



allocation strategy. If additional funding were available for the 2011 program year, a second round of regional CSF programs would be conducted.

2. *The "Two-Year (with Lottery) Option"* would offer the CSF program in all lead entity areas, but in two annual grant rounds. Only the funding for the first round (in 2010) would be guaranteed. The second round program (in 2011) would be contingent on further federal and state appropriations. To address this risk, round one participants would be selected by lottery from all those willing and able to proceed in the first year.

## **Analysis**

The board asked NFWF to develop the regional option proposal for consideration in October. The key elements of the revised proposal are as follows:

- NFWF will offer the CSF program through nine regional area grant rounds, based on the regions defined by board (with Puget Sound subdivided into three sub-regions).
- Based on feedback from the Council of Regions, NFWF will use the SRFB regional allocation modified slightly to assure at least a minimum allocation of \$75,000 to each area.
- Ninety percent of the funds will be allocated as grants. Ten percent will be used for program administration.
- Most of the existing characteristics of previous Community Salmon Fund programs will be preserved, including the eligibility of projects, potential applicants, and grant and contract procedures.
- The major differences from the existing program are that:
  - There will be no standard allocation by lead entity, and funding levels by lead entity may vary greatly.
  - Technical review will be conducted at the regional area level with the input of the associated lead entities.
  - Decisions on which projects to fund will be made by NFWF at the regional area level with the input of the associated lead entities.

## **Next Steps**

NFWF initially was selected through a competitive bid process. If the board approves the expenditure of funds, RCO will enter into a contract with NFWF for 2010.

## **Attachment**

- A. Proposal from NFWF

**National Fish and Wildlife Foundation  
Submitted to the Salmon Recovery Funding Board/IAC for the  
Washington State Community Salmon Fund Partnership**

**Proposed Scope of Work for 2010-2011  
Community Salmon Fund - Regional Program  
September 16, 2009**

**Background**

Since 2003, the Salmon Recovery Funding Board (SRFB) and the National Fish and Wildlife Foundation (NFWF) have partnered to implement a grant program for smaller-scale, community-oriented habitat restoration and protection projects. In September 2003, SRFB provided a \$300,000 grant to NFWF to develop and administer a pilot “Community Salmon Fund” (CSF) small grants program. NFWF matched the SRFB grant with an equal amount of federal funds and chose four locations to implement the pilot program. In January 2005, SRFB provided a \$1,072,500 grant to NFWF to be matched with an equal amount of federal funds to expand the pilot to provide the CSF program to 17 lead entities (LEs). Based on success of these early programs, SRFB approved a \$1,500,000 grant to NFWF in April 2006 to be matched with an equal amount of federal funds to expand the CSF program to reach all 27 LEs statewide. This statewide program was renewed at the same funding level again for 2008-2009 by a SRFB grant in December 2007.

With the current program reaching its completion, SRFB staff recently asked NFWF to submit a proposal for another year of the CSF program at the statewide level. In response to this request, NFWF is submitting the following proposed scope of work to continue the CSF program in Washington State.

Funding cuts at the state and federal level make it impractical to continue the Community Salmon Fund program as it is currently designed, with individual programs offered in each of 27 lead entity areas. The SRFB funding level for the program is likely to be reduced from \$1.5 million to \$700,000, with a corresponding cut in NFWF’s dollar-for-dollar match. With less than half of the current funding available for the 2010 program year, the program approach must change in order to effectively make grants.

At the request of SRFB staff, NFWF identified two options for maintaining the fundamental characteristics of the Community Salmon Fund program while cutting program funding. After presenting these options at the August 14<sup>th</sup> SRFB meeting, the SRFB directed NFWF to pursue the Regional Area option described below in greater detail.

After the SRFB meeting, NFWF worked with the various Lead Entities and Regional Organizations to finalize the details of the revised program. On August 21, NFWF met with the Council of Regions, and on August 27, NFWF participated in a conference call with LEAG to discuss the strategy to conduct grant rounds by regional area for the 2010 Community Salmon Fund program and to receive comments on the allocation of funds within the regional areas. The proposed scope of work reflects the input received during these meetings and reflects the consensus that was achieved regarding funding allocations within the regional areas.

### The Regional Area Program

NFWF will offer regional CSF programs in seven of the Salmon Recovery Regional Areas defined by SRFB, with the Puget Sound and Hood Canal Regional Areas combined and split into three sub-regional areas for a total of nine Regional Area grant rounds.

NFWF initially proposed that funding for each Regional Area be divided using the existing SRFB regional allocation strategy. The Council of Regions proposed that NFWF institute a minimum Regional Area allocation of \$75,000 to ensure a robust program. Only one Regional Area (Northeast WA) fell below this amount and the Council of Regions suggested that NFWF supplement Northeast WA's Regional Area allocation by reducing the other Regional Areas' allocations by a small percentage relative to their initial allocations.

Assuming that SRFB and NFWF each contribute \$700,000 to the 2010 program, 90% of which is allocated as grants, the allocations by Regional Area would be as follows:

<u>CSF Regional Areas</u>	<u>Allocation of CSF Funds</u>	<u>Regional Area Allocation Percentages</u>
1. Lower Columbia	\$181,396	14.40%
2. Mid Columbia	\$119,359	9.47%
3. Northeast WA	\$75,000	5.95%
4. Snake River	\$107,386	8.52%
5. Upper Columbia	\$131,210	10.41%
6. WA Coastal	\$108,838	8.64%
7-9. Puget Sound and Hood Canal*	\$536,811	42.60%
<b>TOTAL</b>	<b>\$1,260,000</b>	<b>100.00%</b>

\* The Puget Sound and Hood Canal Regional Areas will be combined and divided into three sub-regions.

Most of the existing characteristics of previous Community Salmon Fund programs will be preserved, including the eligibility of projects, potential applicants, and grant and contract procedures. The major differences from the existing program are that:

1. There will be no standard allocation by lead entity, as is currently the case, and funding levels by lead entity may vary greatly.
2. Technical review will be conducted at the Regional Area level with the input of the associated Lead Entities.
3. Decisions on which projects to fund will be made by NFWF at the Regional Area level with the input of the associated Lead Entities.

## **Scope of Work**

This scope of work details the tasks, activities, and deliverables associated with running the Community Salmon Fund partnership at the regional level. This scope of work is organized into four principal tasks, which will be completed over the course of a contract period from January 1, 2010 through December 31, 2012. The following scope of work provides for all tasks associated with solicitation and administration of projects through nine regional grant rounds during the 2010 program year. The overall program schedule is included in Attachment A. The management fee to administer this program will cover all the following tasks, activities, and deliverables.

### ***Task 1: Establish Partnerships with Regional Cosponsors (January 2010 – March 2010)***

NFWF will notify all nine CSF Regional Areas about the availability of the new program and invite letters of interest from all pertinent Lead Entities and Regional Organizations to cosponsor regional grant rounds in their areas. The notice will include details about program criteria, specifications, and the roles and commitments of the corresponding Lead Entities and Regional Organizations as program partners. NFWF will poll its partners within each CSF Regional Area to determine their preference on the timing of the Regional Area grant round. NFWF will work with the Puget Sound Lead Entities, the Hood Canal Coordinating Council, and the Puget Sound Partnership to incorporate the Hood Canal Regional Area into the Puget Sound Regional Area and subsequently split this combined Regional Area into three sub-regions for the Community Salmon Fund. Taking as much preference into consideration as possible, NFWF will schedule the nine CSF Regional Area grant rounds over the nine-month schedule. NFWF will administer each grant round with the assistance of the corresponding Lead Entities and Regional Organizations. NFWF will work with each CSF Regional Area to tailor eligibility requirements for the program, reach out to applicants, organize the technical review of proposals, and award grants. CSF Regional Areas may also provide matching funds to help reduce matching responsibilities of individual project applicants.

### ***Task 2: Administer regional grant rounds in each Recovery Region (April 2010 – December 2010)***

NFWF will establish partnerships within each CSF Regional Area to run a regional grant review and selection process, with the goal of distributing the administrative effort evenly throughout the contract period. Each regional grant round is expected to take four to five months from date of RFP release to when grants are awarded, so there will be some overlap among the grant rounds. A sample of a regional grant round schedule is included in Attachment A. Each grant round will follow the same basic four-step process to select projects: (1) working with partners in the CSF Regional Area to customize application materials; (2) soliciting proposals from project sponsors; (3) independent technical team review; and (4) final selection.

Customizing regional programs within each CSF Regional Area: NFWF will work with our partners in each CSF Regional Area to tailor the program so that the grants will emphasize the dual goals of restoring important salmon habitat and involving local communities in salmon recovery efforts, and so that the review process suits the needs of each CSF Regional Area. NFWF will provide its partners with templates of outreach materials, including Requests for Proposals (see Attachment B), application guidelines (see Attachment C), and reviewer scoresheets (see Attachment D). NFWF will work with its partners in each CSF Regional Area

to set maximum project and award limits and tailor the list of eligible activities and sponsors. NFWF will work to update the application and reference materials as the program progresses. The standard maximum grant award per project (of joint SRFB/NFWF funds) will be \$75,000. Program cosponsors may opt to set smaller limits based on regional priorities and the anticipated pool of applicants. Applicants will be expected to provide a minimum percentage of cash or in-kind match of 50% of the award (if other program partners are able to provide additional match at the programmatic level, this match requirement for applicants may be reduced). So for example, for an application requesting \$40,000 of CSF funds, the applicant would be expected to document at least \$20,000 of matching funds for a total project cost of \$60,000.

The remainder of the format and substance of the application guidelines will be the same for all programs to ensure continuity and technical accountability.

Selecting a technical team: NFWF will work with its partners in each CSF Regional Area to select an independent technical team to score the projects based on their salmon benefits, scientific merits, community involvement, partnerships, and budget/match (see Attachment D). Each of the review teams will include members of the regional technical advisory group to ensure consistency with regional priorities, as well as other local government, state, federal, nonprofit, and tribal scientists and restoration specialists. In some cases, the CSF Regional Area partners may decide to use an existing regional technical advisory committee instead of an ad-hoc team.

Soliciting proposals from project sponsors: In each program, NFWF and its local program cosponsors will distribute the RFP (see Attachment B) and application form (see Attachment C) through a variety of means: by email to an extensive list of both NFWF and cosponsor contacts, by general advertisement through local press outlets, and online through NFWF's website. Applicants will be given up to six weeks to prepare proposals. During the submission period, NFWF staff will respond to inquiries from applicants about eligibility criteria and preparing proposals. Local conservation districts will also be consulted and encouraged to solicit projects from their community contacts and work with landowners to identify and collaborate on restoration projects.

Technical review: Once proposals are submitted NFWF staff will distribute them to the reviewers, along with scoresheets and detailed reviewer instructions. Three to four weeks later (giving the reviewers time to review the proposals), NFWF will work with its partners in each CSF Regional Area to convene a meeting of the technical team. Reviewers will score proposals on salmon benefits, scientific merits, community involvement, partnerships, and budget/match. The scores for technical merit will include an assessment of how well the proposal addresses priorities identified in regional strategies or salmon recovery plans (where applicable). If necessary, reviewers will submit follow-up questions for applicants, which NFWF and its partners can resolve over the phone or with a site visit. A NFWF representative will be present during the technical review meeting and will facilitate the technical review process.

Follow-up with applicants / site visits: After the technical review, NFWF staff will call applicants to give them an opportunity to respond to the reviewers' questions. In some cases, reviewers will request site visits to learn more about the proposed projects.

Final selection: Once staff and reviewers have completed site visits and follow-up calls, NFWF will consider the technical teams' recommendations and supplemental applicant information in order to recommend finalists for funding and confer with its partners in each CSF Regional Area to finalize the funding decisions. These decisions will be based on the technical team's scores, the input of the partners in each CSF Regional Area, and any other information that has become available after the review through site visits or follow-up questions to applicants.

NFWF Board of Directors and Congressional notification: Once projects are selected, NFWF will send abstracts of these projects to its Board of Directors and the corresponding Washington Congressional delegation offices in DC for their review. They are given 30 days to bring up any comments or concerns about the CSF finalists. The NFWF Board of Directors is required to be informed of projects prior to award of Federal funding. This process helps keep appropriators informed and engaged in the program.

***Task 3: Project and Fiscal Administration (September 2010 – December 2012)***

Following Congressional review, NFWF staff will notify the applicants of the awards and begin negotiating contracts. NFWF's project and fiscal administration responsibilities will include sending awards letters, contracting with grantees, disbursing funds, reviewing progress and final reports, and providing ongoing support to applicants and grantees with questions about the process.

***Task 4: Evaluation and Reporting (September 2010 – December 2012)***

Monitoring project implementation: In all its programs, NFWF monitors compliance with contract provisions through the closeout of the project contract by requiring regular reporting from grantees. At the completion of the CSF program, NFWF will also conduct site visits to a subset of randomly selected projects representing a variety of project types and locations to ensure that the reports submitted by the grantees provide an accurate representation of overall project results and compliance with the grant agreement.

Reporting: NFWF will provide semi-annual progress reports to SRFB on the status and results of grants made through the program, as well as a final report to SRFB at completion of the program. The final report to SRFB will include the following details:

- An overview of each program, explaining roles of program partners, grant eligibility, and the method for incorporating the Recovery Region strategies into the program;
- A list of funded projects and preliminary results, including metrics such as stream miles and acres restored;
- Copies of all applications, maps, attachments, and other documents that are part of each project contract.
- An assessment of program success and recommendations about improvements to the process, potential areas of expansion, and ideas for seeking match funds from other sources.

In addition, in keeping with the program's goals of engaging and informing the public regarding salmon recovery, NFWF will communicate the results of the Community Salmon Fund program in *Restoration Narratives 2*, a publication that will be made available to the public and interested state and federal agencies and the Washington Congressional delegation. This publication will

elaborate on the technical achievements and tell the stories of community stewardship aspects of the program with compelling narratives of successes, experiences, and lessons learned from the perspectives of community project sponsors. NFWF will work with a communications expert to interview, compile and format the publication.

Finally, any reporting or press release material for the program will include, as appropriate, reference to the Washington State contribution of state funds to assist the program.

**Cost and Program Performance Period**

The total administrative cost for the program is 10% of the total program cost (\$140,000).

TASK	NFWF ADMIN COSTS	CSF COSTS	TOTAL COST
NFWF Sub-Total	\$0	\$ 700,000	\$700,000
SRFB Sub-Total	\$140,000	\$ 560,000	\$700,000
TOTAL	\$140,000	\$ 1,260,000	\$1,400,000

The performance period will be from January 1, 2010 through December 31, 2012.

Thank you for your continued interest in working with the National Fish and Wildlife Foundation on this important program. If you need additional details, or have any questions, please contact:

Krystyna Wolniakowski, Director, Western Partnership Office,  
krystyna.wolniakowski@nfwf.org, 503-417-8700 x6005,

Or

Cara Rose, Assistant Director, Western Partnership Office,  
cara.rose@nfwf.org, 503-417-8700 x6008

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**Attachment A: Preliminary Schedule for 2010 (Nine Regional Area Grant Rounds)**

**Sample Regional Area Grant Round Schedule**

Sample Timing	Date of RFP Release	Proposal Due Date	Technical Review Meeting	Final Review Meeting	Grants Awarded
First Set of Regional Rounds	Apr, 2010	Jun, 2010	Jul, 2010	Aug, 2010	Sept, 2010
Second Set of Regional Rounds	May, 2010	Jul, 2010	Aug, 2010	Sept, 2010	Oct, 2010
Third Set of Regional Rounds	Jun, 2010	Aug, 2010	Sept, 2010	Oct, 2010	Nov, 2010
Fourth Set of Regional Rounds	Jul, 2010	Sept, 2010	Oct, 2010	Nov, 2010	Dec, 2010

**Overall Program Schedule**

Contact Recovery Area Partners	Develop Program Materials	Commence Regional Grant Rounds	Complete Regional Grant Rounds	Grantees Complete Projects	Final Report to SRFB
Jan, 2010	Feb, 2010	Apr, 2010	Dec, 2010	Sept, 2012	Dec, 2012

## Attachment B: Sample CSF Request for Proposals



# Pend Oreille Community Salmon Fund Request for Proposals

***Deadline: Thursday, April 30<sup>th</sup>, 2009.***

### **Background**

The National Fish and Wildlife Foundation (NFWF) and the Salmon Recovery Funding Board (SRFB) have established the Pend Oreille Community Salmon Fund to stimulate smaller-scale, voluntary action by landowners, community groups, and businesses to support salmon recovery on private property within the Pend Oreille Lead Entity. Projects on public property will be considered if they have excellent community involvement and can serve as a model for similar efforts on private property. Grants will be jointly selected by NFWF and the Pend Oreille Lead Entity, and administered by NFWF.

### **Goals**

The goals of the Pend Oreille Community Salmon Fund are to:

- Fund habitat protection and restoration projects that have a substantial benefit to watershed health and are consistent with the Pend Oreille Lead Entity Strategy. For more information about your local salmon recovery plan, please contact Joe Maroney, Pend Oreille Lead Entity Coordinator.
- Encourage landowners, business owners, and community groups to become engaged in salmon habitat conservation and stewardship.
- Stimulate creativity and leadership among various constituencies to address conservation needs, especially farmers, rural forest landowners, suburban homeowners, businesses, and industries.

### **Eligible Costs**

The Pend Oreille Community Salmon Fund will award grants of up to \$75,000. The program's primary focus is smaller-scale, community-based restoration projects that reflect the goals of local recovery strategies. Requests for funds to complete large-scale restoration projects (such as SRFB proposals) will not be considered. The following are examples of eligible costs:

- Restoration of habitat within and along salmon-bearing rivers, streams, and the marine nearshore.
- Project design and development that is anticipated to lead to an on-the-ground restoration project within 18 months.

In addition, the following new project categories are eligible for funding under this round of the Pend Oreille Community Salmon Fund:

- Creative partnerships for salmon recovery that address the eventual implementation of restoration work.
  - Examples of eligible projects under this category include: coordinating a farmers' group interested in riparian restoration, organizing salmon workshops with streamside businesses, or doing targeted outreach to neighborhood groups to explore local restoration options. The goal of these activities is to engage new communities in salmon recovery and enlist prospective landowners willing to participate in on-the-ground restoration work.
- Maintenance of previously awarded Community Salmon Fund projects.
  - Grantees of projects funded under previous CSF rounds are encouraged to apply for funds to conduct on-site maintenance of CSF-funded project activities and deliverables.

Applicants interested in submitting a proposal under one of these new categories are asked to contact Brian Ferrasci-O'Malley ([bferrasci-omalley@evergreenfc.com](mailto:bferrasci-omalley@evergreenfc.com)) at (206) 691-0700 prior to applying.

*Note:* Full fee acquisition, less-than-fee acquisition, free-standing educational projects not associated with eventual restoration activities, mitigation or corrective actions, general planning and feasibility studies, and legal or lobbying efforts are ineligible costs under this program.

### **Applicants**

Applicants may be non-profits, educational institutions, tribes, community groups, business associations, RFEGs, conservation districts or local governments. Community groups without non-profit tax status will need to secure an eligible financial sponsor. Successful applicants will:

- Have excellent connections and high credibility with communities that live and work along salmon-bearing waterways.
- Have a history of successfully implemented conservation or restoration projects or have initiated projects with target communities.
- Demonstrate innovative and creative solutions to conservation problems.
- Develop other partnerships to sustain their recovery and restoration initiatives.
- Demonstrate the capacity to maintain the habitat values of the project site.

### **Application Process and Schedule**

Applications for the Pend Oreille Community Salmon Fund are due April 30<sup>th</sup>, 2009. Applicants will be notified of the results by July 17<sup>th</sup>, 2009. *Please note:* Funded projects must be completed by September 30<sup>th</sup>, 2010.

The Pend Oreille Community Salmon Fund uses NFWF's online application interface: EasyGrants. To start an application, please click on the following link: <http://www.nfwf.org/easygrants>. New users to the system will be prompted to register before starting their application. Once you have started an application, you can save it and return at a later point to complete it, up until the application deadline. Please be sure to disable the pop-up blocker on your Internet browser prior to starting an application.

A technical team made up of regional experts familiar with salmon recovery needs, techniques and the local communities will review proposals based on technical merit, potential benefit to the community, and cost-effectiveness. Projects will be selected for funding jointly by NFWF and Pend Oreille. Preference will be given to proposals that:

- Address priorities identified in the local recovery plan;
- Address salmon habitat restoration on private property;
- Have excellent salmon benefits and high visibility;
- Engage community groups as project sponsors and/or hosts;
- Include a location, project type, or community partner that is under-represented in salmon recovery efforts;
- Have a high likelihood of being self-sustaining after the grant period;
- Include significant match from other sources (at least 50% of the total grant request in cash or in-kind contributions; i.e. for an application requesting \$30,000 of CSF funds, an applicant would be expected to document at least \$15,000 of matching funds, for a total project cost of \$45,000). Match funds may be cash or in-kind from the applicant or partners, and must be non-federal.

### **Further Information**

For more information about the Community Salmon Fund application process, contact Brian Ferrasci-O'Malley with Evergreen Funding Consultants ([bferrasci-omalley@evergreenfc.com](mailto:bferrasci-omalley@evergreenfc.com)) at (206) 691-0700. For information about local salmon recovery priorities, please contact Joe Maroney ([jmaroney@kalispeltribe.com](mailto:jmaroney@kalispeltribe.com)), Pend Oreille Lead Entity Coordinator at (509) 447-7272. This document and links to the application form are available at <http://www.nfwf.org/csf/srfb>.

## Attachment C: Sample CSF Proposal Narrative



### Community Salmon Fund Full Proposal Project Narrative

**Instructions:** Save this document on your computer and complete the narrative in the format provided. The final narrative should not exceed six (6) pages; do not delete the text provided below. Once complete, upload this document into the on-line application as instructed.

- 1. Project Information:** Please provide the following information about your project:  
Project site latitude / longitude: \_\_\_\_\_  
Lead entity name & WRIA #: \_\_\_\_\_  
Body of water affected: \_\_\_\_\_  
Salmon species benefited: \_\_\_\_\_  
Project type (choose one: Restoration, Design & Development, Creative Partnerships, or Previous CSF Project Maintenance): \_\_\_\_\_
- 2. Legal Permission:** Do you have legal permission to be on the project site? Please explain.
- 3. Project Need:** Describe the salmon habitat conservation need or problem this project will address. Describe how this project is consistent with your local salmon recovery plan and how it will benefit watershed health. Discuss how this project will encourage landowners, local businesses and community groups to become engaged in salmon habitat conservation and stewardship, or stimulate creativity and leadership among various constituencies to address conservation needs.
- 4. Habitat Conservation Objectives/Benefits:** List the tangible salmon restoration objectives and benefits of the project on the local and watershed levels (*e.g. re-establish riparian forest along 2,000 linear feet of Salmon Creek; increase in-stream habitat complexity of Salmon Creek through installation of 25 pieces of large woody debris*). Where appropriate, note how these outcomes and benefits address priorities identified in the local recovery plan.
- 5. Community Involvement Objectives/Benefits:** List the community involvement objectives and the stewardship and educational benefits of the project (*e.g. recruit 75 volunteers from Harbor City to participate in bi-weekly planting parties; open up access to 2.5 miles of interpretive trails in Harbor City Park*). Community involvement can include: (a) engaging large numbers of the community (*e.g. school groups, community groups, large planting parties*) in restoration projects through volunteering and stewardship; and/or (b) engaging a smaller number of key landowners (*e.g. farmers, business owners, etc.*) in restoration activities and including a clear plan for how their involvement will encourage participation of a broader segment of that community through dissemination. Please also describe your organization's prior experience (if any) working with the target community.
- 6. Activities:** Complete the following table to identify the primary activities that will be employed through this project. Check each box that applies to your project. For each checked box, quantify

your results using the indicated unit of measurement to the best of your ability. Please add activities that may not be listed below.

Check	Proposed Activity	Unit of Measurement	Expected Result
X	<i>Example: Riparian planting</i>	<i>Example: Square feet planted <u>and</u> number of plants</i>	<i>Example: 45,000 square feet, 300 conifer and 500 shrubs</i>
	Land acquisition/conservation easement	Acres of land acquired/preserved in easement	
	Riparian planting	Square feet planted <u>and</u> number of plants	
	Invasive plant removal	Square feet of invasive vegetation removed	
	Fencing	Linear feet of fence	
	Wood placement	Number and size of pieces placed	
	Bank stabilization	Linear feet of bank stabilized	
	Channel modification	Linear feet of channel restored/added/modified	
	Culvert modification or replacement	Number of culverts modified/replaced <u>and</u> linear feet of upstream channel opened	
	Off-channel habitat restoration	Square feet of habitat opened/restored/created	
	Landowner participation	Number of landowners contacted/involved	
	Community involvement	Number of volunteers contacted/involved	
	Student education	Number of students educated/involved	
	Other	(please describe and quantify)	

7. **Methodology:** Describe how each activity identified above will be implemented. Also, explain how the activities relate to established local plans (management, conservation, recovery, etc.), as well as the habitat conservation and community involvement objectives described above.
  
8. **Evaluation/Monitoring:** Describe in detail your strategy for managing and evaluating project results, including specifics on how success will be defined and measured. Describe in detail your monitoring plan, including those activities that will take place after completion of this grant. If possible, identify how post-grant monitoring will be funded.

9. **Proposed Partnerships:** Briefly list the proposed partners and the roles that they will play in implementing the project. (Note: a project partner is any group, agency, organization or individual that contributes to the project outcomes in a substantial way and is closely involved in the completion of the project.)
  
10. **Dissemination:** Describe how the results of the project (including monitoring results) will be actively disseminated to the appropriate audiences. Please specifically state how you will work with local media outlets, neighboring landowners, partner organizations, and others to disseminate information on the project before, during, and after the proposed activities.
  
11. **Project Team:** List key individuals and describe their qualifications relevant to implementation of this project.
  
12. **Other (Optional):** Provide any further information important for the review of this proposal.

**Attachment D: Sample CSF Reviewer Scoresheet**

**2008 Community Salmon Fund Scoresheet**

APPLICANT		PROJECT TITLE	
REVIEWER		DATE	

Scoring Guide	10 point scale	5 point scale
Exceeds criterion	10	5
Barely meets criterion	5	3
Addresses question but does not meet criterion	1	1
Does not address the question/provides an unrelated answer	0	0



Scoring Criteria	Score	Reviewer Comments
<p><b><i>Salmon habitat benefits / scientific merit</i></b></p> <ul style="list-style-type: none"> <li><b>Local/watershed benefit</b> Does the proposal address a real conservation or management need consistent with the local salmon recovery strategy (where applicable)? Will the proposed activities benefit salmon in the target watershed in a tangible way?</li> <li><b>Scientific feasibility</b> Can the project accomplish the stated objectives? Can the goal be achieved under the proposed activities?</li> <li><b>Evaluation/monitoring</b> Is there a well-developed methodology for managing and evaluating program results, including measures of success?</li> </ul>	<p><b>Score (1-10)</b></p> <p>■</p>	<p>■</p>
<p><b><i>Community involvement</i></b></p> <ul style="list-style-type: none"> <li><b>Applicant and partners' ability to reach community</b> Does the applicant have a history of successfully implementing conservation or restoration projects with target communities? Does the applicant have excellent connections and high credibility with communities that live and work along salmon-bearing rivers?</li> <li><b>Proposed partnerships</b> Does the proposal engage community groups, businesses and/or landowners as project sponsors and/or hosts? Do the proposed partnerships serve to strengthen the project? Does it feature a location, project type, or community partner that is under-represented in salmon recovery efforts?</li> <li><b>Dissemination</b> Does the proposal outline how the results of the project will be shared with the surrounding community? Will this project be used to engage a broader segment of the community in salmon recovery efforts?</li> </ul>	<p><b>Score (1-10)</b></p> <p>■</p>	<p>■</p>
<p><b><i>Budget and leverage</i></b></p> <ul style="list-style-type: none"> <li><b>Budget</b> Is the proposed budget reasonable? Does the project have a high likelihood of being self-sustaining after the grant period? Is this project a good investment?</li> <li><b>Match</b> Has the applicant obtained match from other sources?</li> </ul>	<p><b>Score (1-5)</b></p> <p>■</p>	<p>■</p>
	<p>■</p>	<p><b>Total Points</b></p>

