

Research Regarding Predation on Threatened and/or Endangered Species in the Delta, Sacramento and San Joaquin Watersheds Proposal Solicitation Package



2014/2015

Proposal Solicitation Package (PSP) Synopsis

The California Department of Fish and Wildlife (CDFW) is seeking projects that will achieve objectives for ecosystem restoration in the Delta, and the watersheds of the Sacramento and San Joaquin Rivers that are consistent with the following:

- [Ecosystem Restoration Program Conservation Strategy for Restoration of the Sacramento – San Joaquin Delta, Sacramento Valley and San Joaquin Valley Regions.](#)
- [NOAA's National Marine Fisheries Service \(NMFS\) Final Recovery Plan for ESA-listed Central Valley Chinook Salmon and Steelhead.](#)
- [Delta Plan](#)

The geographic area of interest includes the Delta and the anadromous reaches of the Sacramento River and San Joaquin River watersheds (Figure 1 and 2).

Specifically, the CDFW is soliciting proposals focused on research projects regarding predation on one or more fish species listed under the federal and/or California Endangered Species Acts. The results of the research will improve understanding of predator prey relationships and be considered in adaptively managed efforts to reduce predation effects on populations of listed species and aid in their recovery.

Award Information

- Anticipated type of award: Grant
- Amount of total funding: \$1 million
- Length of funding: Up to 3 years
- Submission of a publication-worthy final report (including: summary, introduction, materials and methods, results, conclusions, literature cited, and appendices including at least tables of all data collected, metadata, etc.)

Eligibility Information

To be eligible, a research project must:

1. Present an experimental design that
 - a. Tests explicit alternative hypotheses about the role(s) of predation as it may affect the demographic status and trends of one or more of the Bay-Delta listed species
 - b. Sample across salient spatial and temporal gradients in the Delta and/or the anadromous waters of the Sacramento River and San Joaquin River watersheds and
2. Not direct funding to an activity or activities that CDFW or any consortium with which CDFW is affiliated is already undertaking or obligated to undertake.

Deadline

Proposals are due November 10, 2014.

Contacts

CDFW Grant Opportunities website: www.wildlife.ca.gov/Explore/Grant-Opportunities. Proposal Submittal Process Helpline: (916) 445-0604

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I. Introduction

A. Background of this Proposal Solicitation Package (PSP)

Purpose of PSP

This PSP serves two main purposes: 1) to help you determine whether you want to apply for a grant, and 2) to guide you through the proposal process, including submittal, review, approval, and executed grant agreement.

Background

CDFW, the Delta Science Program and NMFS held a state of the science workshop on fish predation on Central Valley salmonids in the Bay-Delta watershed in July 2013. The purpose was to have an independent panel of experts summarize the current state of knowledge on predation of Central Valley salmonids by other fish. The workshop sponsors provided the panel with written material and a full day of oral presentations to assist with their evaluation and response to the charge document developed by agency stakeholders with input from a diverse group of other interested stakeholders. This information clarified our current understanding of the role of fish predation on salmonids and associated factors in salmonid life history for policy decisions focused on improving Central Valley salmonid populations. The Panel also identified existing data and science gaps and a framework for research to support future management decisions.

CDFW has allocated \$1 million to support research regarding predation on fish species listed under the federal and/or California Endangered Species Acts. The intent is to consider the results of funded research to support an adaptive management plan to guide modification of angling regulations to reduce predation, and the demographic effects of predation, on listed species.

Development of this PSP

To accelerate the review process and maximize the use of available funds, CDFW has developed a focused set of priorities. Priorities (see Section II, subsection B) were considered in the context of currently and previously funded projects. An additional consideration was the minimum two- to three- year period for most research projects to yield useful products or results. CDFW stresses the integration and synthesis of available information, models, and interdisciplinary approaches when developing annual Program Plans.

Guiding Documents

The following are some specific documents that may be helpful in developing proposals. Applicants are encouraged to refer to the following:

- [Ecosystem Restoration Program Conservation Strategy for Restoration of the Sacramento – San Joaquin Delta, Sacramento Valley and San Joaquin Valley Regions](#)
- [State of the Science Workshop on Fish Predation on Central Valley Salmonids in the Bay-Delta Watershed](#)
- [NOAA's National Marine Fisheries Service \(NMFS\) Final Recovery Plan for ESA-listed Central Valley Chinook Salmon and Steelhead](#)
- [The Delta Plan](#)

B. Funding for this PSP

The granting of funds will depend on fund availability. The CDFW has approximately \$1 million available. Funding is expected from the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, also known as Proposition 84.

II. Priorities of this Proposal Solicitation Package (PSP)

A. Introduction to Priorities

The focused priorities were drawn from the fish predation workshop final report, the ERP Conservation Strategy and the Independent Scientific Review Panel recommendations. The geographic area of interest is the estuarine and anadromous reaches of the Bay-Delta (Figure 1 and 2).

As a condition of funding, researchers must issue a publication-worthy final report at the conclusion of the grant term. The final report must include the following sections: summary, introduction, materials and methods, results, conclusions, literature cited, and appendices including at least tables of all data collected, metadata, etc.

Interdisciplinary Projects

Interdisciplinary projects are crucial to extract the knowledge needed for managers to answer extremely complex questions about the Bay-Delta system, whose issues are inherently interconnected across multiple disciplines of study. Additionally, from a programmatic standpoint, interdisciplinary projects typically meet multiple CDFW needs.

Analysis, Integration and Synthesis of Existing Information

The Bay-Delta system has a long history of monitoring and research that has resulted in a wealth of accessible information. However, much of this information remains only partially analyzed. A very cost-effective way to provide resource managers and policy-makers needed information is to analyze, integrate, and synthesize existing information across data-sets in new ways, and apply that knowledge to support a proposed action.

Collaborative Proposals

CDFW encourages applicants from different institutions to work together on proposals. Collaborative approaches have been identified as a means of strengthening communication among different institutions; this communication can last well beyond the course of a single study and lead to further collaborative projects. Collaborative proposals typically involve applicants and institutions with different strengths and expertise, resulting in stronger interdisciplinary projects.

Matching Funds

CDFW has limited funds, proposals that can demonstrate they will use other funding sources (matching funds, cost sharing, in kind services, etc.) to leverage CDFW funds will have a greater likelihood of being selected over other proposals that do not have matching funds.

B. Priorities

Research that establishes hypotheses on predator-prey interactions and demonstrates how the results of the study will lead to improved management of predators is encouraged.

The CDFW will consider proposals representing a broad spectrum of approaches and emphases, but the following are topic areas and issues of particular interest:

- Research into fish-on-fish predation, especially predator-prey interactions between non-native sport fishes and one or more fish species listed under the Federal Endangered Species Act and/or the California Endangered Species Act.
 - Obtain spatially and temporally explicit, Delta-wide estimates of predation risk for juvenile salmonids, smelt, and other listed species
 - Quantify the percent of the prey population (by species and origin) consumed by predators. This might be done in areas that are hypothesized "hotspots" as well as in "normal locations"
- Research that furthers understanding of factors (e.g. habitat modification, water management, turbidity, temperature, submerged aquatic vegetation, hatchery operations, etc.) that substantially alter predation rates, predator and prey distribution, and predator abundance
 - Hydrological processes and their effects on fish behavior around predation hotspots
 - Estimates for the cumulative effects of physical and chemical stressors during migration through the lower rivers and Delta
- Research in an experimental frame that tests explicit hypotheses about the effects of predation on listed and other desired fishes
 - Behaviors and strategies associated with predation by other fish
- Research using information from the Delta ecosystem and considering extant models about listed fishes and the factors (physical and biotic) that affect them
- Research providing guidance for the management of threatened or endangered fishes and their habitats, especially guidance with clear application to predation reduction

III. Proposal Application Submission Procedures

A. Overview

Application forms must be thoroughly and accurately complete and follow the prescribed format for the proposal document. Before applying, please make sure you and your proposed project are eligible to receive funds by carefully reviewing the information below. If you need assistance, please contact the helpline at 916-445-0604.

B. Eligibility

To be eligible, a research project must:

1. Present an experimental design that
 - a. Tests explicit alternative hypotheses about the role(s) of species
 - b. Samples across salient spatial and temporal gradients in the Delta and/or the anadromous waters of the Sacramento River and San Joaquin River watersheds and
2. Not direct funding to an activity or activities that CDFW or any consortium with which CDFW is affiliated is already undertaking or obligated to undertake.

Eligible entities are limited to public agencies, universities, Native American Indian Tribes, and nonprofit organizations. Grant proposals from private individuals or for-profit enterprises will not be accepted. Private individuals and for-profit enterprises interested in submitting proposals are encouraged to work with public agencies, universities, Native American Indian Tribes, and nonprofit organizations. The applicant organization must agree to the CDFW Grant Conditions (Appendix C).

Proposals will not be accepted for projects that are required as mitigation under the California Environmental Quality Act (CEQA), the California Endangered Species Act (CESA), the National Environmental Policy Act (NEPA), or Section 404 of the Clean Water Act (CWA).

C. General Guidelines

Proposals submitted must be in full compliance with all stated requirements in this PSP. Forms used in this PSP as well as any changes to the proposal application submission process will be posted as soon as possible on the PSP website at: www.wildlife.ca.gov/Explore/Grant-Opportunities.

D. Proposal Due Date

Proposals are due November 10, 2014. Any change in this will be posted on the website noted above. You must provide one paper copy of each proposal and one copy electronically (CD, flash drive, etc.) in Microsoft Word, Rich Text Format (RTF), and/or Portable Document Format (PDF).

The proposal text should be no more than 20 pages, excluding literature cited, on plain white paper. Each page of the proposal must be numbered in sequential order. Each map, photograph, figure, or table needs to be individually numbered and clearly titled. Double-sided pages are encouraged. Do not bind proposals in plastic,

cover stock, folders, or any other binding. Simply staple each plain-paper proposal copy once in the upper left corner. If applicable, include GIS file(s) in the form of a shapefile or file geodatabase of the individual research boundaries. Polygon files are preferred. Some projects/sites may be more effectively described by points, or a combination of points and polygons; in that case, a point file may also be submitted.

Large files sometimes cannot be viewed readily by reviewers or others who lack high-speed Internet connections. Please keep file size manageable. Do not include transmittal letters or letters of support or recommendation with your proposal package. Proposals for this Predation PSP shall be sent or delivered to:

Predation Research PSP
CA Department of Fish and Wildlife
Water Branch
830 "S" Street
Sacramento, CA 95811

Refer to Appendix A for all CDFW application requirements. A complete proposal package will include:

- Section 1: Summary Information
- Section 2: Location Information
- Section 3: Landowners, Acres, and Permits
- Section 4: Project Objectives
- Section 5: Conflict of Interest
- Section 6: Project Tasks and Results Outlines
- Section 7: Project Budget

E. Project Description

Project proposals must include a detailed description that:

- Identifies the issue(s), problem(s), question(s) or critical unknown(s) that the proposed effort is designed to address;
- Identifies the project goals, objectives, and how they relate to the issue(s), problem(s), question(s) or critical unknown(s) the project proposes to address;
- States where the proposed project is located, what work is being proposed, how the work will be done, and when the work will be done;
- States hypothesis the project will be testing to achieve project goals and objectives;
- Describes relevant studies or other information that documents the problem(s) and unknowns, substantiates the goals and objectives, and includes the ways this problem has been addressed locally and elsewhere.

Project proposals must include a clear list of the products and a clear list of quantifiable expected results (See Appendix A, Section 6). Lists of proposed activities without descriptive narrative do not constitute sufficient detail.

F. Project Budget

Project proposals must include a detailed line item budget broken down in as many as three categories: Personnel Services, Operating Expense, and Administrative Overhead (as described in Appendix A). Line item expenditures in each category should include cost detail (i.e. unit costs, etc.) whenever possible. Large, undefined lump sums in the budget will be considered inadequate and will limit the ability of reviewers to evaluate the proposed project. During the scoring and evaluation review, CDFW will perform a cost analysis using the detailed project description. The budget must identify the amount being requested from CDFW, the applicants matching funds or services and the total cost for each line item.

Applicants must justify project costs in the project description. Project cost analysis will be based on costs for similar projects that have been implemented.

The budgets should include matching funds as shown in the examples and instructions (Appendix A).

Any equipment approved under this PSP shall remain the property of the State of California. Final disposition of equipment purchased under an agreement shall be at the State's discretion. For agreement purposes, equipment is defined as all moveable articles of non-expendable property that has:

- A normal useful life including extended life due to repairs of 4 years or more;
- An identity which does not change with use (i.e. it is not consumed by use or converted by fabrication into some other form of property). A unit cost of \$5,000.00 or more; and used to conduct business in accordance with the agreement.

G. Funding Approval Submissions

After applicants are notified of funding awards, an agreement will be prepared and executed. Special requirements for various agreements are explained below. The applicable forms described in this section are for informational purposes only. Do not submit these forms in your proposal. When applicants are notified that their project has been approved for funding, they shall be required to complete, sign, and return the forms provided if not already on file.

Resolution of project approval - If the applicant is a public entity that has a governing body, then a resolution, order, motion, or ordinance of the local governing body, which by law has authority to enter into the proposed project, will be a requirement of entering into an agreement. It is suggested that the governing body be made aware of the proposal and be prepared to submit the resolution when returning the signed agreement. Nonprofit organizations do not fall into this category.

Federal Taxpayer ID Number

Final Landowner Agreements will be required for easements, habitat restoration (lowland floodplains and bypasses, riparian habitat, river channel restoration, shallow water and marsh habitat, upland habitat and wildlife friendly agriculture), fish

passage, and fish screens projects. Agreements must include reasonable access by CDFW or its agents for project implementation, inspection, maintenance, monitoring, of the project. Additional landowner agreement requirements apply. Sample landowner agreements can be found in Appendix B.

[Nondiscrimination Compliance Statement form](#) (STD. 19) will be required for grants of \$5,000.00 or more per Title 2, California Code of Regulations, Section 8113. Federal and State agencies and public entities are excluded from this requirement.

[Drug-Free Workplace Certification](#) (STD. 21) will be required for all grants regardless of grant dollar amount. Federal and State agencies and public entities are excluded from this requirement.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (Federal Form CE-512) will be required for grants awarded using federal dollars in amounts exceeding \$100,000.

H. Collaborative Proposals

Grant agreements will be made with only one eligible lead applicant, so the proposal needs to clearly state which applicant will sign the agreement. The lead applicant will be responsible for payments, reporting, and accounting. Other collaborators in the project will typically be subcontractors to the lead applicant but should be clearly identified, if known, in the application forms and proposal document. You must document that the lead institution will be able to execute all subcontracts in a timely manner. Your proposal must explain how the collaboration will work, including how decision-making authority and liability is to be allocated. Your proposal must also identify the tasks or sub-tasks that will be performed by the different entities. The names of known subcontractors must be identified. When subcontractors are identified, explain briefly how they were selected, and why. You should include the estimated costs of subcontract work and any costs for managing subcontractors in your proposal.

If subcontractors and/or subconsultants are not identified in the proposal, applicants are required by the State of California rules and regulations to competitively bid all consultant and subconsultant services performed under each agreement. Subcontractor costs exceeding a quarter of the total project budget should be fully explained and clearly justified.

I. Environmental Compliance

All activities funded under this solicitation must be in compliance with all applicable State and federal laws and regulations, including the National Environmental Policy Act (NEPA), the California Environmental Quality Act (CEQA), and other environmental permitting requirements. Funding is contingent upon compliance. Project compliance is the responsibility of the project proponent, and proposals may include in their budgets the funding necessary for compliance tasks. It typically requires 6 to 12 months to obtain permits for activities such as sampling for organisms that might include endangered species, so it is critical to begin the process for acquiring the needed permits well before the intended project start date. Permits must be issued to the applicant organization for work specific to the

applicant's proposal. Permits transferred from other programs or projects are not acceptable under this PSP. Grant managers will be conducting audits of regulatory compliance during the period of performance and may freeze payments on invoices and/or require grant funds to be repaid if proponents have not met legal requirements.

It is the responsibility of the applicant to comply with all applicable laws and regulations for their projects, including the applicant's institutional requirements for selection of subcontractors. CDFW does not have the staff to assist each applicant with their particular needs. Please use the CDFW regional offices or appropriate regulatory agencies where your project is located for assistance.

J. Confidentiality and Conflict of Interest

Applicants should be aware that the titles and executive summaries of all proposals will be available for viewing on the CDFW Grants Opportunities website shortly after the solicitation has closed. Comments from all levels of the review process will also be posted on the website and distributed as part of the public comment process. The complete text of all funded proposals will be posted on the CDFW Grants Opportunities website. By submitting a proposal, the applicant agrees to waive any right to confidentiality of the proposal¹.

Both applicants and individuals who participate in reviews of submitted proposals are bound to State and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for this PSP or who will participate in any part of the grant development and negotiation process on behalf of the public is ineligible to receive funds or personally benefit from funds awarded through this PSP. Individuals who have participated in development of this PSP should not submit proposals. Scientific reviewers and individuals participating in review panels are also subject to the same conflict of interest laws. Proposals may be reviewed and discussed by members of the public under public disclosure requirements. Applicants should also be aware that certain State and federal agencies may submit proposals that will compete for funding. Employees of State and federal agencies may participate in the review process as scientific/technical reviewers but are subject to the same State and federal conflict of interest laws.

To help CDFW manage potential conflicts, applicants should complete the CDFW Grant Application Section 5 Conflict of Interest (Appendix A) to fully disclose individuals who participated in writing or who will benefit from the project if funded. Individuals who have participated in development of this PSP should not submit proposals.²

¹ Although CDFW will not post proposal documents for unfunded proposals on their website, all submitted proposals, whether funded or not, are considered public documents and are subject to disclosure under California law.

² Failure to comply with these laws, including business and financial disclosure provisions, will result in the proposal being rejected and/or any subsequent grant being declared void. Before submitting a proposal, applicants are urged to seek legal counsel regarding potential conflict of interest concerns that they may have and requirements for disclosure. Applicable California statutes include (i.e., are not limited to) Government Code Section 1090 and Public Contract Code Sections 10365.5, 10410, and 10411.

IV. Proposal Review and Selection

A. Review Process Summary and Schedule

All completed proposals received will undergo administrative review, external scientific review, and review and final selection by an independent scientific review panel (Panel). Funding recommendations and reviews will be made available for public comment through the CDFW Grants Opportunities website. Following public comment, the Independent Scientific Review Panel will approve projects for final award selection. Finally, CDFW will prepare grant agreements for approved projects. Grant agreements typically require 60-90 days to prepare.

B. Administrative Review

CDFW will conduct an initial review of proposals to ensure the following:

- all proposal components have been completed, including all application forms and associated documents including the proposal document and detailed budget (Appendix A)
- proposals are from eligible applicants
- proposals are responsive to the solicitation's priorities
- applicants have an acceptable past performance, including effective management of grants previously received from CDFW
- linkages with other restoration activities in that region, such as ongoing implementation projects, watershed or regional planning efforts
- feasibility based on local circumstances (e.g., are there local constraints on the project's ability to move forward in a timely and successful manner?)
- local involvement, such as participation by landowners, local agencies, and other community organizations

C. External Scientific Review

Independent external reviewers will be selected to review each proposal based on their expertise in the subject areas of the proposal. The reviewers will evaluate submissions using a set of criteria that combines classic scientific review questions and elements designed by CDFW and approved by the Panel to address common issues. The subject experts will also make overall recommendations as to whether proposals are superior, above average, sufficient, or inadequate, and explain their recommendations. The external scientific reviewers will thoroughly explain their reviews and base them on the following criteria:

Project Purpose

- Are the goals, objectives, hypotheses, and questions clearly stated and internally consistent?
- Does the proposal link with other restoration activities in that region, such as ongoing implementation projects, watershed or regional planning efforts?
- Is the idea timely and important? Is the study justified relative to existing knowledge?
- Are results likely to add to the base of knowledge? Is the project likely to generate novel information, methodology, or approaches?

Background

- If a conceptual model is being developed is it clearly stated in the proposal and does it explain the underlying basis for the proposed work?
- Is other information needed to understand the basis for the proposed work included and well documented?

Approach

- Is the approach well designed and appropriate for meeting the objectives of the project?
- Is it clear who will be performing management tasks and administration of the project, and are resources set aside to do so?
- Are products of value likely from the project? Is there a plan for widespread and effective dissemination of information gained from the project? Are contributions to larger data management systems relevant and considered?

Feasibility

- Is the approach fully documented and technically feasible?
- What is the likelihood of success?
- Is the scale of the project consistent with the objectives and within the grasp of the authors?

Relevance to this PSP

- Does the proposal clearly and directly address one or more of the priorities?
- How well does the proposal address the priorities stated in the PSP?
- Does the proposal possess characteristics stated in the PSP such as integration, syntheses, and use of existing information, collaborations, or multiple disciplines?
- Will the information ultimately be useful to resource managers and policy-makers?
- Overall Evaluation Summary Rating

A brief explanation of a summary rating

D. Independent Scientific Review Panel (Panel)

One or more research projects will be selected by the Panel upon approval by three out of five Panel members to receive funding. The Panel will review recommendations of subject experts whose expertise spans the range of issues covered by the submitted proposals. The Panel will consider all reviewer comments in their overall evaluation of the proposals. The result of these discussions will be a panel rating of superior, above average, sufficient, or inadequate, along with clear evaluation statements. The Panel's funding recommendations will be based on the quality of the proposal, its ability to meet the PSP priorities, and the amount of available funds. The Panel may also recommend additional conditions for funding which may result in modifications of tasks and products. Funding recommendations

and reviews may be made available for public comment. Proposals rated inadequate by the panel will not be funded. Following public comment, the Panel will select projects for final award approval.

E. Signed Grant Agreements

The process of finalizing grant agreements will begin as soon as the release of funds is awarded by CDFW. Depending on the complexity of each project, it will likely take three to six months to develop and finalize the grant agreements for successful proposals. Applicants should not commence work on their projects until funding is approved/secured and agreements are fully executed. Work performed prior to the full execution of a funding agreement is done at the risk of the applicant and without expectation of reimbursement and is considered voluntary. General conditions for grants are provided in Appendix C (Note that some modifications may be made prior to awarding).

F. Timeline

Proposals due: November 10, 2014
Administrative Review process - 1 month
External and Panels review - 2 month
Contract Processing - 3 month
Award grants: Spring- Summer 2015

Figure 2. The Delta

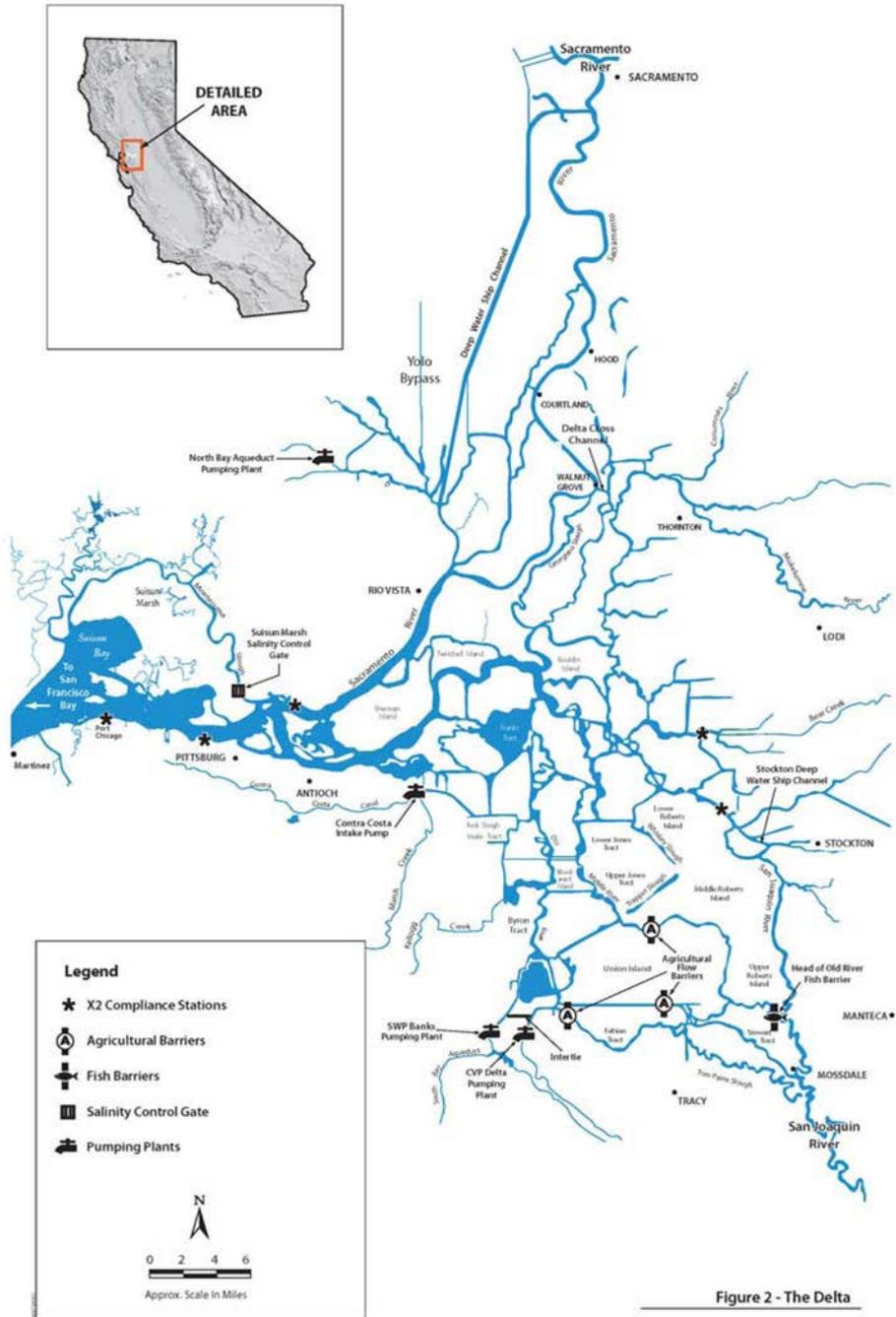


Figure 2 - The Delta

APPENDIX A:

PROPOSAL SOLICITATION PACKAGE APPLICATION

Proposal Solicitation Package Application Form

Section 1: Summary Information.....	A1
Section 2: Location Information	A3
Section 3: Landowners, Access and Permits.....	A4
Section 4: Project Objectives Outline.....	A5
Section 5: Conflict of Interest.....	A6
Section 6: Project Tasks and Results Outline.....	A7
Section 7: Project Budget	A10

Proposal Solicitation Package Application Form Instructions

Section 1: Summary Information.....	A12
Section 2: Location Information	A14
Section 3: Landowners, Access and Permits.....	A15
Section 4: Project Objectives	A16
Section 5: Conflict of Interest.....	A17
Section 6: Project Tasks and Results Outline.....	A18
Section 7: Project Budget	A20

Proposal Solicitation Application Form

For CDFW use only	
Proposal No.	Region

Section 1: Summary Information

Please complete the following sections. Use additional pages if necessary.

1. Project title:	
2. Applicant name:	
3. Contact person:	
4. Address:	
5. City, State, Zip:	
6. Telephone #:	
7. Fax #:	
8. Email address:	
9. Agency Type:	Federal Agency <input type="checkbox"/> State Agency <input type="checkbox"/> Local Agency <input type="checkbox"/> Nonprofit Organization <input type="checkbox"/> University <input type="checkbox"/> Native American Indian Tribe <input type="checkbox"/>
10. Certified nonprofit organization:	Yes <input type="checkbox"/> No <input type="checkbox"/>
11. New grantee:	Yes <input type="checkbox"/> No <input type="checkbox"/>
12. Amount requested:	
13. Total project cost:	

Proposal Solicitation Application Form

14. At-Risk species benefited:	
15. Project objectives:	
16. Time frame:	

Proposal Solicitation Application Form

Section 2: Location Information

Please complete the following sections. Use additional pages if necessary

1. Township, Range, Section: and the 7.5 USGS Quad map name.	
2. Latitude, Longitude (in decimal degrees, Geographic, NAD83):	
3. Location description:	
4. County(ies):	
5. Directions:	
6. Watershed Plan(s):	
7. Project area:	
8. Land use statement:	
9. Project area ownership:	% Private_____ % State_____ % Federal_____ <i>Enter ownership percentages by type of ownership.</i>
10. Project area with landowners support of proposal:	

Proposal Solicitation Application Form

Section 3: Landowners, Access and Permits

Please complete the following sections. Use additional pages if necessary.

1. Landowners Granting Access for Project: (Please attach provisional access agreement[s])

2. Owner Interest:

3. Permits:

4. Lead CEQA agency:

5. Required mitigation: Yes No If yes, please explain:

Proposal Solicitation Application Form

Section 4: Project Objectives Outline

Please complete the following sections. Use additional pages if necessary.

1. List task information:

2. Additional objectives:

3. Sources of above information:

Proposal Solicitation Application Form

Section 5: Conflict of Interest

To assist CDFW staff in managing potential conflicts of interest as part of the review and selection process, we are requesting applicants to provide information on who will directly benefit if your proposal is funded. Please provide the names of individuals who fall in the following categories:

- Persons listed in the proposal, who wrote the proposal, will be performing the tasks listed in the proposal, or who will benefit financially if the proposal is funded; and/or
- Subcontractors listed in the proposal, who will perform tasks listed in the proposal, or will benefit financially if the proposal is funded.

Primary Contact for Proposal:	
Primary Investigator:	
Co-Primary Investigator:	
Supporting Staff:	
Subcontractor(s):	

Provide the list of names and organizations of all individuals not listed in the proposal who helped with proposal development along with any comments.

Last Name	First Name	Organization	Role

Proposal Solicitation Application Form

Section 6: Project Tasks and Results Outline

Please complete the following sections. Use additional pages if necessary.

1. Detailed project description: (Please attach additional pages if necessary)

2. Background and conceptual models:

3. Approach and scope of work: (Please attach additional pages if necessary)

Proposal Solicitation Application Form

4. Products:

5. Feasibility:

6. Relevance to this PSP:

7. Expected Quantitative results (project summary):

Proposal Solicitation Application Form

8. Other products and results:

9. Qualifications:

10. Literature cited:

Proposal Solicitation Application Form

Section 7: Project Budget

1. Detailed Project Budget (Excel spreadsheets can be used)

Project Title			
PERSONAL SERVICES			Totals
<u>Staff Title</u>	Number of Hours	Hourly Rate	
Subtotal			
Staff Benefits @ _____%			
TOTAL PERSONAL SERVICES			
OPERATING EXPENSES			
Materials/ Office Supplies			
Printing and Duplicating			
General Expense			
Travel and Per Diem			
Training			
Other (Please specify)			
Supplies			
Equipment			
Subcontractor A			
Subcontractor B			
Subcontractor C			
TOTAL OPERATING EXPENSES			
SUBTOTAL PERSONAL SERVICES + OPERATING EXPENSES			
OVERHEAD @ % (Less Equipment)			
GRAND TOTAL			

Proposal Solicitation Application Form

2. Budget justification:

3. Administrative overhead:

Proposal Solicitation Application Form Instructions

All of the fields in the application form are required for all projects, except where specifically noted. Any supplementary information must be included at the end of this application. For forms and examples, please see [Appendix B](#).

To check a box, right click on the box and highlight "Properties." Click on the circle next to "Checked." Click "OK."

Section 1: Summary Information

1. **Project Title:**

Brief descriptive of title. 72 characters maximum including punctuations and spaces.

2. **Applicant name:**

Name of organization or agency applying for grant.

3. **Contact person:**

Lead person to be contacted regarding project.

4. **Address:**

Street or P.O. Box for mail to both project contact and agreement signatory.

5. **City, State, Zip:**

Indicate grantee City, State, Zip for mail to both project contact and agreement signatory.

6. **Telephone #:**

Primary telephone number to reach contact person including area code.

7. **Fax #:**

Primary FAX number for contact person including area code.

8. **Email address:**

Primary email address for contact person.

9. **Agency Type:**

Check box to indicate agency type.

10. **Certified nonprofit organization:**

Check box to indicate if organization is a Certified Nonprofit. If yes, specify the nonprofit organization registration number. For more information please visit: <http://www.dgs.ca.gov/pd/Programs/OSDS/Nonprofit.aspx>.

Proposal Solicitation Application Form Instructions

11. New grantee:

Indicate whether or not agency has previously entered into agreements with the Ecosystem Restoration Program.

12. Amount requested:

Amount requested from CDFW, from detailed budget.

13. Total project cost:

Sum of amount requested plus all cost share funds and services, from detailed budget.

14. At-Risk species benefited:

Refer to the Multi-Species Conservation Strategy for list of at-risk species. This document is located at the following link: <https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=5060>.

15. Project objectives:

Summarize specific measureable project objectives and expected results in a few sentences.

16. Time frame:

Provide estimated time line for the project from initiation to completion.

Proposal Solicitation Application Form Instructions

Section 2: Location Information

1. **Township, Range, Section and the 7.5 USGS**

*Please provide exact project location, using multiple coordinates and **include the names of 7.5 USGS quad maps.***

2. **Latitude, Longitude (in decimal degrees, Geographic, NAD83):**

Please provide exact project location, including a separate GIS file if necessary.

3. **Location description:**

Provide a general description of the project location and the nature of the work site (provide drawings and maps where appropriate).

4. **County(ies):**

Name all counties in which the project work will take place.

5. **Directions:**

Provide directions to the project site, with needed landowner contacts and gate information.

6. **Watershed Plan(s):**

List any watershed plan(s) in which the proposed project is recommended. Copies of the plan(s) must be available upon request.

7. **Project Area:**

Size of project in acres or river miles by width in feet.

8. **Land use statement:**

Describe current and anticipated future (next 5 years) land uses in the watershed.

9. **Project area ownership:**

Enter ownership percentages by type of ownership.

10. **Project area with landowners support of proposal:**

Provide information that landowner contact has been made and that your proposal has their support.

Proposal Solicitation Application Form Instructions

Section 3: Landowners, Access and Permits

1. **Landowners granting access for project: (Please attach landowner provisional access agreement[s]):**

List and reference attached access agreements. Also map ownerships on attached project maps and diagrams. See sample forms in PSP [Appendix B](#).

2. **Owner interest:**

Easement, Title, Rent/Lease (parcel numbers and acres)

3. **Permits:**

List all government permits known to be needed to complete project. Have any of the needed permits been secured?

4. **Lead CEQA agency:**

Lead CEQA agency for project, ([PSP Part III I. Environmental Compliance](#)).

5. **Required mitigation:**

Is the work in the proposed project required as mitigation pursuant to CEQA or other authority? ([See PSP Part III I. Environmental Compliance](#)) Check and explain if yes.

Proposal Solicitation Application Form Instructions

Section 4: Project Objectives

1. List task information:

*List primary task by priority from **PSP Part II B, Priorities**. Specifically identify how the proposal's objectives will successfully address the priority identified above.*

2. Additional objectives:

Describe how the proposal's objectives will successfully address the Goals, Conservation Priorities and Objectives of the Guiding documents from PSP Part I B, Guiding Documents.

Describe any additional objectives not described above.

3. Source(s) of above information:

List references.

Proposal Solicitation Application Form Instructions

Section 5: Conflict of Interest

To assist CDFW staff in managing potential conflicts of interest as part of the review and selection process, we are requesting applicants to provide information on who will directly benefit if your proposal is funded. Please provide the names of individuals who fall in the following categories:

- Persons listed in the proposal, who wrote the proposal, will be performing the tasks listed in the proposal, or who will benefit financially if the proposal is funded; and/or
- Subcontractors listed in the proposal, who will perform tasks listed in the proposal, or will benefit financially if the proposal is funded.

Primary Contact for Proposal:	
Primary Investigator:	
Co-Primary Investigator:	
Supporting Staff:	
Subcontractor(s):	

Provide the list of names and organizations of all individuals not listed in the proposal who helped with proposal development along with any comments.

Last Name	First Name	Organization	Role

Proposal Solicitation Application Form Instructions

Section 6: Project Tasks and Results Outline

1. Detailed Project Description

See discussion of project description in *PSP Part III, E*.

2. Background and Conceptual Models

This section should include all necessary background information not covered in the Project Description section above. A conceptual model should be provided that clearly explains the underlying basis of the knowledge that will support the proposed work. Models can be presented graphically or as narrative. A description of the project's physical setting, with maps or photographs if appropriate, should be included.

3. Approach and Scope of Work

Describe the approach you will undertake to address your project's objectives. Include specific information about methods and techniques, equipment and facilities, data collection, statistical analysis and quality assurance procedures as applicable. Provide narrative detail about the tasks and schedule listed on the Task and Budget Summary form. Clearly indicate which tasks are contingent upon other tasks, and which tasks can be done separately; this information is necessary in case only part of the project is funded. Identify protocols to be used in project development and implementation (CDFW California Salmonid Stream Habitat Restoration Manual, monitoring protocols for restoration project effectiveness and validation monitoring; California Content Standards; National Science Content Standards; other protocols).

4. Products

Project proposals must include a clear list of the products that your project will produce and submit. Deliverables can include presentations, workshops, seminars, educational programs, project summaries, websites, databases, reports, maps, and publications, and other products to be prepared and delivered to CDFW. All completed projects will need to submit a Final Report as a deliverable. All watershed evaluation, assessment, and planning, and monitoring projects need to submit detailed assessments/monitoring reports as project deliverables. Any project that creates/compiles GIS or GPS data will need to submit these as project products.

5. Feasibility

Show how your proposed project is both feasible and appropriate for the proposed work. Demonstrate how the work you have outlined in your proposal can be completed within no more than three years given reasonably foreseeable constraints (e.g. weather conditions or permitting). Thoroughly address any contingencies or requirements such as dependence upon the outcome or timing of other projects or

Proposal Solicitation Application Form Instructions

programs, upon natural or operational conditions, and upon environmental compliance or permitting processes. Explain the current status of each permit or agreement, as well as any other constraints that could influence the schedule and your ability to complete your project. Describe how project management decisions will be coordinated.

6. Relevance to the PSP Priorities

*Relevance to this PSP — Describe how your proposal directly meets one or more of the needs identified in the priorities of this PSP. Identify all “possible questions to be addressed by the research” from the priorities that your proposal addresses and incorporates. Summarize other questions your proposal may answer that, although not found in the Priorities, address a need from the priorities. Describe how your proposal meets other priorities described in **section II of this PSP** such as the need for synthesis, integration, and collaboration.*

7. Expected quantitative result (project summary):

If the project occurs at more than one site, summarize the results for the project as a whole. Report measurements in units when possible (Acres, Flow-cubic feet per second, etc.).

8. Other products and results:

List and describe any other outcomes and results not described above.

9. Qualifications

*Briefly describe how the participants identified in your Contacts and Project Staff form provide the range of experience and expertise needed for your project. List qualifications and experience including any licensed professional(s) (**include qualifications of known subcontractor[s]**). (If appropriate, highlight relevant field experience, completed projects, published reports, or other materials not adequately captured in the Contacts and Project Staff form). Specify individual roles and responsibilities for technical, administrative, and project management activities that are not described in the Contacts and Project Staff form. Describe the organizational structure for the staff and other resources. For projects using consultants or subcontractors, briefly describe how they were selected and why. A subcontractor role exceeding a quarter of the total project budget should be fully explained and clearly justified. Provide a list of previously funded projects and the outcome (e.g. completed as contracted, not completed, partially completed, etc.)*

10. Literature Cited

All proposals must include a list of references for all research studies, project reports, scientific reports, or other supporting information cited in the proposal. Reference information should follow accepted scholarly practices.

Proposal Solicitation Application Form Instructions

Section 7: Project Budget

1. Detailed Project Budget

Instructions for Completing Total Project Budget

Each proposal must contain a detailed line item budget broken down into three categories: Personal Services, Operating Expense and Administrative Overhead. Additionally the budget must identify the amount being requested from CDFW, the amount being provided by the applicant and the total cost for each line item. The amount requested from each source must be divisible by the listed unit cost. The total project budget must contain all project costs.

- Projects approved for funding will be required to submit invoices matching this budget format. Add or delete line items that are not applicable.
- It is recommended you calculate, create and save your budget in *Microsoft Excel®* or similar spreadsheet program, as doing so will avoid costly and unfortunate budget errors; then export your budget to *Microsoft Word®* or compatible word processing program with the rest of your written proposal. If the proposal is funded, the information can be sent electronically to CDFW staff without reformatting it. A fill and print budget template is provided in the Proposal Solicitation Application Form.
- It is recommended that the budget be in whole dollar amounts.

Personal Services Costs

All employee costs are required to complete the proposed project.

- List each personnel classification, their total hours, hourly pay rate, and the calculated total. **The calculated total must equal the line item calculation, including both the cost-share and requested amounts. (Do not include staff benefits in the hourly pay rate.)**
- A “Staff Benefit(s)” amount must be listed and calculated on its own line item.
- Do not list subcontracts in this section. Subcontracts are listed as Operating Expenses.
- Do not list workers’ compensation insurance in this section. Workers’ compensation insurance is listed as an Operating Expense.

Operating Expenses

Include all materials, contractual services, equipment, and incidental costs.

Contractual Services are those necessary for the implementation of the proposal for which the applicant will subcontract. These services are undertaken by a provider external to the applicant’s organization.

- List each subcontractor on a separate line. Provide names of subcontractor(s) if known.

Proposal Solicitation Application Form Instructions

Other Operating Expenses: Expenses related to the operation of the proposal.

- Provide as much cost detail as possible and practical. Use unit costs when applicable (per lb., per day, cubic yard, linear foot, etc.).
- Purchase of equipment with CDFW funds is not normally allowed. *See PSP Part III, F. Project Budget*, for equipment definitions and restrictions.

Travel

Expenses must be consistent with state guidelines for reimbursed travel expenses. Per diem and mileage rates may not exceed State of California standards. State guidelines can be found at <http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>

Streambed Alteration Permitting Fees

Fish and Game Code, Section 1600 et seq. authorizes the Department to recover the total costs it incurs to administer and enforce its Lake and Streambed Alteration Program by charging applicant fees for Lake and Streambed Alteration Agreements. The actual fees charged will depend on the total cost of the project. Before calculating the fee, be sure to read the definition of a project per the Lake and Streambed Alteration Program. The definitions, instructions and forms are available on the Lake and Streambed Alteration Agreements website at www.dfg.ca.gov/habcon/1600/forms.html.

Standard Agreement	
If project costs is:	Permit fee will be:
less than \$5,000	\$245.50
\$5,000 to less than \$10,000	\$307.25
\$10,000 to less than \$25,000	\$613.75
\$25,000 to less than \$100,000	\$921.00
\$100,000 to less than \$200,000	\$1,351.50
\$200,000 to less than \$350,000	\$1,833.25
\$350,000 to less than \$500,000	\$2,763.25
\$500,000 or more	\$4,912.25

Administrative Overhead

Administrative overhead should be applied only to projected administrative costs that cannot be recovered in other budget categories.

- Administrative overhead in excess of 10% must be justified on a separate attachment.

Proposal Solicitation Application Form Instructions

Project Title			
PERSONAL SERVICES			Totals
Staff Title	Number of Hours	Hourly Rate	
Subtotal			
Staff Benefits @ _____%			
TOTAL PERSONAL SERVICES			
OPERATING EXPENSES			
Materials/ Office Supplies			
Printing and Duplicating			
General Expense			
Travel and Per Diem			
Training			
Other (Please specify)			
Supplies			
Equipment			
Subcontractor A			
Subcontractor B			
Subcontractor C			
TOTAL OPERATING EXPENSES			
SUBTOTAL PERSONAL SERVICES + OPERATING EXPENSES			
OVERHEAD @ % (Less Equipment)			
GRAND TOTAL			

Proposal Solicitation Application Form Instructions

2. Budget Justification:

If needed, explain any unusual cost items or costs which will aid in the evaluation of the project. Applicants must justify project costs in the project description. Project cost analysis will be based on costs for similar projects that have been implemented as well as on an assessment of proposed costs by CDFW staff.

3. Administrative Overhead:

Provide justification if administrative overhead is greater than 10%.

Note: *Administrative Overhead costs are typically associated with functions that support an entire organization and are proportionately shared or spread across the organization. This might include a portion of general clerical support, office support, budget/accounting, payroll, purchasing, general supervision, and a portion of related materials and supplies costs.*

APPENDIX B:

Examples

Provisional Landowner Access Agreement	B1
Plan-View Diagram.....	B2
7.5 Minute Quad Map.....	B3
Watershed Map.....	B4
Diagrams.....	B5
<i>Cross section view</i>	B5
<i>Longitudinal view</i>	B5
<i>Longitudinal profile</i>	B6

EXAMPLE
Provisional Landowner Access Agreement

(Name of Applicant)
(Address)
(City, CA Zip)

Access/Entry Agreement
(Project Title)

I. PURPOSE

The following agreement details the requirements of both the landowner and the **(applicant name)** regarding the **(project name)**. Said property is located **(distance)** upstream of **(creek name)**, tributary to **(tributary name)**.

I, **(landowner name)**, hereinafter called "Landowner", am aware that a habitat restoration project grant application has been submitted to the California Department of Fish and Wildlife (CDFW) for funding. The project has been explained to me by the **(applicant name)**. I support the goals of the project. If the project is selected for funding, the Landowner will enter into a ten year landowner agreement that will be project specific.

II. ACCESS PERMISSION

Landowner hereby grants **(applicant's name)**, Department of Fish and Wildlife (CDFW), NOAA's National Marine Fisheries Service (NOAA Fisheries Service), and U.S. Fish and Wildlife Service (USFWS) representatives permission to enter onto real property owned by the Landowner to perform pre-project evaluation. Access shall be limited to those portions of Landowner's real property where actual restoration work is proposed to be performed and those additional portions of real property that must be traversed to gain access to the work site. The applicant will contact the Landowner at least 72 hours prior to any visit. At no time will CDFW, NOAA Fisheries Service, or USFWS representatives access the property without the applicant, unless expressly given permission by the Landowner.

III. DURATION OF NOTICE

The term of this agreement shall commence upon signing of this Agreement and terminate on **(end date)**.

IV. LIABILITIES

Reasonable precautions will be exercised by **(applicant name)** to avoid damage to persons and property. **(Applicant name)** agrees to indemnify and hold harmless the Landowner and agrees to pay for reasonable damages proximately caused by reason of the uses authorized by this agreement, except those caused by the gross negligence or intentional conduct of the Landowner.

Landowner Signature

Date

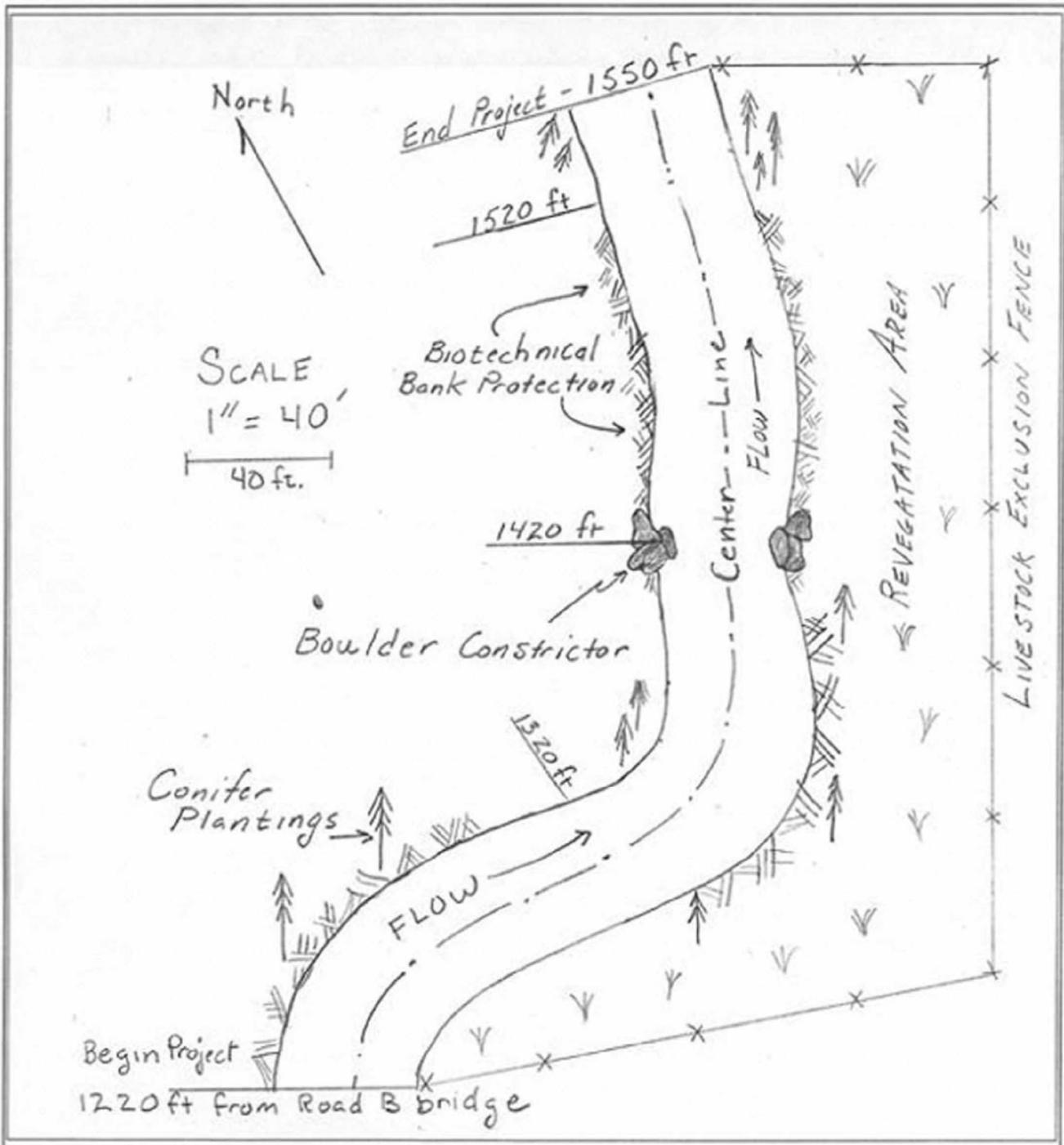
Landowner Address

Landowner Phone Number

Applicant Signature
(Name of company, organization or agency)

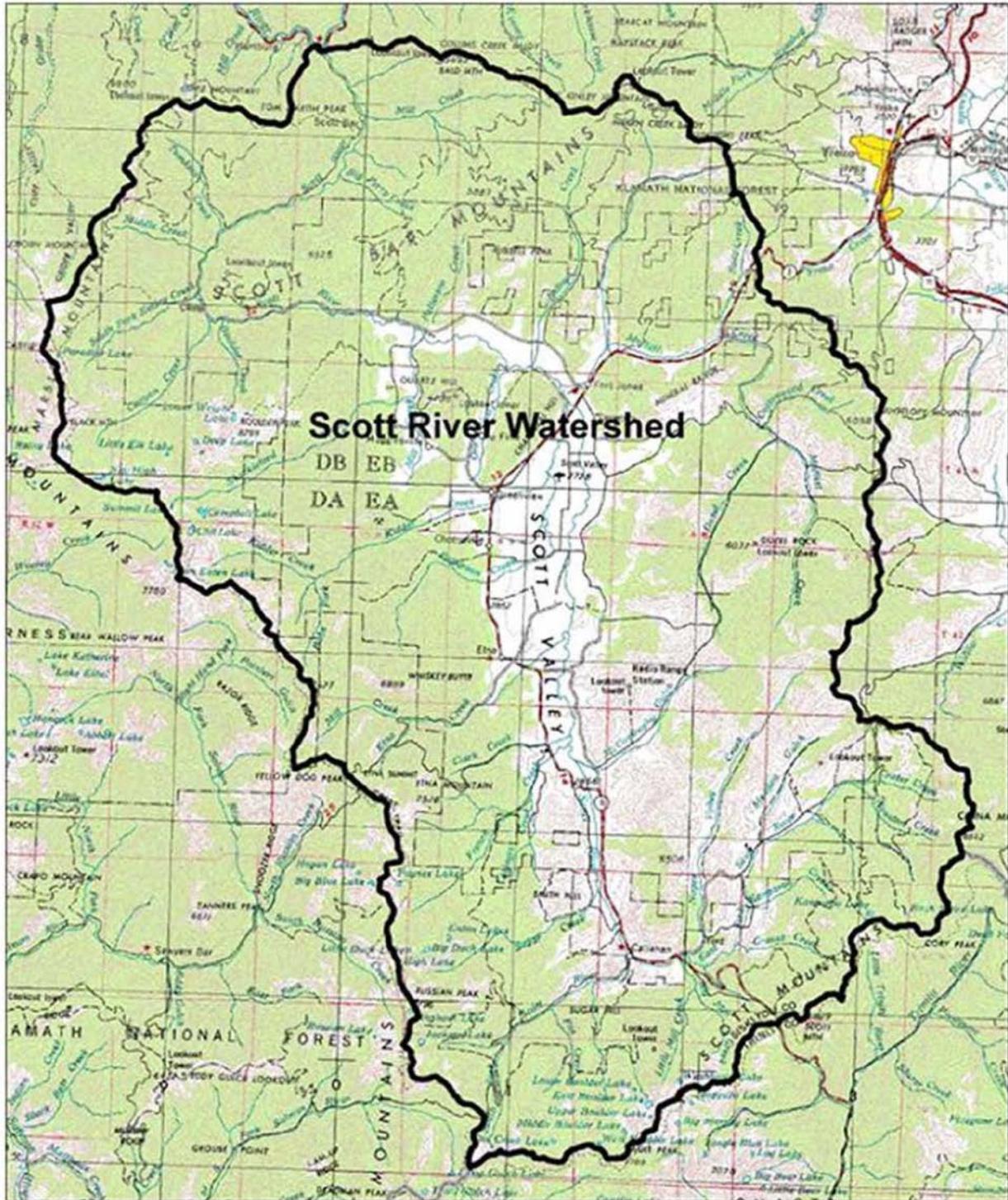
Date

EXAMPLE
Plan-View Diagram



PLAN VIEW: TRICKLE CREEK RESTORATION PROJECT No. 1

EXAMPLE
Watershed Map

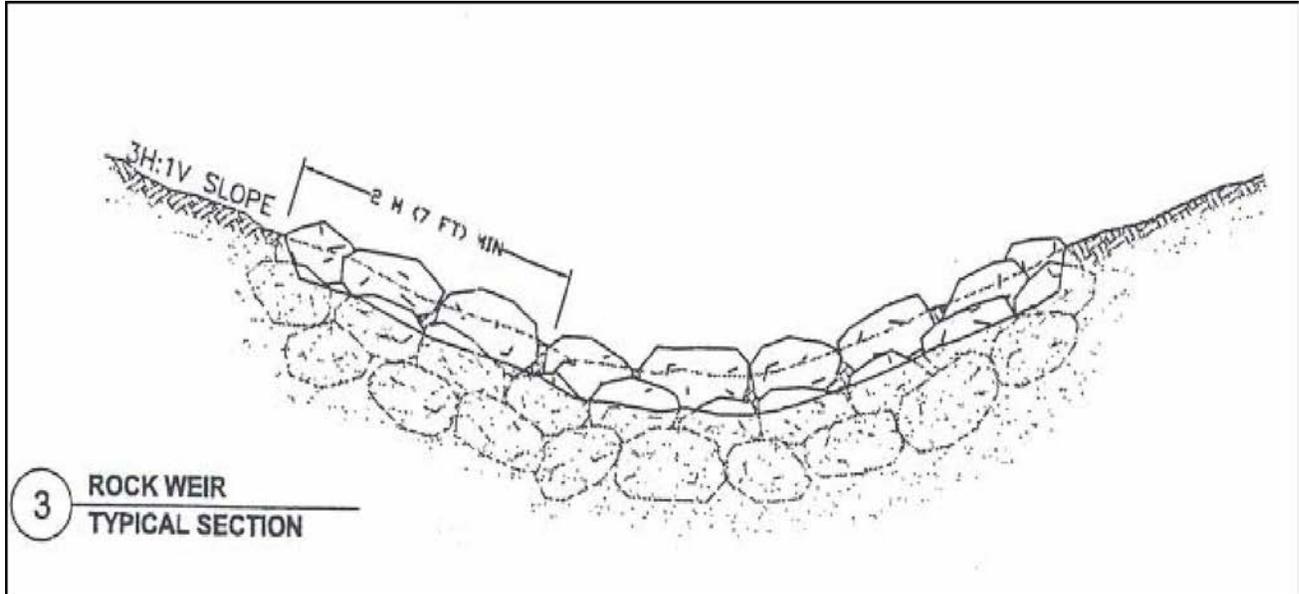


Project Site: Scott River Watershed

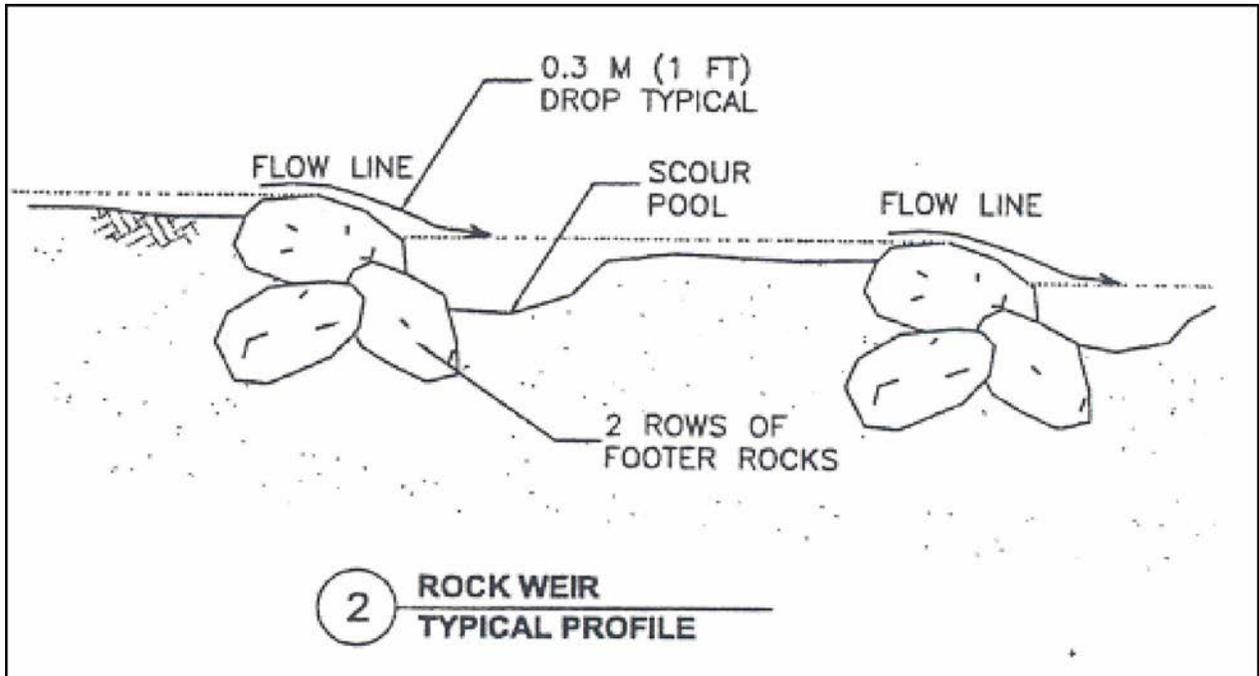
0 5 10 Miles

EXAMPLE
Diagrams

Cross section view



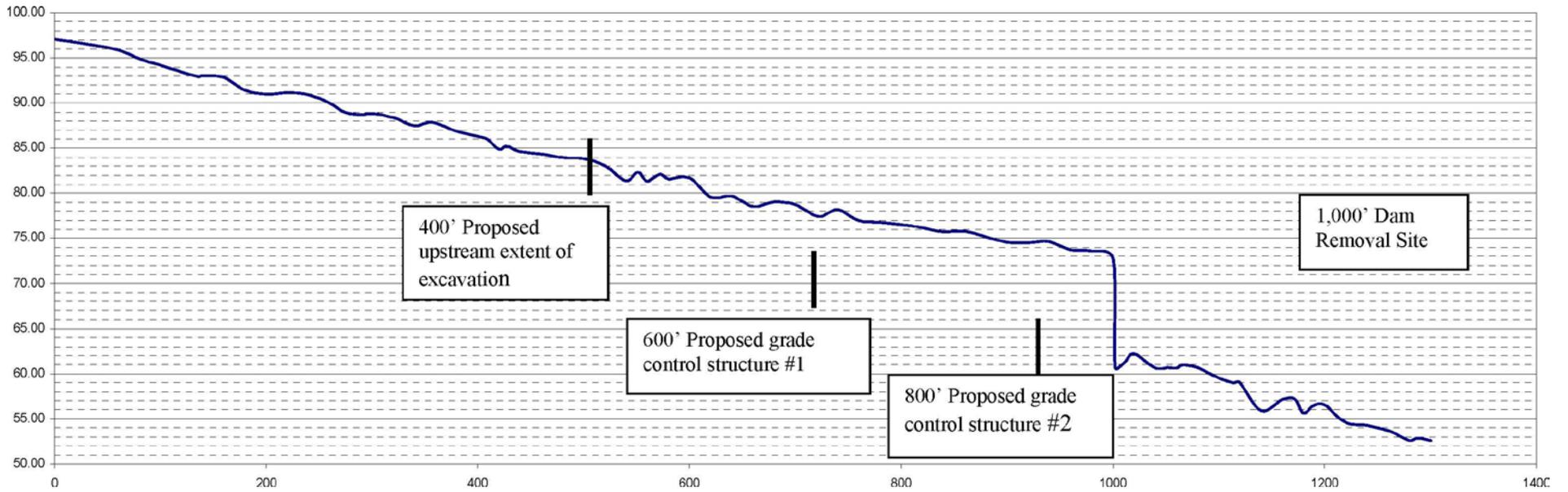
Longitudinal view



EXAMPLE Diagrams

Longitudinal profile

Sample Creek Dam Reach



APPENDIX C:

CDFW Grant Conditions

1. The Grantee agrees to provide all labor, materials, tools, permits, and incidentals necessary to complete the project in accordance with the Scope of Work.
2. State grants may be subject to California Labor Code requirements, which include prevailing wage provisions. Certain State grants administered by the California Department of Fish and Wildlife are not subject to Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code. For more details, please refer to California Fish and Game Code Section 1501.5 and to the Department of Industrial Relations (DIR) website at <http://www.dir.ca.gov>.
3. No work can be performed until the Grantee has received an executed copy of an awarded grant.
4. An awarded Grant does not constitute approval of the project or of any specific project features for purposes of compliance with any state or federal environmental law, including but not limited to the California Environmental Quality Act.
5. The Grantee is responsible for ensuring compliance with all applicable permitting and environmental review requirements that may be required to accomplish the project described in the Scope of Work.
6. No equipment will be purchased with funds provided by the Grantor under an awarded grant without prior approval of the State. The Grantor does not have responsibility for loss or damage to rented equipment arising from causes beyond the control of the Grantor. The Grantor's responsibility for repairs and liability for damage or loss is restricted to that made necessary by or resulting from the negligent act or omission of the Grantor or its officers, employees, or agents.
7. For the purpose of an awarded Grant, "equipment" shall be defined as tangible property (including furniture) with a unit cost of \$5,000.00 or more and a useful life of four (4) years or more. Actual cost includes the purchase price plus all costs to acquire, install and prepare the equipment for its intended use.
8. The Grant Manager may require the Grantee to submit progress reports as often as deemed necessary, but not more often than once a month.

9. As a condition of funding, researchers must submit a publication-worthy final report at the conclusion of the grant term. The final report must include the following sections: summary, introduction, materials and methods, results, conclusions, literature cited, and appendices including at least tables of all data collected, metadata, etc.
10. Grant disbursements will be made to the Grantee in arrears, upon receipt by the Grant Manager of an original itemized invoice. Invoices may not be submitted more frequently than monthly, in arrears, with the exception of the invoice for final retention. The invoice shall contain the following information:
 - a. The word "Invoice" should appear in a prominent location at the top of the page(s);
 - b. Printed name of the Grantee;
 - c. Business address of the Grantee including P.O. Box, City, State, and Zip Code;
 - d. Name of the Region/Division of the California Department of Fish and Wildlife being billed;
 - e. The date of the invoice and the time period covered; i.e., the term "from" and "to";
 - f. The number of the Grant upon which the claim is based;
 - g. The invoice must be itemized using the categories and following the CDFW budget format;
 - h. The total amount due. This should be in a prominent location in the lower right-hand portion of the last page and clearly distinguished from other figures or computations appearing on the invoice. The total amount due shall include all costs incurred by the Grantee under the terms of the awarded grant;
 - i. The original signature of the Grantee (not required of established firms or entities using preprinted letterhead invoices);
 - j. The Grantee must provide supporting documentation for the invoice and actual receipts upon request of the Grant Manager.
11. Each invoice for payment must be accompanied by a written description, not to exceed two pages in length, of the Grantee's performance under an awarded grant since the time the previous such report was prepared. The report shall describe the types of activities and specific accomplishments during the period for which the payment is being made rather than merely listing the number of hours worked during the reporting period.
12. Grantee agrees that all travel and per diem paid its employees under an awarded Grant shall be at rates not to exceed those amounts paid to the State's represented employees under collective bargaining agreements currently in effect.
13. Any disputes concerning the project or the Grant shall be resolved by the Grant Manager and Grantee. In the event the dispute cannot be resolved by the Grant Manager, the dispute shall be referred to the Director of the California Department of Fish and Wildlife, whose decision will be final.
14. The Grantee shall maintain complete and accurate records of its actual project costs and shall retain said records throughout the term of the Grant

and for a period of three (3) years after receipt of final payment. During such time, said records shall be made available to the State of California, or their designated representative, for audit purposes during normal business hours. Expenditures not documented, and expenditures not allowed under the Grant or otherwise authorized by the Grantor shall be borne by the Grantee. The audit shall be confined to those matters connected with the Grant, including but not limited to, the administration and overhead costs.

15. All sub-agreements will be made in a manner to provide, to the maximum extent practicable, open and free competition. In order to ensure objective subcontract performance and eliminate unfair competitive advantage, subcontractors that develop or draft work requirements, statements of work, or requests for proposals shall be excluded from competing for such sub-agreements.
16. If a subcontractor is used, then a written copy of the sub-agreement must be submitted to the Grant Manager, prior to the commencement of work by the subcontractor. The sub-agreement must include specific language which establishes the rights of the auditors of the State to examine the records of the subcontractor relative to the services and materials provided under the grant.
17. The Grantee and any subcontractors shall permit the Grantor to review and inspect project activities at all reasonable times during the performance period of an awarded Grant, including review and inspection on a daily basis, with 72 hours' notice.
18. The project specifications subject to an awarded Grant may only be amended in writing by mutual agreement of the Grantor and Grantee. If any change in the terms and conditions become necessary, a written request shall be made to the Grant Manager.
19. The Grantor may terminate the Grant upon giving thirty (30) days written notice to the Grantee. In case of early termination, a final payment will be made to the Grantee upon receipt of an invoice covering costs incurred up to notice of termination, based on the portion of work completed.
20. CDFW is authorized to collect information from grantees in order to process, track, and ensure completion of grant projects. A grantee's name and address may be provided to the public if requested (per Government Code Section 6253). Other personal information submitted on an awarded grant may be released to governmental entities involved with the funding of the project, for law enforcement purposes, pursuant to court order, or for official natural resources management purposes. A Grantee may obtain a copy of his/her Grant file maintained by the Grantor by submitting a written request to the California Department of Fish and Wildlife, Water Branch, 830 S Street, Sacramento, CA 95811. All requests must include the requestor's name, address, and telephone number.
21. The Grantee shall comply with all applicable state laws, rules, regulations, and local ordinances specifically including but not limited to environmental,

procurement and safety laws, rules, regulations, and ordinances. If the Grantee fails to perform in accordance with the provisions of an awarded Agreement, the Grantor retains the right, at its sole discretion, to delay, interrupt, or suspend the work for which the grant monies are supplied.

22. The Grantee will acknowledge the participation of the California Department of Fish and Wildlife funds on any signs, flyers, or other types of written communication or notice to advertise or explain the Project.