



SALMON
RECOVERY
FUNDING
BOARD

2007 ROUND POLICIES AND PROJECT SELECTION GRANTS MANUAL

DRAFT- FOR SRFB
MARCH 2007 MEETING REVIEW

18

MARCH 1, 2007

FOR USE IN THE 2007 GRANT CYCLE

Salmon Recovery Funding Board

Mission Statement:

The Board supports salmon recovery by funding habitat protection and restoration projects. It also supports related programs and activities that produce sustainable and measurable benefits for fish and their habitat.

Salmon Recovery Funding Board

William D. Ruckelshaus, Chair, Seattle

Frank "Larry" Cassidy, Jr., Vancouver

Joe Ryan, Seattle

David Troutt, Dupont

Steve Tharinger, Clallam County

Mark Clark, Director, Conservation Commission

Jay Manning, Director, Dept. of Ecology
Designee: Dick Wallace

Jeff Koenings, Director, Dept. of Fish & Wildlife
Designee: Tim Smith

Doug Sutherland, Commissioner, Dept. of Natural Resources
Designee: Craig Partridge

Doug MacDonald, Secretary, Dept. of Transportation
Designee: Megan White

IAC Director

Laura Johnson

**Salmon Habitat Recovery Grants
Policies and Project Section Grants Manual
2007 Edition
Table of Contents**

SECTION 1 – INTRODUCTION & GENERAL POLICIES	5
SECTION 2 – ELIGIBLE APPLICANTS AND PROPOSALS.....	15
SECTION 3 – PROJECT APPLICATIONS	25
SECTION 4 – LEAD ENTITY LISTS AND MATERIALS - INSTRUCTIONS	27
SECTION 5 – SRFB REVIEW OF PROPOSALS & CONSIDERATION FOR FUNDING.....	35
SECTION 6 – SRFB APPROVAL, POST-AWARD ISSUES	41
APPENDIX A: EVALUATING BENEFITS & CERTAINTY.....	45
APPENDIX B - LEAD ENTITY LIST MEMORANDUM 2007.....	49
APPENDIX C - TECHNICAL REVIEW AND EVALUATION OF PROJECTS.....	51
APPENDIX D - REVIEW PANEL “OVERSIGHT” CHECKLIST	55
APPENDIX E - REGIONS WITHOUT REGIONAL ORGANIZATIONS.....	57

LEAD ENTITIES – OVERVIEW

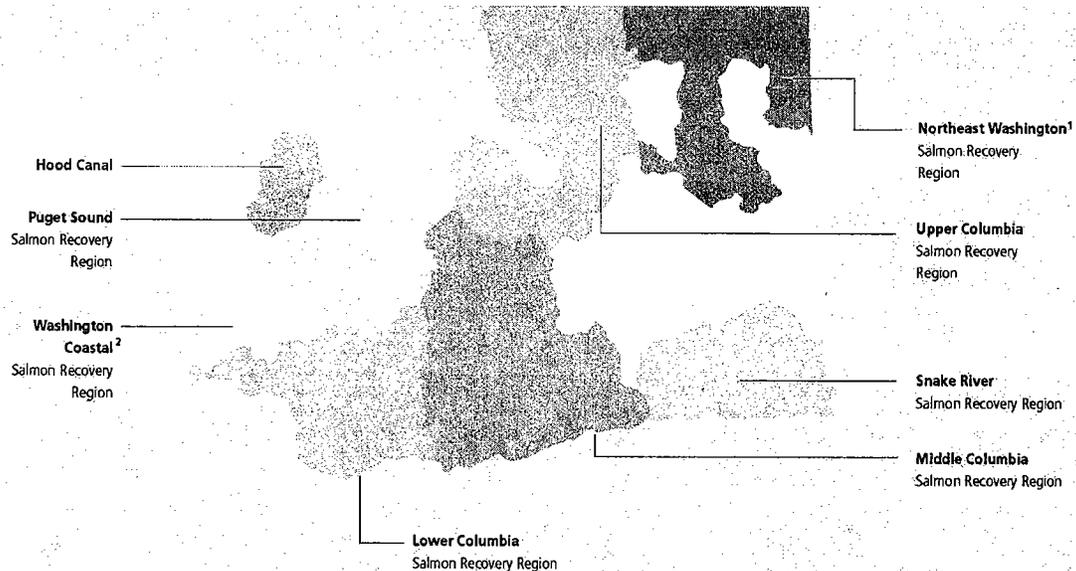
Lead entities were authorized by the Legislature in 1998 in HB2496 (see RCW 77.85.050 - .070). Lead entities are created by the voluntary mutual agreement of cities, counties, and tribes within a geographic area comprised of one or more watersheds (WRIAs). Nonprofit organizations, tribal governments, and local governments are eligible to provide the administrative duties of a lead entity. Administrative functions include establishing and supporting a citizen-based committee, developing strategies, and garnering community support for salmon recovery. Together, the administrative body, citizen-based committee, and technical advisory group form a lead entity. In cooperation with the SRFB, the Washington Department of Fish and Wildlife provides administrative support to lead entities.

The lead entity uses limiting factors analysis and other watershed assessments, analyses, inventories, and studies to develop a habitat restoration and protection strategy. The strategy includes identification of priority species, habitat factors, and watershed processes. Using the principles of “critical pathways methodology” these priorities are used to identify a sequence of habitat restoration and protection actions, in turn leading to a ranked list of restoration and protection projects. Technical advisory groups typically perform the role of screening and reviewing applications for scientific merit. Citizen committees, composed of diverse community interests, are responsible for adopting ranked habitat project lists using information from the technical advisory groups. The resulting project lists are submitted to the SRFB for consideration of funding.

In addition to scientific criteria, the lead entity citizen committee may use other criteria to prioritize projects, including social, economic, and cultural values. An example is identifying or prioritizing a project that, in addition to providing habitat benefits, will help enlist future community support for salmon recovery. Lead entities should weigh the importance of scientifically supportable direct benefits to salmon versus social or economic benefits that may indirectly help the salmon but are more difficult to assess.

A list of lead entity contacts is in Manual #18b, Appendix I.

Salmon Recovery Regions



¹ Not developing salmon recovery plans at this time.

² Lake Ozette Steering Committee, under NMFS guidance, preparing Lake Ozette sockeye recovery plan.

RECOVERING SALMON THE WASHINGTON WAY 2

REGIONAL ORGANIZATION CONTACTS:

Upper Columbia River Salmon Recovery Board: Julie Morgan
Yakima Basin Fish & Wildlife Recovery Board: Alex Conley
Lower Columbia Fish Recovery Board: Jeff Breckel
Snake River Salmon Recovery Board: Steve Martin
Puget Sound Shared Strategy: Jim Kramer
Hood Canal Coordinating Council: Jay Watson

OTHER REGIONAL CONTACTS

Northeast Washington: Mark Wachtel
Washington Coastal: Lee Napier

NOTE REGARDING 2007 Manual, Draft Format:

The 2007 draft Manual 18 has been revised slightly from its predecessors for better text flow and other editorial matters. For example, the description of lead entities, previously in Sec. 4, has been moved to the first page, facing regional organization information.

To the extent substantive policy changes were made or are being suggested for SRFB's review, they are marked in **GREY** shading.

Text in GREY SHADING indicates areas where policy changes may be warranted depending on the outcome of decisions made at the March 8, 2007 SRFB meeting.

Text in a **BOX** indicates material that is cross-referenced to another page, or has a date or other reference that may be updated when the final *Manual* is approved and printed.

SECTION 1 – INTRODUCTION & GENERAL POLICIES

INTRODUCTION

The Washington State Legislature established the Salmon Recovery Funding Board (SRFB) in 1999. (See RCW 77.85; originally enacted as HB 2496 (1998) and SB 5595(1999.))

Salmon recovery funds appropriated by legislative and congressional action are administered by the SRFB to provide assistance for a broad range of salmon habitat restoration, protection, and related activities.

The SRFB is composed of five gubernatorial appointees who are voting members, and five non-voting state agency directors. One of the voting members must be a Cabinet-level representative of the Governor. Agency members are the Departments of Ecology, Fish & Wildlife, Natural Resources, Transportation, and the State Conservation Commission.

The Office of the Interagency Committee for Outdoor Recreation (IAC) provides administrative support to the SRFB, including grants management activities. The term "IAC" commonly refers to both this Committee and its office and staff, led by a Director. Whenever it is important to distinguish among these parties, this manual uses the words "Board," "SRFB," "staff," "Committee," "Director," or "Office", as appropriate¹.

This Grants Manual provides information about the SRFB and its salmon grant policies to state and local agencies, the public, tribes, and other interested constituents.

PROGRAM GOALS

The Mission of the Salmon Recovery Funding Board is:

The Board supports salmon recovery by funding habitat protection and restoration projects. It also supports related programs and activities that produce sustainable and measurable benefits for fish and their habitat.

The Board's primary goal, by investing in salmon recovery efforts through its grants, is to aid in the recovery of salmonids, that is, salmon, trout, and steelhead. Proposals must be developed using science-based information and local citizen review. Proposals must demonstrate through

¹ By July 1, 2007, dependent on passage of legislation, the agency name may change to "Recreation & Conservation Office". Agency duties and roles will not change.

an evaluation and a monitoring process the capacity to be implemented and sustained effectively to benefit fish.

The SRFB is interested in funding riparian, freshwater, estuarine, nearshore, saltwater, and upland projects that protect existing high quality habitats for salmon and restore degraded habitat to increase overall habitat health and biological productivity. The projects may include the actual habitat used by the salmon and also land and water areas that support salmon habitat functions or processes.

The complete text of the SRFB's statement of its mission, scope, and funding strategy is available on the website or by contacting the IAC.

WHAT'S DIFFERENT IN THE 2007 ROUND?

The SRFB has been undergoing a transition in the process leading to funding decisions. Elements of this transition started in 2006 and will continue for 2007 by including:

- Reliance on regional salmon recovery plans and lead entity strategies.
 - **Salmon Recovery Region** (or Regional Area) means a geographic area of the state that encompasses groups of watersheds with common stocks of salmon identified for recovery activities and that generally are consistent with the geographic areas within the state identified by the GSRO and NOAA-Fisheries/US Fish and Wildlife Service. There currently are seven; however, Hood Canal is considering petitioning the GSRO to become the eighth.
 - **Regional Organization** means an entity formed for the purpose of recovering salmon which is recognized in statute (RCW 75.85.010) or by the GSRO. There currently are six.
- SRFB's review of individual projects, only to identify projects of concern.

The intent is to continue to:

- Provide flexibility, recognizing different circumstances across the state.
- Improve efficiencies by shortening the grant time schedule and reducing some of the evaluation steps if no longer needed.
- Streamline the process while transitioning towards more use of regional recovery plans, where such plans are in place or being developed.

Key Policy Principles for the 2007 Salmon Grant Round
Policies applied in 2006 will again apply to the 2007 cycle, which include the following:

- There will be regional allocations.
- For lead entities not participating in regional salmon recovery planning, the Review Panel will evaluate the quality of strategies based on the *Guide to Lead Entity Strategy Development*.
- Where lead entity strategies are part of recovery plans already submitted to the Governor's Salmon Recovery Office and NOAA Fisheries, quality will not be evaluated by the Review Panel.
- The Review Panel evaluation process will be collaborative by working with lead entities and project applicants early on to address project design issues and reduce the likelihood that projects submitted will be "projects of concern."
- A regional approach to funding is important.
- Each of the regions in the state exhibit different complexities, ranging from varying numbers of watersheds to areas with vastly differing sizes of human populations. These complexities require different approaches to salmon recovery.
- Lead entities will continue to be a crucial part of the recovery effort – there is a "fundamental role and need for the LEs".
- There is a need to provide some support for areas not included in a regional recovery plan (at this time: the coast and northeast), while being mindful of the need to reward areas that went to the effort of preparing a regional plan.
- We must continue to have a statewide strategic approach.
- We must use funds efficiently to address both listed and non-listed species.

Policies or process clarifications which have been added or modified for use in the 2007 cycle include the following:

- Because of the increased reliance on local TAG and CAG ratings of projects, only one fix-it loop is scheduled to address specific project issues after the September 2007 application deadline.
- A mid-summer Review Panel optional project review session will be added.
- Lead entities should only submit projects they want the SRFB to consider for funding. They may identify longer lists to show the context of their work but only the shorter list should be entered into PRISM for SRFB funding.

consideration.

- It will be important for lead entities to have enough projects on their lists in the event a portion of regional allocation is not used due to funded projects being withdrawn or receiving funding from a non-SRFB source; see page 29 for details.
- Clearer statements of eligible and ineligible items.
- Increased emphasis on the need for timely completion of projects after grant award. If a project is not ready for funding or the lead entity is unclear about the project's benefits and certainty, the lead entity should resolve these issues with the applicant before submitting an application to the SRFB.

The remainder of the Manual sets out the 2007 policies and processes in detail.

FUNDING ALLOCATIONS IN THE 2007 ROUND

At its [REDACTED], 2007 meeting, the SRFB made final decisions on allocating 2007 funding on a regional basis. These decisions are:

- The Board re-adopted for 2007 the allocation amounts originally set in the 2006 round, as follows:
 - Lower Columbia Region – 15%
 - Puget Sound (including Hood Canal) Region – 45%
 - Mid-Columbia Region – 10%
 - Upper Columbia Region – 11%
 - Snake Region – 9%
 - Northeast Region – 2%
 - Coastal Region – 8%
- The Board intends that these percentages remain “transitional”. The Board is committed to working with the regions and lead entities starting in mid-2007 to dialogue regarding new allocation amounts or processes for use in 2008 and subsequent grant rounds.
- The Board intends to allocate at least 90% of the available funding for 2007 using the regional allocation percentages above. In December 2007, the Board reserves the right to use up to 10% of then-available funds for other activities of statewide benefit, or to apply the funds to grants on the December 2007 lists.

Regional Recovery Plans - Background

In 2004, the SRFB began transitioning away from reviewing individual projects to reviewing lead entity strategies and project lists. In 2005, that emphasis on strategies was continued. The addition of the regional recovery plans² in some parts of the state (completed in June of 2006) brings a new factor, with a need to understand how lead entity strategies, project lists, and projects fit in with the regional efforts.

Recovery plans are comprehensive documents that define and integrate the actions necessary to recover one or more listed salmonid populations within a specified area or region. Comprehensive regional recovery plans utilize scientific assessments; address factors for decline; include measurable goals; and contain actions, commitments, and implementation considerations.

Lead Entity Strategies - Background

A lead entity strategy may be a single, stand-alone document, section(s) in a regional recovery plan, or a bundle of documents that, together, represents the lead entity strategy. The May 2005 update to the Guide is the most recent edition for lead entities to use in making any modifications to their existing strategies.

INFORMATION SOURCES

Office Location:
Natural Resources Building
1111 Washington Street P.O. Box 40917
Olympia, WA 98504-0917

E-mail: Salmon@iac.wa.gov
Voice: (360) 902-2636
FAX: (360) 902-3026
TDD: (360) 902-1996
Web Page: <http://www.iac.wa.gov>

A list of SRFB project managers and lead entity contacts is included in Manual #18b - Application Instructions.

MANUALS

This manual is identified as #18, and is the overall description and guidance document, reflecting the SRFB's policy and administrative direction as updated for applications in the SRFB's 2007 grant cycle. Components

² See State of Washington: An Outline for Salmon Recovery Plans, 2003, Washington Department of Fish and Wildlife. http://wdfw.wa.gov/recovery/salmon_recovery_plan_model_dec03.pdf

of Manual #18 include the 2007 application forms and instructions for specific project types, found in Manuals #18b through #18i.

RELATED PUBLICATIONS

IAC's program manuals are relevant guides to grants administration and will be used for the administration of SRFB grants unless clearly inapplicable. Contact the SRFB to obtain copies of these free publications. Materials also are available on the web site at <http://www.iac.wa.gov/srfb/default.asp>. Each can be made available in an alternative format.

Pertinent IAC administrative manuals include:

- Guidelines for Land Acquisition.....Manual #3
- Development Projects: Policies.....Manual #4
- Conservation EasementsManual #6
- Funded ProjectsManual #7
- Reimbursements: IAC Grant Programs....Manual #8

MANUAL AUTHORITY, ADMINISTRATIVE DELEGATION

Manual #18, and its component parts, is created under the authority granted to the SRFB. It reflects the specific requirements of Chapter 77.85 RCW, RCW 79A.25.240, WAC 420.04 and 420.12, and policies of the Salmon Recovery Funding Board, as well as the general grant administration policies of the IAC, which administers the SRFB grants.

This manual may be adopted or altered solely by a majority vote of the SRFB in a public meeting. Matters of policy relating to changes of this manual are referred to the Board for its consideration.

The director shall have the authority to exercise administrative responsibility and discretion in regard to SRFB grants administration as is provided through the IAC laws and policy manuals for IAC grants. The director likewise shall refer to the SRFB all matters of policy or fiscal significance in relation to SRFB grants and projects.

WORKSHOPS

In collaboration with lead entities and other agencies, the SRFB may conduct application workshops or other informational sessions for the 2007 grant program at the request of the regional areas. The intent is to provide the public, potential sponsors, and interested organizations with an opportunity to learn about and discuss the SRFB funding programs. Schedules and locations are posted on the SRFB web site.

Following grant awards, staff may also conduct "Successful Applicant" workshops to review project agreement implementation and sponsor reimbursement procedures. Information concerning the times and locations of workshops can be obtained by contacting the SRFB or by visiting its website.

PERMITS

It is the responsibility of the grant sponsor to obtain all local, state, and federal approvals and related permits necessary for the project. All necessary permits and approvals must be obtained before construction or final reimbursement. The SRFB may terminate a grant in the event that permits and land use approvals are not obtained in a timely manner.

Many projects will require, among other permits, a state Hydraulic Project Approval (HPA) and its related design approvals. Information about the Washington Department of Fish and Wildlife's HPA is included as an Appendix to the Manual #18b Application Instructions.

NOTE: Add any new provisions or requirements resulting from the recent work in 2007 on the limit 8 habitat restoration program under the ESA 4(d) rule of June 2000.

READINESS TO PROCEED AND TIMELY PROJECT COMPLETION

SRFB requires that all projects be completed in a timely manner after a funding award, and will establish progress milestones in conjunction with the project sponsor. Failure to timely meet key milestones or to complete the grant-funded work may be cause for project termination or reduction. For projects that occur over two or more state budget biennial periods, SRFB cannot guarantee that projects will have funds available unless legislative action permits reappropriation of the relevant capital funds. Such reappropriation requests will require evidence of appropriate progress for the project or funded activity.

SRFB NOT A LAND-USE OR PERMIT HEARINGS BOARD

SRFB's role is to assist in funding salmon habitat projects. It is not, and is not authorized to be, a hearings panel that resolves land use or permitting issues. SRFB's intent is that maximum benefits are gained from the limited SRFB funds available. SRFB expects all proposals to have resolved land use issues through the applicable permit process. To the extent possible, projects should be ready to implement when funded.

REIMBURSEMENTS

The SRFB's grant program is operated on a reimbursement basis. The project sponsor must expend funds and provide documentation for expenditures, before receiving compensation.

The SRFB recognizes that some project sponsors may need cash advances in order to implement the project. Therefore, there is a limited provision for advance payments. For the criteria and process for receiving an advance, please contact the SRFB. IAC Manual 8 identifies the SRFB/IAC policy of cash advances.

PRE-GRANT COSTS

Project costs incurred (including sponsor matching funds) before the start date of the grant's Project Agreement will **not** be reimbursed by SRFB, except in the following instances:

- Engineering and design costs for development projects (i.e. construction-type restoration),
- Costs necessary to establish land values for acquisition or conservation easement projects (e.g. survey, appraisals), or
- Acquisition projects granted a Waiver of Retroactivity (see below).

Pre-grant agreement purchases of land, construction materials, or installation costs are not eligible for reimbursement.

WAIVER OF RETROACTIVITY – PRE-GRANT AWARD ACQUISITION

In most cases, SRFB grant funds are used only to reimburse expenses incurred during the period set out in the Project Agreement. This is known as a "prohibition on retroactivity."

However, based on written justification by an applicant regarding the imminent need to purchase property before the Board approves funding, the director may issue a "Waiver of Retroactivity." Such a waiver allows the acquisition costs incurred by the applicant to remain eligible for reimbursement through the next two consecutive SRFB grant cycles.

A waiver is normally sought when an applicant decides that an imminent condition exists that jeopardizes the acquisition and thus decides to pursue/complete the acquisition after applying but before funding approval. All such expenditures are made at the applicant's risk. That is, if a grant is not awarded, SRFB will not reimburse expenses. To apply for a Waiver of Retroactivity, an applicant must complete the materials in Manual #3.

INSPECTIONS

SRFB staff may visit each project site one or more times as follows:

- Pre-award Visit. Made during the application phase, normally with the applicant.
- While the project is under way.
- When the project is completed.
- Post Completion Compliance Visit. Performed periodically to ensure the site is as described in the Project Agreement.

Page INTENTIONALLY left blank

SECTION 2 – ELIGIBLE APPLICANTS AND PROPOSALS

PROJECT LISTS The Board will consider projects recommended to regions by lead entities (or by lead entities directly where there is no regional organization)³. Project lists, accompanying project applications, and other materials must be postmarked or delivered to the Board's office as stated in the application instructions. **The 2007 deadline for SRFB submissions is September 17, 2007.**

Applications will not be accepted from an area of the state where there is no established lead entity.

APPLICANTS – APPLY THROUGH LEAD ENTITY

Applicants must submit their project proposals to the local lead entity rather than directly to the SRFB. The lead entity is responsible for assembling a ranked list of projects from its area. The lead entity, working with regional organizations as appropriate, establishes its own deadlines for applications to accommodate its review and development of the list for the SRFB. Lead entities within regions are responsible for complying with the region's application submission and review process.

It is desired but not required that regions create one prioritized project list. At least, the region must provide an explanation for the region's recommendation for funding its component lead entity lists.

FORMS

For the applicants, the SRFB has made application forms and its computerized PRISM application system available, so applicants may use SRFB materials even for the initial application through the lead entity. **Final submission of all project materials must be made by the lead entities using PRISM before September 17, 2007.** In addition, SRFB project managers are available to consult with applicants. A list of the SRFB staff by geographic area is included in Manual # 18b - Application Instructions.

POST-AWARD – GRANT CONTRACTS

When a project is approved for SRFB funding, the successful applicants will contract directly with the SRFB to receive the funding. See Section 6 of this manual.

ELIGIBILITY REQUIREMENTS – OVERVIEW

Generally, projects are eligible for SRFB funding consideration when:

- The applicant is eligible.
- The applicant is requesting funds for a project that protects

³ According to RCW 77.85.050: "The lead entity shall submit the habitat project list to the [salmon recovery funding] board *in accordance with procedures adopted by the board.*" [Emphasis added]

or restores salmon habitat. (Types of eligible projects and elements of a project are discussed later in this section.)

- The applicant provides a monetary or in-kind match of 15 percent or more.
- The applicant demonstrates a commitment to long-term (10 years or more) stewardship of the project within the application Evaluation Proposal.
- When the landowner has a legal obligation under local, state, or federal law to perform the project, it must comply with RCW 77.85.130 (6).
- The applicant can demonstrate the project will be installed or completed by the desired deadline, generally within two-three years of funding approval. The project must be implemented as soon as feasible after funding is awarded, and must be completed within five years in any event. SRFB will work with sponsors to establish the most efficient completion schedule reasonable for the project.
- The amount requested from SRFB is not less than \$5,000.

ELIGIBLE APPLICANTS

Eligible applicants are:

- Cities
- Native American Tribes
- Nonprofit Organizations
- Special Purpose Districts
- Regional Fisheries Enhancement Groups
- Counties
- Private Landowners
- Conservation Districts
- State Agencies

Private landowners are eligible applicants for restoration projects only when the project takes place on their own land. Private individuals may not acquire land.

State agencies must have a local partner that would be independently eligible to be a project sponsor. The local partner must be involved in the planning and implementation of the project, and must provide an in-kind or cash contribution to the project.

Nonprofit organizations must be registered with the Office of the Washington Secretary of State to be eligible. A nonprofit's charter, organizational documents or corporate purposes must include authority for the protection or enhancement of natural resources such as salmon, or salmon habitat or related recovery activities. The charter also must include provisions for identification of an equivalent successor under the SRFB grant agreement, in case the nonprofit disbands for any reason. (Note: dissolution provisions are required of all nonprofit corporations under state law.)

Federal agencies may not be direct applicants, but a project may be located on federal lands. Federal agencies may be a partner

with an eligible sponsor. Note that federal restrictions on using federal funds for match will need to be taken into consideration, depending on the federal agency's role with the SRFB grants⁴.

A landowner agreement is required for proposals on land not owned or controlled by the project sponsor. The Application Instructions include forms and materials for Landowner Agreement requirements.

MATCHING SHARE

The Board requires grant applicants to provide a portion of the project value, known as "match." SRFB believes that local match serves an important purpose for effective project implementation by demonstrating local commitment to and support of the project.

The minimum matching share of non-SRFB funds is 15 percent for each project. With the minimum matching value added, the minimum size proposal is a project valued at \$5,000 in SRFB funds, plus the 15% match value.

At its discretion, each lead entity may establish a higher required match amount for its area, or use a sliding scale rewarding higher match amounts. The SRFB will not use match over 15% as an evaluative criteria even if the lead entity has used a higher amount or a sliding scale in its area.

Matching resources can include cash, bonds, local and other state or federal grants (unless prohibited by funding source), donated labor, equipment, or materials and force account. All matching resources must be an integral and necessary part of the approved project, must be eligible SRFB elements and items for the project, and must be committed to the project. SRFB's policies regarding valuation of donations are in Appendix C of Manual #18b-Application Instructions.

No funds administered by the SRFB may be used as a match for a SRFB grant. This may preclude matches provided through SRFB-funded programs such as the Regional Fisheries Enhancement Groups and several state agency programs.

IAC-funded grants are administered separately and may be used as match with SRFB funds. Eligible IAC grant matches may include the Washington Wildlife and Recreation Program (WWRP), Land and Water Conservation Fund (LWCF), Aquatic Lands Enhancement Account (ALEA) and some elements of other grant programs.

⁴ When land acquired with a SRFB grant is transferred to a federal agency the SRFB may change the terms of the grant and remove binding deed-of-right instruments and enter into a memorandum of understanding stating that the property will retain, to the extent feasible, adequate habitat protections, see RCW 77.85.130(7).

Organizations are encouraged to coordinate salmon recovery efforts with other programs, projects, and fund sources. Coordinating efforts and leveraging other sources of funding will help increase benefits to salmon and their habitat as well as making the state's dollars go further.

Mitigation activities, although not eligible for funding (or as match), are also encouraged to be coordinated with salmon recovery projects. SRFB will allow use of mitigation cash payments, such as money from a fund established as a mitigation requirement, as all or part of a required matching share if the money has been passed from the mitigating entity to an otherwise eligible applicant and SRFB grant money does not replace mitigation money or repay the mitigation fund. For example, mitigation requiring purchase of off-site habitat should be coordinated with an adjacent habitat acquisition or restoration project.

PHASED PROJECTS

There is no upper dollar limit for a grant request, however, applicants should consider the potential complexity that large-scale or multi-million dollar projects may create, and for this reason should discuss phasing/staging with SRFB staff. Phased projects are subject to the following:

- Approval of any single stage is limited to that stage; no endorsement or approval is given or implied toward future stages.
- Each stage must stand on its own merits as a viable project.
- Each stage must be submitted as a separate application.
- Progress on earlier stages may be considered by SRFB when making decisions on current proposals by the applicant.

PROJECT'S GEOGRAPHIC SCOPE

Projects should be proposed for specific sites, adjacent worksites, or identified parcels of land. However, applicants may identify a stream reach or estuary or nearshore area for a proposed project site if applicants can demonstrate that siting the project anywhere within the reach, estuary or nearshore area will be effective in achieving the objectives of the project and in addressing the problems identified in the assessments justifying the project.

For acquisition projects, applicants should identify all of the possible parcels that will provide similar benefits and certainty. These parcels should be contiguous or nearly contiguous and include similar conservation values to make them effectively interchangeable in the evaluation process. The project proponent should provide a clear description of how parcels will be prioritized and how priority parcels will be pursued for acquisition.

ELIGIBLE PROJECTS

The Board uses the following definitions to establish eligible project types and elements. Additional detail about eligible project elements for each project type is included in Manual #18b – Project Application Instructions.

ALL projects must address an important habitat condition or watershed process in the area, and the project's primary focus must be on the salmon-related condition or process even though other non-salmon benefits of the proposal (e.g., general education or flood control) may also be present.

The eligible project types are:

ACQUISITION PROJECTS

ACQUISITION Projects

Includes the purchase of land, access, or other property rights in fee title or less than fee, for example conservation easements. Rights or claims may be acquired, provided the value can be established or appraised. All acquisitions are from willing sellers and all less than fee acquisitions are perpetual.

Applicants should note that priorities for intact habitat and identifying the portion of the site contributing to habitat features or watershed processes are included in the Board's recommended criteria for assessing "Benefit" and "Certainty", see Appendix A.

RESTORATION PROJECTS

RESTORATION Projects

ALL types of "Restoration" projects must be able to be completed within three years of funding approval unless additional time is necessary and can be justified by the project sponsor.

Note: Restoration proposals should also refer to the related language in "Evaluation Proposal" in Manuals 18(e), (h) and ___ for requirements for a basic level of technical documentation using a consistent format and checklist. Regions or lead entities may wish to use this or a pre-proposal conference approach to ensure technical and design considerations are addressed early in the process of developing a restoration proposal.

In-Stream Passage – includes those items that affect or provide fish migration up and downstream to include road crossings (bridges and culverts), barriers (dams, log jams), fishways (ladders, chutes, pools), and log and rock weirs.

In-Stream Diversion – includes those items that affect or provide for the withdrawal and return of surface water to include the screening of fish from the actual water diversion (dam, headgate), the water conveyance system (both gravity and pressurized pump),

and the by-pass of fish back to the stream.

In-Stream Habitat - includes those freshwater items that affect or enhance fish habitat below the ordinary high water mark of the water body. Items include work conducted on or next to the channel, bed, bank, and floodplain by adding or removing rocks, gravel, or woody debris. Other items necessary to complete the project may include livestock fencing, water conveyance, or plant removal and control.

Riparian Habitat – includes those freshwater, marine near-shore, and estuarine items that affect or will improve the riparian habitat outside of the ordinary high water mark or in wetlands. Items may include plant establishment, removal, management; livestock fencing; stream crossing; and water supply.

Upland Habitat – includes those items or land use activities that affect water quality and quantity important to fish but occur upslope of the riparian or estuarine area. Items include the timing and delivery of water to the stream; sediment and water temperature control; plant removal, control, and management; and livestock fencing and water supply.

Estuarine/Marine Nearshore - includes those items that affect or enhance fish habitat within the shoreline riparian zone or below the mean high water mark. Items include work conducted in or adjacent to the intertidal area and in subtidal areas. Items include beach restoration; bulkhead removal; dike breaching; plant establishment, removal, and management; and tide channel reconstruction.

NON-CAPITAL PROJECTS

NON-CAPITAL PROJECTS: Assessments And Studies

Assessments and studies must be completed within two years of funding approval unless additional time is necessary and can be justified by the project sponsor.

All elements of assessment projects proposed for SRFB funding must be directly applicable to defined project objectives and scale of the data gap or assessment. Assessments only intended for research purposes, stand-alone monitoring, or general knowledge and understanding of watershed conditions and function, although important, are **not** eligible for SRFB funding.

The results of proposed assessments must **directly and clearly** lead to:

- Design, siting, or a minimum of a 30 percent design of future habitat protection or restoration projects;

Note: Consider adding a list of minimum design criteria.

or

- By research, filling a data gap that is identified as a high or urgent priority in a regional salmon recovery plan and/or lead entity strategy, when:
 - The request(s) will use not more than 10% of the region's pre-allocated fund target;
 - The data gap clearly limits subsequent project identification or development;
 - The region and applicant provide a statement of the larger context for the request, such as its fit with an established regional recovery-related science research agenda or recovery workplan, and how the proposal will help address the identified high-priority data void;
 - The proposal must demonstrate not only its connection with salmon recovery plans and strategies, it must also specifically address why SRFB funds are necessary, rather than another source of funding; and
 - The results must be designed to clearly determine criteria and options for subsequent project identification or development, and show the time frame for implementing such projects if funded.

Such projects could include assessments in freshwater, estuarine, and nearshore environments. Assessment examples could include project feasibility and design studies, channel migration studies, reach-level assessments, and inventories such as barriers or unscreened water diversions. A feasibility study could include assessing the willingness of landowners to allow access to their land for a habitat restoration project or to consider selling a property interest. A reach-level assessment could include physical and biological elements to identify and prioritize restoration and protection projects.

Assessments must be closely coordinated with other assessments and data collection efforts in the watershed and with the appropriate federal, tribal, state, regional, and local organizations and landowners to prevent duplication and ensure the use of appropriate methods and protocols. To improve coordination, lead entities and applicants are encouraged to partner with each other.

To the extent feasible, the concepts and approaches outlined in *Guidance for Watershed Assessment for Salmon* (Joint Natural Resources Cabinet, 2001) should be used to identify and support

the need for the assessment and provide guidance for the design and implementation of the assessment. Applicants must describe how their proposed assessment addresses the stages and elements in the guidance document. It can be found at: <http://www.governor.wa.gov/gspro/publications.htm>.

Marine nearshore assessments should be consistent with the *Guidance for Evaluating SRFB Nearshore Assessments* (PSNERP Screening Committee, 2002). Additionally, nearshore projects in Puget Sound should be consistent with the estuary/nearshore chapter in the Puget Sound Regional Salmon Recovery Plan.

COMBINATION PROJECTS

COMBINATION Projects

Combination projects are projects that include both acquisition and restoration elements OR acquisition and assessments and studies.

INELIGIBLE PROJECTS – SEE LIST, NEXT PAGE

INELIGIBLE PROJECTS AND ELEMENTS

Some specific projects or elements are ineligible for SRFB funding. In general, these ineligible projects or elements do not directly foster the Board's mission, or do not meet specific cost or public policy constraints at this time.

1. Property acquisition through eminent domain.
2. Purchase of buildings or land not essential to the functions or operation and maintenance of the assisted site.
3. Leasing of land.
4. Mitigation project, activities, or funds.
5. Monitoring, maintenance and stewardship as stand-alone projects.
6. Monitoring costs associated with a project, including purchase of equipment necessary to implement or monitor a SRFB development or acquisition project.
7. Construction of buildings or indoor facilities not essential to the operation and maintenance of the assisted site.
8. Capital facilities and public works projects, such as sewer treatment facilities, surface and stormwater management systems, and water supply systems.
9. Converting from septic to sewage treatment systems.
10. Operation or construction of fish hatcheries.
11. Net pens, artificial rearing facilities, remote site incubation systems, and supplementation.
12. Operation of hydropower facilities.
13. Fish harvest and harvest management activities.
14. Fishing license buy-back.
15. Forest practices (RMAP related) covered by the Forest Practices Act or the Forest and Fish Agreement, except such practices occurring on forested lands owned by small private landowners*.
16. Lobbying or legislative activities.
17. Indirect organizational costs.
18. Costs incurred in developing the SRFB grant project application.
19. Any work involving a federally approved HCP.
20. Any project which does not address an important habitat condition or watershed process in the area or where the project's main focus is to support other needs such as general education, property protection or water supply.

* "Small forest landowner" is one who at the time of applying for a SRFB grant, has harvested an average of two million board feet per year or less during the three years prior to submitting a SRFB grant application, and expects to harvest an average volume of two million board feet per year or less during the ten years following the application. That is, a landowner cannot have harvested more than six million board feet over the previous three years or expect to harvest more than twenty million board feet over the next ten years.

Page INTENTIONALLY left blank

SECTION 3 – PROJECT APPLICATIONS

APPLICATION FORMAT – INDIVIDUAL APPLICANTS

Each individual proposal must be for an eligible project type with eligible project elements. The proposal is submitted through a lead entity (in coordination with a regional organization as applicable). If directed by the lead entity, the applicant may initially use a non-SRFB application format. However, each project that the lead entity wants considered by SRFB must have a completed SRFB application in the PRISM on-line computer system by **September 17, 2007**.

SRFB forms are available in paper format, at the SRFB web site, and by direct access through the PRISM computer system. See SRFB Manual #18b, Appendix L.

Applications are *required* to be entered into PRISM by lead entities or applicants this cycle for the formal submittal due by **September 17, 2007**. Lead entities and/or their individual applicants are encouraged to use the PRISM system before the deadline as a tool for preparing their final applications.

The completed application for each individual project on a lead entity list to SRFB consists of a multi-page project proposal and a series of cost estimates, contact addresses, location descriptions and other informational items. See Manuals #18b-18i for individual application forms and instructions.

SRFB will review all projects and project elements for eligibility. Applicants and their respective lead entities are encouraged to consult with SRFB staff as early as possible in the application process to determine any questions of eligibility. SRFB retains the authority at any time to determine the eligibility of a project or its elements, consistent with the criteria outlined in this Manual. Decisions regarding eligibility are first reviewed with the assigned project manager and confirmed with the salmon section manager. In case eligibility is questioned, the director shall provide a final review, including all information and considerations provided by the sponsor and lead entity. The director may request assistance from the Review Panel as well.

EVALUATION BY RECOVERY REGIONS AND LEAD ENTITIES

The lead entities (coordinating with their region) will evaluate and rank project proposals from their area. The lead entity and/or regional reviews may use locally-developed information and criteria to prioritize its projects, including criteria that address social, economic, and cultural values.

Lead entities are encouraged but not required to use the SRFB's definitions of "Benefit" and "Certainty" (divided into high, medium and low ratings.) See Appendix A.

Definitions

Benefit and Certainty

To rate projects for 2007, lead entities may use (but are not required) the SRFB's definitions of *benefits* and *certainty* or equivalent criteria. The SRFB's definitions of *benefits* and *certainty* of projects are enclosed as Appendix A.

OTHER RELATED PROPOSALS

Intensively Monitored Watersheds (IMW)

IMWs are located in the following regions and watersheds:

- Lower Columbia : Abernathy, Mill, and Germany creeks
- Hood Canal: Big Beef, Little Anderson, Stavis, and Seabeck creeks
- Puget Sound:
 - Skagit: Skagit River Estuary
 - Strait of Juan De Fuca: East Twin, West Twin and Deep creeks
- Upper Columbia : Lower Entiat River

Where potential restoration projects are located in or near IMW areas, the regional organization and lead entity should contact IAC and the respective coordinator of existing IMW projects to determine if such sites would adversely affect ongoing data collection in control or treated portions of the IMWs.

For 2007, SRFB has reserved the right to use a portion of any grant funds retained in its 10% discretionary portion of funds (see page 8). Among other possible uses, SRFB may consider funds to assist a region or lead entity with projects that enhance the IMW work.

USING VETERANS IN RESTORATION PROJECTS - ENCOURAGED

Post Conflict Veterans

The 2005 Legislature passed a bill that provides veterans suffering from post traumatic stress disorder and related conditions with the opportunity to be involved in restoring Washington's rivers, streams, lakes, marine waters, and open lands. The Department of Veteran Affairs has created the Veterans Conservation Corps and maintains a list of qualified veterans having an interest in working on these restoration projects. The SRFB will give consideration to salmon restoration projects that involve willing members of the Veterans Conservation Corps. Lead entities also should give consideration to such projects.

SECTION 4 – LEAD ENTITY LISTS AND MATERIALS - INSTRUCTIONS

APPLICATION DEADLINE

For funding consideration, lead entities (where applicable, coordinating with or through any applicable regional recovery organization) must submit their ranked lists of projects, and other supporting application materials to the SRFB by **September 17 , 2007.**

APPLICATION MATERIALS –

For lead entities *involved* in regional recovery plans, please submit the following information to the SRFB on or before **September 17, 2007:**

Lead Entities with Regions

- Lead Entity List Memorandum (see Appendix B)
- An explanation by the Lead Entity in coordination with the regional organization regarding the review and evaluation process for the fit of the project list to the regional strategy and Plan, with documentation (see Information Submission Questionnaire on pages 30-1). This explanation may be turned in September 17th with the rest of the materials; however, the Board will allow a delayed deadline FOR THIS PARTICULAR ITEM, to be submitted to the SRFB not later than September 28, 2007.
- Project Application Materials (one set of application materials for each project to be considered by the SRFB). Since the proposal is being submitted on-line, a paper copy does not need to be provided; however, the following material needs to be submitted via the “attachment” process in PRISM or as hard copy.
 - Authorization Memorandum
 - Maps (general vicinity and work site)
 - Project photo(s)
 - Project Partnership Contribution form (required for state agencies)
 - Barrier Evaluation Form (fish passage projects)
 - Expanded Barrier Evaluation form (fish passage projects)
 - Other materials (optional)

**Lead Entities
NOT with
Regions**

- Evaluation proposal
- Landowner Willingness form

For lead entities *NOT involved* in regional recovery plans, please submit the Memoranda and individual Project Application Materials, as well as the following materials on or before **September 17, 2007**:

- An explanation by the Lead Entity regarding its review and evaluation process for the fit of the project list to its strategy or Plan, with documentation (see Information Submission Questionnaire on page 27). This explanation may be turned in September 17th with the rest of the materials; however, the Board will allow a delayed deadline FOR THIS PARTICULAR ITEM, to be submitted to the SRFB not later than September 28, 2007.
- Project Evaluation Criteria and Citizens Advisory Group (CAG) and Technical Advisory Group (TAG) ratings for each project, including explanations for differences between CAG and TAG ratings.
- The Strategy and Strategy Summary.

ALL application packets should be flat (unfolded), and mailed to:

Salmon Recovery Funding Board
PO Box 40917
Olympia, WA 98504-0917

Regional organizations and lead entities should retain one copy of all materials for their records. **The lead entity information and project application materials must be postmarked on or before September 17, 2007.** Submissions that are illegible, incomplete, or postmarked after the due date will be returned unprocessed. Faxed applications will not be accepted.

**PROJECT LIST –
General
Considerations
and Process**

See Appendix B, for a copy of the “List Memorandum” form for submission to SRFB.

The SRFB is committed to provide the best possible investment in habitat protection and restoration projects. To achieve this goal, the Board supports projects that have been identified and prioritized by lead entity citizen committees, aided by local technical experts, based on a good understanding of the watershed conditions and stock status, and coordinated with other habitat protection and restoration activities in the watersheds at the regional scale. The Board believes project lists developed in this manner will provide the greatest benefits to salmon based on the existing knowledge and support available at this stage of recovery.

Lists of projects submitted must have been prioritized by the lead entity’s technical and citizen committees. Where applicable, regional organizations and lead entities will coordinate to provide responses to the questions in this section explaining recommended pre-allocated amounts to each lead entity. In December 2007, the Board will make its funding decisions based on Board policies and an assessment of the project lists in terms of pre-established regional allocations.

The lead entity must ensure each application has a valid match, is free of mathematical errors, meets eligibility criteria, and is technically complete and sound. When the application is submitted to the SRFB it should contain all required attachments. If a project is not ready for funding or the lead entity is unclear about the project’s benefits and certainty, the lead entity should resolve these issues with the applicant before submitting an application to the SRFB.

Lead entities (and, where applicable, regional recovery organizations) should only submit projects they want the SRFB to consider for funding. They may identify longer lists to show the context of their work but only the shorter list should be entered into PRISM for SRFB funding consideration.

Lead entities (and regions) should plan to submit project lists that meet their target allocation as closely as possible. The Board also recognizes that it may be useful for lead entities to have enough projects on their lists in the event a portion of regional allocation is not used, due to funded projects being withdrawn or receiving funding from a non-SRFB source. Lead entities may submit projects exceeding their target allocations by not more than 25%, to serve as fall backs. In addition, post-September scope or other

project changes can be made to meet final allocation targets. Any significant changes will need consideration and possible re-ranking by the local committees, and could require additional review by the Review Panel if the changes are significant.

**INFORMATION
SUBMISSION
QUESTIONNAIRE**

ALL

Note: Contingent on the results of the Feb. 2-20, 2007 "homework assignment" this section and Appendix D may be changed.

Answers to these questions are to be provided by **ALL lead entities and regional organizations** as part of submittal requirements no later than **September 28, 2007**. Answers will differ depending on whether or not a lead entity or region is involved in recovery planning. Responses may indicate "not applicable" as needed.

Lead entities not involved in regional recovery will also need to submit additional information (per Strategy Summary Information, for Review Panel evaluation and rating using Appendix E).

The Review Panel will draw upon information from answers provided to these questions, along with their observations via participation in local meetings, and presentations made to the Panel in the fall, in preparation of comments to the SRFB.

1. Internal funding allocations:

a. Describe the process and criteria (e.g., SRFB technical and community issues categories) used to develop allocations across watersheds with the region.

2. Local technical review process: The SRFB envisions regional technical project review processes that address, at a minimum, the fit of lead entity project lists to regional recovery plans.

a. Explain how the regional technical review envisioned by the SRFB was conducted, and how was it related to the technical review work of lead entities.

b. Provide documentation of your technical and citizen review processes and results, including review of multi-year implementation plans and work schedules (e.g., a summary of comments of the reviewers and how those were reflected in the project list)

- c. Identify the review team(s) used, when, and why (include expertise, names, and affiliations of members).
- d. Identify and explain the use of conflict-of-interest policies in your technical and citizen review and ranking processes.
- e. Explain how and when the SRFB Review Panel participated in your process (e.g., early in the process, throughout, late, technical and citizen processes).

3. Evaluation process and project lists:

- a. Explain (and provide supportive documentation) what was done to ensure consistency of project lists with the regional recovery plan and with local priorities. The issues to address include:
 - i. Explain how multi-year implementation plans or work schedules were used to develop project lists.
 - ii. Explain the project evaluation and ranking process, criteria, and results within and across watersheds.
 - iii. Explain how the priorities established by lead entities and the rankings of citizen committees were considered.
 - iv. Explain how comments of technical and citizen/policy reviews were addressed in finalizing the project list.
 - v. Document agreement between lead entities and the regional process on project lists (including the fit of lists to regional plans).
 - vi. Explain the dispute resolution process used to resolve any disagreements.
- b. Explain how the allocation of funds to non-listed species is addressed.

**LEAD ENTITY
STRATEGY
SUMMARY
Materials Required
If NOT Participating
in Regional
Recovery Planning**

A lead entity that is not participating in a regional recovery organization submits its project list directly to SRFB, and must submit the documents which compose its strategy, together with the local criteria used to rank the projects. Lead entities not participating in the development of a regional salmon recovery plan must use the *Guide to Lead Entity Strategy Development*, which was adopted by the SRFB on October 30, 2003 and revised in May 2005. This guide is posted on the SRFB website, (<http://www.iac.wa.gov>), or call the SRFB office.

Non-regional lead entity strategies may be structured in many different ways based upon local needs and interests. However, it is helpful for the SRFB, Review Panel and others to have information on strategies in a consistent manner.

The SRFB therefore seeks, by September 28, 2007, the following information, in summary form, from the non-region lead entity during the strategy review process. Non-regional lead entities do not need to restructure their strategies to provide this information. If a Non-regional lead entity strategy does not provide answers for any of the following questions, it should be so indicated, although new or supplemental answers would not be required.

Scientific Information and Technical Foundation

1. What are the stocks and their status in your area?
2. What are the priorities and goals for these stocks? What is the technical basis for these decisions?
3. What are the limiting habitat feature(s) and/or watershed processes limiting recovery? Which are the most important ones?
4. What are the major actions necessary to protect and improve the stocks?
5. What are your priority actions and/or geographic areas based on scientific information? What is the basis for the priorities?

Community Interests

1. How do you assess community interests and support for actions necessary to protect and improve salmon stocks?
2. What types of biologically based high priority projects, geographic areas and actions currently enjoy the community support necessary for successful implementation? (In reference to Figure 1, *Guide to Lead Entity Strategy Development*, where is the overlap in science-based priorities and community priorities?)
3. What types of biologically based high priority projects, geographic areas and actions do not currently enjoy the community support necessary for successful implementation and why?
4. Do you have a strategy or set of actions to increase the

community support necessary for successful implementation of these priority actions and areas? If so, briefly describe the strategy and proposed actions.

Overall Approach to Guide Project Priorities

1. Based on the technical foundation and assessment of community interests, what actions, types of projects and areas are emphasized in your strategy?
2. How does your project ranking system support these priorities?

Page INTENTIONALLY left blank

SECTION 5 – SRFB REVIEW OF PROPOSALS & CONSIDERATION FOR FUNDING

REVIEW PANEL COMPOSITION

The SRFB's 2007 Review Panel will be composed of approximately seven to ten technical and non-technical members plus a non-voting team leader. The technical members will be experts in salmon recovery with a broad range of knowledge in salmon habitat restoration and protection approaches, an understanding of watershed processes and an ecosystem approach to habitat restoration and protection, and an understanding of strategic planning. For 2007, SRFB will also include an acquisition/land use specialist and another nearshore expert if available.

Non-technical members will have an understanding of strategic planning, natural resource issues (including salmon recovery and watershed planning), and will have experience in bridging the gap between science and policy and inclusion of the community and stakeholder interests in policy development and decision-making. They will contribute to the Review Panel an understanding of how a project list, and the ranking of projects on the list, responds to biological priorities and community interests and help build community support for salmon recovery efforts.

The panel is independent in the sense that team members do not represent an agency or constituency and should not currently be involved professionally or as a volunteer in any regional or lead entity process or a project on a lead entity list. Panel members' discussion and decisions should be based on sound scientific information and principles and their best professional judgment.

The panel also will have expertise in a number of different project types (passage, nearshore, assessments, acquisition, in-stream, etc.) to undertake the technical review of proposed projects and provide technical assistance to ensure that they are scientifically sound.

EARLY MEETINGS ON PROJECTS

Lead entities and regional organizations may choose to meet informally with the Review Panel, usually with a member or smaller team of the Panel, to discuss proposed projects. The purpose of these meetings is to identify preliminary issues of concern regarding the technical soundness of proposed projects early in the evaluation process. This will give project applicants the opportunity to address these concerns before the lead entity rates and ranks its projects and before the panel's final evaluation in the fall.

For 2007, it is anticipated that the Review Panel will meet as a whole at least once before the September 17 application deadline. The purpose of the session would be to provide Panel feedback at the earlier stages of list development, and prior to the final October review sessions. Staff will seek to schedule a Panel session in the week of July 9-13, 2007. This session is dependent on availability of the group, on requests from lead entities, and on having adequate project-level information available for the session.

Lacking information that adequately describes a project early in the review process, the Panel may be hampered in determining the merits of the project. It may therefore designate it as “needing more information (NMI).”

At other stages in the review process a project may be considered a preliminary project of concern (PPOC) or a draft project of concern (DPOC). The following table illustrates the progression of the designations a project may experience during the grant cycle as it may ultimately conclude as a project of concern (POC):

STAGE	NMI	PPOC	DPOC	POC
Before Sep. 17 (application deadline)	X	X		
Pre-Nov. 5 (Presentations to R. Panel)	X	X		
Nov. 16 (Draft Report)	X		X	
Nov. 30 (Final Report)	X			
Pre-Dec. 13 (SRFB Awards Funding)	X			X

The Panel will form teams with expertise based on the project types being visited. The team will provide the lead entity with written comments after the visit. The project applicants or lead entity must have entered project information in PRISM or provided a draft Evaluation Proposal for the projects **two weeks** before the visit to give the Panel written information about projects they will be reviewing.

For preliminary review, adequate information about a project usually consists of the following:

- Project goal and objective clearly stated in the project description;
- Map(s);
- Design or preliminary design information; Cost estimate and information on how the cost estimate was developed or will be developed;
- Identification of benefits to fish and certainty of success.

OVERSIGHT & PARTICIPATION

Additionally, the Panel will be available, upon request, to participate in both regional and lead entity meetings where the issues and questions found in Appendices **D (Note: Contingent on whether the Information Submission Questionnaire is used)** and E are discussed. The Panel will document its findings in writing as part of the Panel's draft report to the SRFB.

LEAD ENTITY SUBMISSION OF PROJECT LIST AND APPLICATION MATERIALS

As noted in Section 4, above, lead entities must submit their lists of projects, strategy (as appropriate), including project evaluation criteria, strategy summary, "fit to strategy" information, and supporting application materials to the SRFB by **September 17, 2007**.

PANEL'S REVIEW OF PROJECTS

It is understood and expected that the lead entities (and/or regions, as appropriate) perform the primary technical review of individual projects, having the most detailed knowledge of local conditions, design, and construction approaches. However, to provide for statewide consistency and to help ensure that every project considered for funding by the SRFB is technically sound, the Review Panel will conduct a final technical review of all projects.

The Panel will note for the SRFB any projects it believes have low benefit to salmon, a low likelihood of being successful, or have costs that outweigh the anticipated benefits of the project. The Panel will not otherwise rate, score, or rank projects. The Panel will use the definitions for "low" rankings, found in Appendix A, and will document its comments on the forms found in Appendix C.

It is expected that projects will follow Best Management Practices, when available, and will meet any state and federal permitting requirements. Criteria for the panel's review of individual projects is based on the SRFB's definitions of "low certainty" and "low benefit, see Appendix C.

Any project of concern (POC) noted by the Review Panel will remain on the project lists and continue to be forwarded to the SRFB unless the lead entity decides to withdraw the project. Only the SRFB has the authority to remove a project from consideration for funding.

WDFW REVIEW OF PASSAGE PROJECTS

As part of the SRFB Review Panel process, instream passage and diversion projects, and barrier inventories will be submitted to WDFW for technical review. The WDFW technical review results will be available to the Review Panel and SRFB for consideration in final evaluation and funding decisions.

PUGET SOUND MARINE NEARSHORE PROJECTS

The marine nearshore plays an important role in the life history of salmon. In Puget Sound and several other parts of the state, the marine nearshore in a lead entity area is part of a highly interconnected ecosystem that may span multiple lead entity areas.

- The SRFB encourages all parties with interests in the marine nearshore be participants in the lead entity process.
- The SRFB urges that all lead entities, nearshore project applicants, and the panel use the technical resources identified by the Puget Sound Restoration Project (PSRP) Science Team: *Guidance for Evaluating SRFB Nearshore Assessments* (Screening Committee, 2002) and *Guidance for Protection and Restoration of the Nearshore Ecosystems of the Puget Sound* (Nearshore Science Team, 2003).
- The Review Panel will include at least one member with expertise in marine nearshore ecosystems and familiarity with the technical products developed by the PSRP – Nearshore Science Team.
- Although the SRFB will only need a determination that a nearshore project is technically sound, the Panel will also forward nearshore restoration and protection project evaluations to PSRP managers to determine the fit to the PSRP guidance report listed above for possible future Army Corps of Engineers funding. Projects that are not funded as part of a lead entity list could be considered for funding through this program. This approach should not require any additional work by lead entities or project applicants and could be useful in providing additional funding for marine nearshore projects.

REVIEW OF ASSESSMENT PROJECTS

As part of the SRFB Review Panel process, all assessments or non-capital projects will be submitted to the SRFB for a technical review performed by a subgroup or task force having expertise in developing and implementing assessments. The technical review results will be made available to the Review Panel and SRFB for consideration in final evaluation and funding decisions.

REVIEW PANEL EVALUATION OF LEAD ENTITY LISTS

In the fall of 2007, after initial project reviews by the Panel, the Panel will meet with each region and their respective lead entities to consider the region's project list. The regions will present their project lists to the panel, relate how the project lists address priorities in the regional recovery plan and lead entity strategy, and explain how consideration of social, economic and cultural values by their citizens committee may have changed their technical committees' ranking. The review meetings most likely will be scheduled in Olympia at the Natural Resources Building.

After the region's presentations, the Panel will comment in writing on the relationship of each region's list of projects with regards to priorities identified in the region's recovery plan and lead entity's strategy as appropriate.

For lead entities and regional organizations **participating** in regional recovery planning, the panel will make its observations and conclusions using the template found in Appendix D (Note: Contingent on whether the Information Submission Questionnaire is used.).

For lead entities **not participating** in regional recovery planning, the panel will make its evaluations and ratings using the template found in Appendix E.

SUMMARY:

Lead Entities Participating in Regional Recovery Planning		Lead Entities Not Participating in Regional Recovery Planning
Listed Species	Unlisted Species	See Appendices D & E
See Appendix D	See Appendix D	

REVIEW PANEL RECOMMENDATIONS

The recommendations of the Panel to the SRFB will consist of:

- The Panel will identify specific projects of concern.
- The Panel's narrative regarding the relationship between the project list and the regional salmon recovery plan (only for lead entities in a region undertaking regional recovery planning).
- For non-regional areas:
 - The Panel's evaluation of each strategy's specificity, focus, and quality, and
 - The Panel's overall evaluation of how each lead entity's project list fits the strategy
- The Panel will document the reasons for its recommendations as part of its written report to the SRFB.

Panel members will not reorder lead entity project lists or remove projects from the lists.

SRFB staff will facilitate Panel discussions but will not be part of the decision-making process the Panel uses to develop its recommendations to the SRFB.

PANEL AND STAFF REPORT

The Panel will prepare a draft report of conclusions and recommendations resulting from its reviews and evaluations and provide the draft to lead entity and regional representatives. The lead entity representatives and regions may provide comments for consideration by the panel, if desired, before the panel finalizes report.

The Review Panel will use the written information submitted by project applicants, lead entities and regions, results of meetings with the lead entity and regional representatives, responses to follow-up questions, and comments in response to the draft report to develop final conclusions and recommendations to the SRFB. Staff will assist the panel in developing the final report

In conjunction with the Panel, a staff report will be prepared with recommendations for funding and identifying policy issues important for consideration by the SRFB. The draft staff report will be distributed for public comment, including placement on the SRFB web page with adequate time for comments to be returned and forwarded to the Board.

BOARD FUNDING DECISIONS

Board funding decisions for the 2007 grant round are scheduled to be made at the December 13-14, 2007 regular meeting session.

The SRFB will make its funding decisions based on SRFB funding policies and other information. The SRFB will review the project lists, lead entity strategy summaries, regional input, reports from the Review Panel, staff reports, and public comments (including public testimony at the funding meeting).

All SRFB funding decisions will be made in an open public meeting. Notice of meeting dates will be provided on the Board's website and through regular communication between SRFB's offices, lead entity contacts, and other constituents. All reports, recommendations, and related materials will be posted on the website with adequate time for public review and comment. At its December 2007 funding meeting, the SRFB will offer each lead entity and region the opportunity to give testimony or commentary on project lists and on the overall process.

SUCCESSFUL APPLICANTS WORKSHOPS

Following grant awards, staff will conduct "Successful Applicant Workshops" to review project agreement implementation and sponsor reimbursement procedures. Information concerning the times and locations of workshops can be obtained by contacting the SRFB or by visiting its website.

SECTION 6 – SRFB APPROVAL, POST-AWARD ISSUES

BOARD APPROVAL – PROVISIONAL

After approving a funding allocation based on the lead entity lists, the SRFB will enter into a project agreement with the applicant, implemented through the IAC office. SRFB approval of individual grants is provisional until execution of a formal project agreement.

PROJECT AGREEMENT ISSUES

After approval of funding by the SRFB, and before issuing a project agreement, the director may request updated or clarifying information from the applicant or lead entity. Upon receipt of the information, SRFB staff prepares the project agreement and sends it to the applicant, who becomes the project sponsor upon signature of the project agreement. Each project agreement is verified periodically by SRFB staff for contractual compliance. (See also, Manual #7, Procedures for Funded Projects.)

Applicants have a maximum of 90 days after the SRFB approves a project to provide the required materials for staff to develop agreement materials, or the project may be terminated. The applicant then has no more than 90 days to sign the tendered agreement, or the project may be terminated.

The agreement usually consists of:

- Application materials
- Project start and end dates, key milestones
- Contractual issues – default, responsibilities, liability, etc.
- Special conditions, if applicable.

Copies of the agreement text, sample landowner agreements, and other forms are available through the IAC office.

AVAILABILITY OF MATCHING SHARE

Applicants must provide proof of availability of matching funds prior to finalization of a grant agreement.

COST INCREASES

The SRFB may provide project cost increases if grant funds are available. Project sponsors should use all other funding sources before requesting a cost increase. The IAC director is authorized to approve cost increases up to 20 percent of the total project cost. The SRFB Administrative Sub-Committee can recommend to the full SRFB cost increases over 20 percent of the total project costs. The SRFB can approve these cost increases at a regular meeting.

CONTROL AND TENURE

The Board intends that projects funded with SRFB grants maintain their habitat value, integrity, and functionality over time. To help ensure this, the SRFB requires the project's sponsor have sufficient control and tenure of the land it intends to perform the project on, at the time of agreement. Sufficient control and tenure can be documented by one of the following methods:

Ownership. A project sponsor can demonstrate control and tenure through ownership of the property it intends to place the project on. Property must be free of restrictions, encumbrances, and/or conveyances that could impede project implementation or performance.

Easement. A project sponsor can demonstrate control and tenure through possession of a conservation easement or other similar property interest that allows project implementation and performance.

Lease. A project sponsor can demonstrate control and tenure through possession of a lease that demonstrates property control in a manner that permits project implementation and performance. A lease must be in effect for the duration of the landowner agreement.

Landowner Agreement. A Land Owner Agreement (LOA) can be executed for a project that occurs on land not owned, or otherwise controlled, by the project sponsor. In the absence of a property lease, easement, or sponsor ownership, a LOA is required. A LOA is a document between a project sponsor and the landowner where the project is situated. At a minimum, a LOA allows access by a project sponsor to the site for project implementation, inspection, maintenance, and monitoring. A Land Owner Agreement must be in effect for at least **10 years**. Project Sponsors may use the SRFB's "Land Owner Agreement" or other approved agreement formats. A SRFB project manager can provide details.

READINESS TO PROCEED AND TIMELY PROJECT COMPLETION

SRFB requires that all projects be completed in a timely manner after funding award, and will establish progress milestones in conjunction with the project sponsor. Failure to timely meet key milestones or to complete the grant-funded work may be cause for project termination or reduction. For projects that occur over two or more state budget biennial periods, SRFB cannot guarantee that projects will have funds available unless legislative action permits reappropriation of the relevant capital funds. Such

reappropriation requests require evidence of appropriate progress for the project or funded activity.

CONVERSIONS

Natural resources and facilities purchased or assisted with SRFB funds shall not be converted to uses other than those for which the funds were originally approved. See Chapter WAC 420-12.

Restoration projects shall be subject to conversion approval requirements for **10 years**, or for the duration of the Landowner Agreement. Land acquisitions shall be subject to conversion approval requirements in perpetuity.

SRFB may only approve a conversion when it is assured of the substitution or replacement with natural resources or facilities of at least equal fair market value at the time of conversion. The replacement natural resources and facilities must be of as nearly equivalent or greater usefulness and location, if physically and/or biologically feasible. Where the basis for conversion is an act of nature, and where likely effects of further acts of nature render both the original proposal and a reasonable substitute impossible to reasonably repair or replace, the Board may determine the obligation to continue the project can be terminated.

A conversion also may be declared in instances where a project, due to a management activity, no longer meets or conforms to the intent of the SRFB grant. Examples include:

- Property that, due to a management activity, no longer supports or contains the species for which it was acquired. Replacement would be new property to meet the original intent.
- Development of project areas beyond the minimal levels required to preserve, enhance, or interpret projects of this type. Replacement would be the same as noted above.

Page INTENTIONALLY left blank

APPENDIX A: EVALUATING BENEFITS & CERTAINTY

Note: If the eligibility criteria change these criteria may also change.

Identified & Prioritized in the Strategy	High Benefit Project
Watershed Processes & Habitat Features	Addresses high priority habitat features and/or watershed process that significantly protects or limits the salmonid productivity in the area. Acquisition: More than 60 percent of the total project area is intact habitat, or if less than 60 percent project must be a combination that includes restoration. Assessment: Crucial to understanding watershed processes, is directly relevant to project development or sequencing, and will clearly lead to new projects in high priority areas.
Areas & Actions	Is a high priority action located in a high priority geographic area. Assessment: Fills an important data gap in a high priority area.
Scientific	Is identified through a documented habitat assessment.
Species	Addresses multiple species or unique populations of salmonids essential for recovery or ESA-listed fish species or non-listed populations primarily supported by natural spawning. Fish use has been documented.
Life History	Addresses an important life history stage or habitat type that limits the productivity of the salmonid species in the area and/or project addresses multiple life history requirements.
Costs	Has a low cost relative to the predicted benefits for the project type in that location.

Identified & Prioritized in the Strategy	Medium Benefit Project
Watershed Processes & Habitat Features	May not address the most important limiting factor but will improve habitat conditions. Acquisition: 40-60 percent of the total project area is intact habitat, or if less than 40-60 percent project must be a combination that includes restoration. Assessments: Will lead to new projects in moderate priority areas and is independent of other key conditions being addressed first.

Continues next page

Areas & Actions	May be an important action but in a moderate priority geographic area. Assessment: Fills an important data gap, but is in a moderate priority area.
Scientific	Is identified through a documented habitat assessment or scientific opinion.
Species	Addresses a moderate number of species or unique populations of salmonids essential for recovery or ESA-listed fish species or non-listed populations primarily supported by natural spawning. Fish use has been documented.
Life History	Addresses fewer life history stages or habitat types that limit the productivity of the salmonid species in the area or partially addresses fewer life history requirements.
Costs	Has a reasonable cost relative to the predicted benefits for the project type in that location.

Identified & Prioritized in the Strategy	<u>Low</u> Benefit Project
Watershed Processes & Habitat Features	Has not been proven to address an important habitat condition in the area.
Areas & Actions	Addresses a lower priority action or geographic area.
Scientific	Is unclear or lacks scientific information about the problem being addressed.
Species	Addresses a single species of a low priority. Fish use may not have been documented.
Life History	Is unclear about the salmonid life history being addressed.
Costs	Has a high cost relative to the predicted benefits for that particular project type in that location.

Continues, next page

Identified & Prioritized in the Strategy	High CERTAINTY Project
Appropriate	Scope is appropriate to meet its goals and objectives.
Approach	Is consistent with proven scientific methods. Assessment: Methodology will effectively address an information/data gap or lead to effective implementation of prioritized projects within one-to-two years of completion.
Sequence	Is in the correct sequence and is independent of other actions being taken first.
Threat	Addresses a high potential threat to salmonid habitat.
Stewardship	Clearly describes and funds stewardship of the area or facility for more than 10 years.
Landowner	Landowners are willing to have work done.
Implementation	Actions are scheduled, funded, and ready to take place and have few or no known constraints to successful implementation as well as other projects that may result from this project.

Identified & Prioritized in the Strategy	Medium CERTAINTY Project
Appropriate	Is moderately appropriate to meet its goals and objectives.
Approach	Uses scientific methods that may have been tested but the results are incomplete. Assessment: Methods will effectively address a data gap or lead to effective implementation of prioritized projects within three to five years of completion.
Sequence	Is dependent on other actions being taken first that are outside the scope of this project.
Threat	Addresses a moderate potential threat to salmonid habitat.
Stewardship	Clearly describes but does not fund stewardship of the area or facility for more than 10 years.
Landowner	Landowners may have been contacted and are likely to allow work to be done.
Implementation	Have few or no known constraints to successful implementation as well as other projects that may result from this project.

Continues, next page

Identified & Prioritized in the Strategy	<u>Low</u> Certainty Project
Appropriate	The methodology does not appear to meet the goals and objectives of the project.
Approach	Uses methods that have not been tested or proven to be effective in the past.
Sequence	May be in the wrong sequence with other protection and restoration actions.
Threat	Addresses a low potential threat to salmonid habitat.
Stewardship	Does not describe or fund stewardship of the area or facility.
Landowner	Landowner willingness is unknown.
Implementation	Actions are unscheduled, unfunded, and not ready to take place and has several constraints to successful implementation.

APPENDIX B - LEAD ENTITY LIST MEMORANDUM 2007

Each lead entity submitting a Project List must complete this form.

TO: Salmon Recovery Funding Board (SRFB)
P.O. Box 40917
Olympia, Washington 98504-0917

FROM: _____
(Lead Entity Name)

SRFB is hereby requested to consider the Project List and application for financial assistance for the Salmon Recovery project(s) described below and to grant funding from such State and Federal sources as may be available. Applications are prepared with knowledge of, and in compliance with, SRFB's policies and procedures.

RANK (starting with the highest priority)	PROJECT NAME	PROSPECTIVE SPONSOR	SRFB REQUEST \$\$\$	SPONSOR MATCH \$\$\$	INDIVIDUAL PROJECT SCORE (if scoring was used)

As a lead entity, we certify that to the best of our knowledge, the data in this application is true and correct and are the result of a citizen committee prioritization process.

Authorized Lead Entity Representative:

(signature) *(date)*

Print Name and Title:

Page INTENTIONALLY left blank

APPENDIX C - TECHNICAL REVIEW AND EVALUATION OF PROJECTS

Note: If the eligibility and the associated benefit & certainty criteria change these criteria will also change.

To help ensure that every project funded by the Salmon Recovery Funding Board is technically sound, the Review Panel will note for the SRFB any projects it believes have:

- low benefit to salmon,
- a low likelihood of being successful, and/or
- have costs that outweigh the anticipated benefits of the project.

The Review Panel will not otherwise rate, score, or rank projects. It is expected that projects will follow BMPs, when available, and will meet any state and federal permitting requirements.

Criteria

For restoration and protection-related projects, the Review Panel will determine that a project is not technically sound and cannot be significantly improved if:

1. It is unclear there is a problem to salmonids the project is addressing.
2. Information provided, or current understanding of the system, is not sufficient to determine the need for, or the benefit of, the project.
3. The project is dependent on other key conditions or processes being addressed first.
4. The project has a high cost relative to the anticipated benefits and the project sponsor and lead entity have failed to justify the costs.
5. The project does not account for the conditions or processes in the watershed.
6. The project may be in the wrong sequence with other habitat protection, assessments, or restoration actions in the watershed.
7. The project uses a technique that has not been considered successful in the past.
8. It is unclear how the project will achieve its stated objectives.
9. It is unlikely that the project will achieve its stated objective.
10. There is low potential for threat to habitat conditions if the protection project is not completed.
11. The project design is not adequate or the project is improperly sited.
12. The stewardship description is insufficient or there is inadequate commitment to stewardship and maintenance of the project and this would likely jeopardize the project's success.
13. In addition to applying the above criteria, the project has not been shown to address an important habitat condition or watershed process in the area or where the project's main focus is to support other needs such as general education, property protection or water supply.

For assessment, design, feasibility, and research projects, the project will be deemed a project of concern if:

14. It is not clear there is a problem to salmonids the project is addressing (per the research plan).
15. The project does not address an information need important to understanding the watershed, is not directly relevant to project development or sequencing, and will not clearly lead to beneficial projects.
16. The methodology does not appear to be appropriate to meet the goals and objectives of the project.
17. The project has a high cost relative to the anticipated benefits.
18. The assessment or research does not account for the conditions or processes in the watershed, may be in the wrong sequence with other habitat assessment or restoration activities, or may be inconsistent with a larger assessment or research need.
19. The assessment uses a technique that has not been proven successful in past applications.
20. There are significant constraints to the implementation of high priority project(s) following completion of the assessment.
21. It is unclear how the assessment will achieve its stated objectives.
22. It is unlikely that the assessment will achieve its stated objective.
23. In addition to applying the above criteria, the assessment project minimally addresses a limiting life history stage or habitat type that limits salmon productivity or its main focus is to support other needs such as general education, property protection, or water supply.

2007 SRFB Review Panel Individual Project Comments Form

Panel Member Name:

Date:

Lead Entity:

Project Sponsor:

Project Name:

Project Number:

Project Location:

Project Type:

Please refer to Manual #18, Appendix C, for the criteria for projects that are not considered technically sound. In the "why" box explain your reason for selecting this as a project of concern.

Please check the appropriate box.

1. Is this a "project of concern" according to the SRFB's criteria? Y N
Why?

2. If YES, what would make this a technically sound project according to the SRFB's criteria?

3. If NO, are there ways in which this project could be further improved?

4. Other comments.

Page INTENTIONALLY left blank

APPENDIX D - REVIEW PANEL "OVERSIGHT" CHECKLIST

This template will be used by the Review Panel in preparation of its comments to the SRFB.

Region: _____
Lead Entity: _____

I. Internal funding allocations:
Description of process and criteria (e.g., SRFB technical and community issues categories) used to develop allocations across watersheds with the region.
Comments:
II. Local technical review process:
The SRFB envisions regional technical project review processes that address, at a minimum, the fit of lead entity project lists to regional recovery plans. a. Explanation of regional technical review envisioned by the SRFB, and how was it related to the technical review work of lead entities. b. Documentation of technical and citizens review processes and results, including review of multi-year implementation plans and work schedules (e.g., summary of comments of the reviewers and how those were reflected in the project list). c. Identification of the review team(s) used, when, and why (include expertise, names, and affiliations of members). d. Identification and explanation of the use of conflict-of-interest policies in technical and citizen review and ranking processes. e. Explanation of how and when the SRFB Review Panel participated (e.g., early in the process, throughout, late; technical and citizen processes).
Comments:

III. Evaluation process and project lists

- a. Explanation of (with supportive documentation) what was done to ensure consistency of project lists with the regional recovery plan and with local priorities. The issues to be addressed include:
 - i. Explanation of how multi-year implementation plans or work schedules were used to develop project lists.
 - ii. Explanation of the project evaluation and ranking process, criteria, and results within and across watersheds.
 - iii. Explanation of how the priorities established by lead entities and the rankings of citizen committees were considered.
 - iv. Explanation of how comments of technical and citizen/policy reviews were addressed in finalizing the project list.
 - v. Documentation of agreement between lead entities and the regional process on project lists (including the fit of lists to regional plans).
 - vi. Explanation of the dispute resolution process used to resolve any disagreements.

- b. Explanation of how the allocation of funds to non-listed species was addressed.

Comments:

APPENDIX E - REGIONS WITHOUT REGIONAL ORGANIZATIONS

This template will be used by the Review Panel for lead entities **not covered by regional salmon recovery plans**. The Review Panel will evaluate the specificity and focus of lead entity strategies in five categories: species, watershed and marine ecological processes, habitat conditions, actions and geographic areas, and community issues. The panel will also rate the quality of the strategy. Criteria to accomplish this will be worked out with the affected lead entities and be available at a later date. In addition, The panel will evaluate the fit of lead entity project lists to strategies using two categories: priority actions and geographic areas, and project ranking. For each of these seven categories, the Review Panel will provide a rating of *excellent*, *good*, *fair*, or *poor* according to definitions of "excellent" shown in the template.

Lead Entity: _____

<i>Specificity, Focus, and Certainty of Strategy</i> ⁵				
1. Species and stocks				
The Review Panel will consider:				
<ul style="list-style-type: none"> • Does the strategy clearly identify all of the stocks in the WRIA(s) comprising the lead entity area? • Is the status of each stock presented? • Are one or more stocks prioritized for habitat restoration and/or protection actions? • Is there a clear and supportable rationale for these priorities? • Do the project ranking criteria reflect the priorities? 				
Rating: <input type="checkbox"/> Excellent ⁶ <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor				
Narrative (rationale for rating):				

⁵ See *A Guide to Lead Entity Strategy Development*, June 2005 update, for details.

⁶ The strategy clearly identifies all salmonid species stocks in the lead entity area, and the status of each stock; one or more stocks are prioritized; there is a clear and supportable rationale presented to justify the priorities; and the project ranking criteria reflect these priorities.

2. Watershed and marine ecological processes

The Review Panel will consider:

- Does the strategy clearly identify the watershed and marine ecological processes (i.e., habitat forming processes) that are limiting factors for prioritized stocks?
- Does the strategy prioritize limiting watershed and marine ecological processes?
- Is there a clear and supportable rationale for these priorities?
- Do the project ranking criteria reflect the above priorities?

Rating: _____ Excellent⁷ _____ Good _____ Fair _____ Poor

Narrative (rationale for rating):

3. Habitat features

The Review Panel will consider:

- Does the strategy clearly identify habitat features (i.e., habitat conditions) that are limiting factors for prioritized stocks?
- Does the strategy prioritize limiting habitat features?
- Is there a clear and supportable rationale for these priorities?
- Do the project ranking criteria reflect the above priorities?

Rating: _____ Excellent⁸ _____ Good _____ Fair _____ Poor

Narrative (rationale for rating):

4. Actions and geographic areas

The Review Panel will consider:

- Does the strategy clearly identify specific actions for restoration and/or protection of targeted habitat features and watershed and marine ecological processes?
- Does the strategy prioritize actions for restoration and/or protection of targeted habitat features and watershed and marine ecological processes?
- Does the strategy identify specific geographic areas associated with prioritized actions?
- Is there a clear and supportable rationale for establishing these priorities?
- Do the project ranking criteria reflect these priorities?

Rating: _____ Excellent⁹ _____ Good _____ Fair _____ Poor

⁷ The strategy clearly identifies limiting watershed processes and prioritizes these watershed processes for the benefit of priority species and stocks; there is a clear and supportable rationale for these priorities; and the lead entity's ranking criteria reflect these priorities.

⁸ In an excellent strategy: The strategy clearly identifies limiting habitat features and prioritizes these habitat features for the benefit of priority species and stocks; there is a clear and supportable rationale for these priorities; and the lead entity's ranking criteria reflect these priorities.

⁹ In an excellent strategy: The strategy clearly identifies and prioritizes specific actions and geographic areas for the benefit of priority species and stocks; there is a clear and supportable rationale for these priorities; and the project ranking criteria reflect these priorities.

Narrative (rationale for rating):
<p>5. Community issues</p> <p>The Review Panel will consider:</p> <ul style="list-style-type: none"> • Does the strategy clearly identify community issues and concerns regarding salmon habitat protection and restoration? • Does the strategy propose specific actions for building or maintaining community support for salmon protection and restoration efforts? For the highest biological priority actions and areas? • Does the strategy propose specific actions for building or maintaining community support for the <u>highest biological priority</u> salmon protection and restoration efforts? • Is there a clear and supportable rationale for establishing these priorities? • Does the strategy identify what types of biological based high priority projects, areas, and actions <u>do not</u> currently enjoy community support necessary for successful implementation, and why? • Does the strategy articulate what community values will be taken into consideration in evaluating and ranking projects? • Are project ranking criteria identified that reflect the priorities? • Does the strategy identify an effective process for evaluating and weighing community values and taking these values into consideration when developing and prioritizing project lists?
Rating: <u> </u> Excellent ¹⁰ <u> </u> Good <u> </u> Fair <u> </u> Poor
Narrative (rationale for rating):
<p>5. Certainty</p> <p>The Review Panel will consider:</p> <ul style="list-style-type: none"> • How well supported are hypotheses/assumptions for (1) attributes (e.g., abundance, productivity distribution, diversity), and (2) watershed processes and habitat conditions, that are most limiting fish response? What is the nature of the data to support these hypotheses? [Watershed Data Quality] • How well have the habitat actions been shown to work? [Empirical Support]
Rating: <u> </u> Excellent ¹¹ <u> </u> Good <u> </u> Fair <u> </u> Poor

¹⁰ In an excellent strategy: The strategy provides for an effective process for evaluating and weighing community values and taking these values into consideration when developing and prioritizing project lists; proposes specific actions for building or maintaining community support for highest biological priority actions and areas; lists community values that will be taken into consideration in project evaluation and ranking; and the project evaluation criteria reflect these priorities and values.

¹¹ In an excellent strategy rating: The strategy addresses with empirical data all key assumptions related to factors most limiting watershed processes and habitat conditions affecting fish response, and clearly demonstrates that actions identified in the strategy will achieve the stated goals and objectives for the prioritized species/stock(s).

Narrative (rationale for rating):
Fit of the Project List to the Strategy or Recovery Plan
7. Actions and geographic areas The Review Panel will consider: <ul style="list-style-type: none"> • Based on scientific information and assessment of community interests, does the project list address the highest priority action and areas? • Does the project list benefit the highest priority stocks, limiting watershed and marine ecological processes, and limiting habitat features?
Rating: <u> </u> Excellent ¹² <u> </u> Good <u> </u> Fair <u> </u> Poor
Narrative (rationale for rating):
8. Fit of project ranking The Review Panel will consider: <p>Does the rank <u>order</u> of the project list address the highest priorities identified in the strategy for:</p> <ul style="list-style-type: none"> • Stocks? • Limiting watershed and marine ecological processes? • Limiting habitat features? • Actions? • Geographic areas? • Community interests?
Rating: <u> </u> Excellent ¹³ <u> </u> Good <u> </u> Fair <u> </u> Poor
Narrative (rationale for rating):

¹² To achieve an excellent rating: The entire project list addresses the highest priority actions and areas, benefiting the highest priority stocks and the highest priority habitat features and watershed processes.

¹³ To achieve an excellent rating: The rank order of the entire list of projects fits the priorities (stocks, habitat features, watershed processes, actions, geographic areas, community issues) presented in the strategy or recovery plan. That is, the highest ranked projects fit the highest priorities identified in the strategy or plan and, if there are projects that address lower priorities in the strategy or plan, they are lower in the list.