Upper Salmon Conservation Action Program

Request for Proposals

**2023 Application Form**

[Insert a Photograph of the Project Area/Property here]

For the

[Insert Project Title]

Submitted by:

[Insert Applicant Name]

[Insert Date]

Applicant Information

Please provide the following information:

# *Project Title*

Enter the project title in the box below (same title as on cover page):

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# *Applicant and Project Manager Information*

Provide information for the applicant that will be contacted for questions about this project proposal and notified of decisions.

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| --- | --- |
| Name: |  |
| Mailing Address: |  |
| City, State, & Zip: |  |
| Phone Numbers(s): |  |
| Email (required): |  |
| Agency/Organization (if applicable) |  |

Identify the Project Manager (if different from the applicant):

|  |  |
| --- | --- |
| Name: |  |
| Mailing Address: |  |
| City, State, & Zip: |  |
| Phone Numbers(s): |  |
| Email (required): |  |
| Agency/Organization (if applicable) |  |

# *Landowner Name(s)*

Where applicable, provide the name(s) of landowner(s), including all individuals, local, state, federal governments, tribal nations, and business entities with ownership interests in the property where the project is to occur.

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| --- | --- | --- |
| 1. |  | 4. |
| 2. |  | 5. |
| 3. |  | 6. |

If the applicant is someone other than the landowner, please indicate the relationship of the applicant to the landowner (e.g., Ranch Manager, Habitat Biologist, Project Manager, etc.):

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# *Signature of Intent*

By signing the bottom of this application, the property owner agrees that the project described below may proceed on the lands identified herein.

**1. Project Overview and Location Information**

Please provide the following information:

### *Project Summary*

Please provide a one-paragraph summary of your project describing the core conservation objectives and proposed methods to achieve these objectives.

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### *Project Description*

Please provide a detailed and complete description of your project including the type of project, current conditions on the project site, desired future conditions, and methods to ensure durability of project benefits. In addition, clearly describe the activities which will be funded using Program disbursements.

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Please describe how this project will align with the goals of the Upper Salmon Conservation Action Program.

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If the project has already been initiated, include a list of activities that have been completed.

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### *Expected Timeline*

Please provide a project timeline (start and end dates) including indicators and milestones to measure progress and evaluate outcomes:

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### *Fish, Wildlife, and Plant Species*

Where applicable, list fish, wildlife, and or plant species, including special status species (e.g., ESA-listed threatened, endangered or candidate species, State Special Concern Species, Forest Service Sensitive Species, etc.) that are expected to benefit from the project.

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***E. Watershed***

In which subwatershed of the Upper Salmon basin is the Project located (e.g., Lemhi, Pahsimeroi, etc.)?

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***F. County***

In which County(ies) is the Project located?

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**G.** ***Location***

List the coordinates of the project location in latitude/longitude decimal degrees format:

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***H. Photographs***

For field-based projects, high resolution photographs of the project site are required as attachments to this Proposal in JPEG or other standard viewable format files. Limit the number of photographs to no more than six (6) high quality images.

Photographs will be published in presentation and printed materials related to the scoring and evaluation process. By submitting this Proposal, applicants (and landowners) agree to allow the Committee's discretionary use of the photographs.

***I. Maps***

For field-based projects, at least two maps are required and must be included with the proposal. These are:

1. Vicinity Map should display identifiable landmarks and show boundaries of the proposed project area and its relationship to the surrounding landscape. It should also depict the surrounding land ownership (i.e., state, federal, tribal land, other protected lands, and private land).
2. Project Map should be a zoomed-in view of the project site and clearly identify the project boundaries.

Applicants are encouraged to submit additional maps as needed.

### 2. Funding Information

Estimate your funding request carefully and complete the attached Project Budget Form. Other funding sources and in-kind contributions must be described in the revenue source column. Please indicate whether each revenue line item is committed or pending in the Project Budget Form. Project overhead/administration must be listed as its own line item in project expenses. Submit the completed Project Budget Form as an attachment with your Proposal.

# *A. Funding Request*

What is the total amount requested from the Upper Salmon Conservation Action Program Fund:

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| $ |

# *B. Matching Funds*

Describe the project funding and in-kind contributions from other sources, including anticipated timing of other funding sources:

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# *C. Funding Use*

If your funding request is granted, what is the breakdown of how funds will be used between design/planning of the project vs. project implementation:

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# 3. Conservation Components

Please summarize the conservation components of the proposal. In this summary, address the connectivity of the proposed project to existing restoration projects and/or protected land, the scope and durability of expected conservation benefits, and other relevant information.

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# 4. Likelihood of Project Success

### *Applicant and/or Project Manager*

Has the Applicant and/or Project Manager demonstrated successful completion of similar projects in the last 10 years?

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| --- | --- |
|  | Yes |
|  | No |

Please list similar projects, including the year completed. Describe how success was determined and the name and contact number of a reference for each:

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***B. Project Effectiveness***

Is the proposed project similar to projects that have been proven to be effective at other comparable sites?

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|  | Yes |
|  | No |

Please describe:

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# 5. Project Monitoring

Does the project include a monitoring plan?

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|  | Yes |
|  | No |

If yes, describe the plan for implementation and effectiveness monitoring associated with the project, including details pertaining to metrics to evaluate success and duration of monitoring. If no, explain why.

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# 6. Project Feasibility

### *A. Technical Needs*

Does the Project require technical expertise or oversight?

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|  | Yes |
|  | No |

If yes, please describe the technical resources needed and the general plan for securing technical assistance for the Project. If no, please explain why.

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### *B. Permitting*

If the project is located on State or Federal land, have applicable environmental assessments or permit applications been completed?

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| --- | --- |
|  | Yes |
|  | No |

If NEPA or other consultation has been completed, please provide documentation with this proposal. If NEPA or other consultation has **not** been completed, please describe the plan to complete the consultation process, expected timeline to completion, and costs necessary to address compliance for the proposed project:

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Please list all required permits and their current status:

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# 7. Public Involvement

### *A. Employment*

Will this project employ and/or involve members of the Nez Perce or Shoshone-Bannock Tribes and/or residents of Lemhi or Custer Counties?

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| --- | --- |
|  | Yes |
|  | No |
|  | Unknown |

Please describe the approximate number of employees and contractors involved in the project and the approximate percentage that are members of the Nez Perce or Shoshone-Bannock Tribes and/or residents of Lemhi or Custer Counties:

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***B. Engagement***

Describe how the project will meaningfully engage members of the public. Example project components include citizen science monitoring, public presentations, field tours, etc:

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# 8. Other Information

***A. Relevant Management & Conservation Plans***

List specific local, state, regional, and federal conservation and management plans that are relevant to this project (Forest Management Plans, County Comprehensive Plans, Species Management/Recovery Plans, etc):

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### *Additional Considerations*

Please describe any exceptional circumstances not mentioned above or additional considerations to be included in the evaluation process:

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### *Letters of Support*

Is this Proposal supported by any of the following: neighboring landowners, members of the public, private sector, non-government organizations, tribal or government entities?

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| --- | --- |
|  | Yes |
|  | No |

If yes, please include letters of support as attachments to this Proposal.

# Signatures

By typing your name and marking an X in signature box below, you certify that: (1) the information contained in this Proposal is complete and accurate to the best of your knowledge; (2) if selected for funding, you agree to allow the Upper Salmon Conservation Action Program Committee access to the project for progress inspections and a completion inspection; (3) if selected for funding, you pledge to work diligently and in good faith to complete the project in the time frame indicated; and (4) upon completion of the project, you will provide the Upper Salmon Conservation Action Program Committee with at least one progress monitoring report during the project execution phase and a final report upon completion of the project which will include a summary table of how funds were used.

**Project Applicant/Project Manager**

|  |  |  |
| --- | --- | --- |
| Name of Applicant: |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |

|  |  |  |
| --- | --- | --- |
| Name of Project Manager (if different from Applicant): |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |

*All private landowners involved in the project must sign.* Please copy additional signature blocks, as needed.

By typing your name and marking an X in signature box below, you certify that: (1) this application is made voluntarily and that you agree the project can proceed on the land indicated in this application; (2) the information contained in this Proposal is complete and accurate to the best of your knowledge; (3) access to the project will be granted to the Upper Salmon Conservation Action Program Committee for site visits as required for project monitoring.

**Private Landowner(s):**

|  |  |  |
| --- | --- | --- |
| Name of Landowner: |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |

|  |  |  |
| --- | --- | --- |
| Name of Landowner: |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |

**Corporations, Partnerships, Limited Liability Companies, and Trusts (if applicable):**

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| --- | --- | --- |
| Name of Entity: |  |  |
| By (Name and Title): |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |

**Agency or Organization**

|  |  |  |
| --- | --- | --- |
| Name of Agency/Org: |  |  |
| By (Name and Title): |  |  |
| Place an X in box at right to indicate that you intend your typed name to constitute your electronic signature: | |  |
| Date: |  |  |