Benefits: Summarize; include habitat type acres directly benefiting from work.

Itemized Budget: Include separate line items for the following budget categories: Personnel, Operating Expense, Subcontractor Items and Overhead (6% maximum). Example:

Line Item Budget for <Insert Project Name>	**Project Totals**
Personnel	
Staff Title (Provide hourly or salary rate by classification)	$
Staff Benefits @ %	$
Operating Expenses and Equipment, by Subcontractor	
Materials: units needed and cost per unit or type/size of water structure, etc.	
Travel: per diem, lodging, mileage	$
Equipment: units needed and cost per unit/duration	$
Overhead (@ 6%) or	$
Total Project Cost	**$**

Map – black and white, 8 ½ x 11