

FISHERS & FARMERS PARTNERSHIP PROJECT PROPOSAL
 Funding Through National Fish Habitat Partnership & U.S. Fish & Wildlife Service



FISHERS & FARMERS/FWS FUNDING REQUEST: _____

PROJECT TOTAL COST: *(including all match)* .

Applicant Match In-Kind: _____
Applicant Match Cash: _____
1:1 non-Federal required, 3:1 improves funding chance
Funding must not be matched to another federal grant

TITLE OF THE PROJECT *(99 characters max):* _____

DESCRIPTION OF ENTITY UNDERTAKING PROJECT *(circle):* Tribal, Federal, State, County, Non-Government Organization, Business, Other

INFORMATION ON KEY PROJECT PERSONNEL:

Principal Investigator (Project Lead/Officer)		Project Co-Officer(s)/Partner	
Name:		Name:	
Affiliation		Affiliation	
Mailing Address:		Mailing Address:	
Email Address:		Email Address:	
Phone Number:		Phone Number:	

EXPERTISE OF PROJECT LEAD: *Expertise as it relates to the organization or individual's ability to complete the project (<1,500 characters).*

PROJECT CATEGORY/TYPE: (Construction/Non-Construction) *(circle)*

- On the Ground (engineering assessment, design, construction, implementation, monitoring)
- Scientific Assessment or Research
- Education/Outreach or Communication
- Acquisition
- FHP Operational Support
- Farmer-led Group

PROJECT LOCATION: SPECIFIC WATER BODY NAME

Watershed/Stream Name	County	State	Congressional District(s)	Latitude	Longitude	Section/Township/Range
<i>Upper Mississippi River Basin</i>		<i>WI, MN, IA,IL, MO</i>				

STATE/OR FEDERAL AGENCY RESPONSIBLE FOR FISH MANAGEMENT & CONTACT:

State/Federal fish biologist

SECTION 1

PROJECT NARRATIVE

Project narratives will clearly describe the project's purpose, objectives, activities, and anticipated outcomes.

Short Project Description *How would you explain this project to someone that isn't in conservation? (<100 words)*

Statement of Need/Purpose *Explain why the project is necessary and how it fulfills purposes of the relevant program. A need statement will identify the conservation issue, problem, or opportunity to be addressed. It will provide evidence such as results from surveys, research, or other data to demonstrate that the need is real and not perceived, and it will identify the negative result of taking no action. Purpose describes the desired future state that addresses the need in whole or part. (<500 words)*

Objectives *State the desired outcome of the proposed project in terms that are specific and quantified. They are meant to be realistic targets or benchmarks that, if achieved, will resolve the project need. Objectives are written in an active tense and use action verbs such as construct, survey, train, research, establish, repair, conduct, provide, acquire. (<500 words)*

Methods/Approach *Describe methods used to achieve the objectives. Approach describes the specific conservation actions or efforts necessary to accomplish project objectives. Approach answers the question of "how" the objectives will be accomplished by describing the actual work that will be done. Approach will demonstrate that the organization will use sound design, appropriate procedures, and accepted fish and wildlife conservation, management, or research principles. Any deliverables resulting from the funding should be noted in this section. (<1,500 characters)*

PERIOD OF PERFORMANCE: (Start/end Date) *(Projects must be completed in 2 years (2025-2027)).*

____/____/____ - ____/____/____

Timetable/Milestones *Bulleted list: Describe significant milestones in completing the project, monitoring and accomplishments or anticipated measurable outcomes (metrics) for the project. (<1,500 characters)*

Information to Support Environmental Compliance Review *FWS has the responsibility for making the final determination regarding compliance with Federal laws including the: National Environmental Policy Act ([NEPA](#)), Endangered Species Act ([ESA](#)) and National Historic Preservation Act ([NHPA](#)). They will be contacting you when a grant is awarded to see if you need assistance working on them or any other permits. Please indicate if permits have been received or any concerns relating to compliance. (<100 words)*

BUDGET JUSTIFICATION & NARRATIVE (Next Page) *Provide sufficient information to show the project is cost effective. Describe any item that requires FWS approval. Make sure the budget is identical to SF424 & SF424A/C.*

A) PERSONNEL/ADMINISTRATIVE (SF-424A Object Class Category 6a.) *The cost of salaries & wages, not including fringe benefits, paid to Recipient employees working directly on this agreement. Indicate Key Personnel with an asterisk (*). Provide more detail in the Narrative Box if needed.*

Name & Title or Position Title	Salary or Wage	Months or Hours	Matching Funds (if applicable)	FWS Funds
<i>Example: James Smith, Executive Director</i>	<i>\$50 per hour</i>	<i>400 hours</i>	<i>\$5,000.00</i>	<i>\$15,000.00</i>

A) TOTAL PERSONNEL COSTS:(SF-424A Object Class Category 6a. Personnel)

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Narrative:

B) FRINGE BENEFITS (SF-424A Object Class Category 6b.)
The cost of fringe benefits, such as health insurance, vacation, FICA, etc., paid to Recipient employees working on this agreement. List employees or positions below, and their fringe benefit rates as percentages of their salaries. List what are included as fringe benefits in the Narrative Box.

Name & Title/Position	Salary/Wage Base	Fringe Benefit Rate (%)	Matching Funds (if applicable)	FWS Funds
<i>Example: James Smith, Executive Director</i>	<i>\$20,000.00</i>	<i>30%</i>	<i>\$0.00</i>	<i>\$6,000.00</i>

B) TOTAL FRINGE BENEFIT COSTS: (SF-424A Object Class Category 6b. Fringe Benefits)

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Narrative:

C) TRAVEL (SF-424A Object Class Category 6c.)

LODGING & PER DIEM - *The cost of lodging & meals while travelling for agreement activities. Give details and purpose of the travel in the Narrative Box. Current Federal rates may be found online at: <http://www.gsa.gov/portal/category/21287>.*

Proposed Travel Lodging & Per Diem	No. of People	No. of Days	Cost/Person/Day	Matching Funds (if applicable)	FWS Funds
To:					
From:					

MILEAGE REIMBURSEMENT - *The cost of reimbursement for estimated mileage traveled for agreement activities. Give details and the purpose of the travel in the Narrative Box. Current Federal mileage reimbursement rates may be found online at: www.GSA.gov.*

Proposed Travel Mileage Reimbursement	No. of Miles	No. of Trips	Cost Per Mile	Matching Funds (if applicable)	FWS Funds
To:					
From:					

OTHER TRAVEL COSTS - *The costs of airfare, bus fare, car rental, etc., required for agreement activities. Explain the details and the purpose of the costs in the Narrative Box.*

Narrative:

D) SUPPLIES/EQUIPMENT (SF-424A Object Class Category 6e. Supplies)				
<i>Cost of materials and supplies, equipment used directly on this project, such as safety glasses, work gloves, office supplies, etc. Explain details and purpose in Narrative box below.</i>				
Item	Quantity	Cost per Unit	Matching Funds (if applicable)	FWS Funds
D) SUPPLIES COST TOTAL: (SF-424A Object Class Category 6e. Supplies)				
Narrative:				
E) CONTRACTUAL/ CONSTRUCTION/ENGINEERING (SF-424A Object Class Category 6f. Contractual)				
<i>The cost of construction, contracted services and/or sub-recipient agreements. Provide names and explain the details and purpose of the costs in the Narrative box below.</i>				
Contractor Name, Type, etc.	Cost	Matching Funds (if applicable)	FWS Funds	
<i>Example: Ace Backhoe Service / Excavator</i>	<i>\$2,500.00</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	
E) CONSTRUCTION/CONTRACTUAL COST TOTAL: (SF-424A Object Class Category 6f. Contractual)				
Narrative:				
F) OTHER/MISCELLANEOUS (SF-424A Object Class Category 6h. Other)				
<i>Costs that don't fit any other Object Class Category, such as duplicating and printing, postage and freight, rented equipment, etc. Explain the details and purpose in the Narrative box below.</i>				
Item	Cost	Matching Funds (if applicable)	FWS Funds	
F) OTHER COSTS TOTAL: (SF-424A Object Class Category 6h. Other)				
Narrative:				
G) TOTAL DIRECT CHARGES (SF-424A Object Class Category 6i. Sum of 6a.-6h.)				
<i>The total of all direct costs applicable to this project.</i>				
Direct Costs		Matching Funds (if applicable)	FWS Funds	
G) TOTAL DIRECT COSTS: (SF-424A Object Class Category 6i. Total, Sum of 6a.-6h.)				

H) INDIRECT COSTS (SF-424A Object Class Category 6j. Indirect Charges)		
Rate used on this Grant (0%, 10% or NICRA in place):		
Indirect Costs	Matching Funds (if applicable)	FWS Funds
H) TOTAL INDIRECT COSTS: (SF-424A Object Class Category 6j. Indirect Charges)		
Narrative:		

I) TOTALS (SF-424A Object Class Category 6k. TOTALS) <i>The sum total of Direct and Indirect Costs (Sum of 6i. & 6j.) applicable to this agreement.</i>		
Total Project Costs	Matching Funds (if applicable)	FWS Funds
I) TOTAL COSTS: (SF-424A Object Class Category 6k. TOTALS)		

By signing below, I certify that to the best of my knowledge the costs detailed above are correct and complete and for the purposes set forth in the application for Federal Assistance.

Signature

Printed Name & Title of Person Completing Budget

ALL CONTRIBUTORS Please list specific partners, contributors, and contributions, including in-kind service and/or cash value (example: 300 volunteer hours shoreline restoration-in-kind value \$5,000).

Contributing Organization	Partner category (Tribal/Federal/ State/County/ NGO/Business)	Project Need Addressed (Design, Equipment, Materials)	Contribution Source	Cash	In-kind	Total Amount
Total						

Note: Projects with a higher match have a better chance of funding. All contributions will need proof and documented at closeout with signatures/signed letter of support.

SECTION 2.

Problem Being Addressed *Summary of the threats or causes of the problem being addressed by this project (<1,500 characters).*

Monitoring & Evaluation Plan *Building on the stated project objectives, which must be specific and measurable, identify what you will measure (i.e., quantitative/quantifiable indicators) and how you will measure (e.g., methods, sample size, survey tools). Reference project timetable (i.e., process indicators) and budget (i.e., input indicators). Identify products/services to be delivered and how/to whom (i.e., output indicators). Detail expected direct effect(s) of the project on beneficiaries (i.e., outcome indicators). Include available questionnaires, surveys, curricula, exams/tests or other assessment tools to be used for project evaluation. Describe resources and organizational structure available for gathering, analyzing, and reporting monitoring and evaluation data. Explain how project participants and beneficiaries will participate in monitoring and evaluation activities. Specify how findings or results will be fed back into decision-making and project activities throughout the project period. (<1,500 characters).*

Outreach & Education Plan, Results Dissemination *Describe planned outreach or educational component(s) and partners(s) involved. How will you bring more attention to fish and habitat than has been done in the past? Summarize how results will be disseminated, including publicly available reports, datasets, or other products (<1,500 characters).*

Climate Change Considerations *Please note any information on how the project will function with climate change considerations (<1,500 characters).*

Biological or Ecological Benefits *Describe biological or ecological benefits of project (<1,500 characters).*

Primary Native Fish or Mussel Species or Group/Guild & Secondary Species
Please list the native species this project addresses (see Request for Proposal and Strategic Plan).

Watershed Planning/Conservation Plans *Does the project advance conservation under best management practices, conservation plans, or state or federal law such as: Species of Greatest Conservation Need, Magnuson-Stevens Fishery Conservation & Management Act, State Wildlife Action Plan, Tribal or Federal restoration or conservation plan, federal, state or county watershed plan such as the US EPA 9 Element Watershed Plan? Please list the plan and or provide the link to the plan. (<1,500 characters).*

Current Land Ownership/Use *What is the current land ownership (tribal, federal, state, county, city, private) and land use in the project area and watershed? Note: more attention will be given to privately owned – farmed land) Is the project in an area of special conservation designation? (<1,500 characters).*

Public Access/Public Interest *Does the project provide public access through an easement to land or water for fish and wildlife dependent recreation? (Circle one) New or increased public access, Intermittent or occasional public access, Maintain current public access, Does not provide public access, Unknown, Not applicable? Are there riparian land protection/restoration efforts in and adjacent to the project area that help ensure long-term benefits? Describe public interest in this resource. Why is this a good place to invest conservation dollars? (<1,500 characters).*

Recreational or tribal fishing opportunities *Select how the project will increase fish populations in a manner that leads to recreational for tribal fishing opportunities. Tribal fishing includes treaty-reserved*

and tribal harvest, as well as traditional tribe use of fish species. (Circle one) Provides direct benefits to recreational or tribal fishing, Provides indirect benefits to recreational or tribal fishing, Maintains current recreational or tribal fishing benefits, Does not clearly provide benefits to recreational or tribal fishing, Unknown, Not Applicable. Provide a brief description of fishing opportunities (<1,500 characters).

Photographs of Project Area Please include up to two photographs of the proposed project area. Each photo should be in JPG, TIFF, GIF, WMF or bitmap format and accompanied by a short, descriptive caption, credit: Photographer’s name/organization and year.

Documents Please attach appropriate planning documents, permits, work plans, construction designs, maps etc. in PDF format. Notice –construction designs and permits must be turned before construction begins if this is a construction/ground-moving project.

SUPPORT FISHERS & FARMERS GOALS & OBJECTIVES and STRATEGIC PLAN (Check all that apply)

1. Engage Farmers & Ranchers - Build awareness of Partnership	
- Build awareness of Partnership	
- Identify farmer/landowner needs/provide T.A.	
- Increase landowner engagement/farmer-led committees that drive conservation	
- Promote best management practices across the landscape with the help of farmers	
2. Support Fish Habitat Conservation Projects	
- Increase native fish/mussel populations	
- Work with partners, to strategically place conservation on the ground	
- Improve floodplain habitat, enhance flow regimes	
- Reduce sedimentation, phosphorus, and nitrogen runoff to stream habitats	
3. Long-Term Basin Scale Strategies	
- Gain knowledge of basin’s aquatic communities	
- Gain knowledge of basin’s agricultural dynamics	
- Monitor effectiveness of conservation projects, share our stories through outreach	
4. Acquire Resources for Long-Term Action	
- Form new partnerships “outside the box”	
- Work with farmers/landowners to protect and maintain healthy aquatic systems or prevent further degradation	
- Have you/your organization attended a prior Watershed Leaders Network Workshop	
<i>Circle</i>	Y/N

NATIONAL FISH HABITAT PARTNERSHIP'S GOALS, PROJECT PERFORMANCE & OUTCOMES

(Fill in relevant metrics, area=acres, cubic feet per second, length=miles, time=years)

1. Conserve waters and habitats where all processes and functions are operating within their expected range or natural variation.					
Area acquired or leased		Area or length of habitat protected		Area of habitat monitored	
2. Conserve hydrologic conditions for fish.					
# of designs developed		Increase or decrease in flow (\pm annual cfs)		Timeframe flow changes (years)	
# of barriers removed or upgraded		# of hydrologic flow assessments conducted		Area or length of habitat created or connected	
3. Conserve physical and living habitats and features that support viable and sustainable species and or populations in impacted or at-risk systems.					
# of physical habitat designs developed		# and length of habitat installations		Area or length of habitat restored	
Area of terrestrial vegetation planted		Area of aquatic vegetation planted		# of invasive species controlled	
Area or length of habitat treated for invasives		# of barriers installed to prevent invasive species			
4. Reconnect fragmented fish habitats.					
# of designs developed		Area or length of habitat enhanced		Area or length of habitat reconnected	
# of barriers removed or upgraded		# of structures modified or installed			
5. Conserve water quality for fish.					
Area restored for water quality		Area or length of habitat treated for water quality or pollution			
6. Support the structure and function of fish habitat partnerships.					
# of organizations or partners		# of monitoring frameworks developed		# of plans developed or modified	
# of outreach or type education events held		# of data tools developed		Monitoring timeframe (years)	
7. Enhance recreational, commercial, subsistence, and traditional fishing opportunities when conducting projects that conserve fish habitat.					
# of people reached in education or outreach events		# of tribal communities engaged		# of underserved/ rural communities engaged	
# of opportunities for		# of fish species/		# of public access points	

fishing or harvest		populations to benefit from activities			
8. Research					
# of publications or research products		# of research studies conducted		# of species or habitat assessments conducted	

MAP OF PROJECT AREA Please replace the example map with a map of the proposed project area showing the scope and location of project.

