



25th Anniversary

**JACKSON HOLE ONE FLY FOUNDATION
AND
NATIONAL FISH AND WILDLIFE FOUNDATION
CONSERVATION PARTNERSHIP**

***STREAM IMPROVEMENT PROGRAM REQUEST FOR PROPOSALS—
Spring 2010***

***Deadline for applications: Must be received by February 17, 2010
5:00 pm PST***

I. PROGRAM DESCRIPTION

The Jackson Hole One Fly Foundation Board (JHOFF) and the National Fish and Wildlife Foundation (NFWF) have entered into a conservation program partnership to co-fund stream improvement/native cutthroat trout conservation (protection, restoration, and enhancement) projects. We are requesting proposals for spring 2010 projects from eligible governmental, Tribal or non-governmental organizations. All proposed projects must advance the Jackson Hole One Fly Foundation and the National Fish and Wildlife Foundation's missions of conservation of native trout and their habitat watersheds and must meet the specific criteria outlined below. Preference will be given to projects in the tributaries and main stem Snake and Yellowstone basins of Idaho, Wyoming and Montana, and Upper Colorado basin, especially those that have been ranked as high priority by the Western Native Trout Initiative. Other native trout habitat conservation projects in the intermountain west may also be considered as funds allow.

The Stream Improvement Program of the JHOFF/NFWF Conservation Partnership focuses on providing support for "on the ground" type projects that protect, enhance and/or restore flows/ and instream habitat for native cutthroat trout species; however, applied research projects may be considered if it can be demonstrated how results will inform benefit to natural resources management agencies leading to a specific measurable conservation outcome within a 3 year period.

II. PROJECT EVALUATION

Proposals will be reviewed and evaluated by the Stream Improvement Committee comprised of NFWF staff, JHOFF volunteer representatives and scientific advisors. Representatives of the Western Native Trout Initiative and the National Fish Habitat Board and if needed other experts will also be asked to review projects. Final funding decisions are made by the Stream Improvement Committee, NFWF Board and the JHOFF Board of Directors.

Grant applications are evaluated according to the merit of proposal, the adequacy and clarity of application information, and at a minimum, must address the questions regarding scope, methods/analyses, significance, feasibility, measurable outcomes, and cost. Without this basic information, the Committee cannot evaluate the application. Outlined below are the criteria for each project type that the JHOFF/NFWF will support.

A. Resource Project Criteria

Eligible **resource** conservation projects include the protection, enhancement, and/or restoration, and management of native cutthroat trout and their habitats including instream flows. The Stream Improvement Program cannot fund land acquisition efforts, including conservation easements. Applications for projects must include:

- a description of activities and expected outcomes;
- review and approval by at least one credible fisheries scientist and manager and by appropriate government natural resource agencies that are involved in administering or regulating the project with reviews from the US Fish and Wildlife Service and the Bureau of Land Management preferred (see External Reviewer Guidelines on the application form); and;
- scheduled completion of the project (or stage of the project) within two (2) years of the initiation date.

B. Research Project Criteria

Eligible **research** projects include the study of native trout and habitats and can involve data collection, evaluation, and analyses. Applied research that deals with the causes of fisheries problems and products that identify management solutions and strategies that can be translated to measurable outcomes is a high priority. Research applications must include:

- demonstration that the proposed project involves state of the art research (a current review of past and recent scientific literature to justify and substantiate the need for, design, and potential benefits for executing the project);
- review and approval by at least one credible fisheries scientist and/or manager or other experts (explain rationale if other) (see External Reviewer Guidelines on the application form) to determine that the project has scientific merit and is within the capabilities of the applicant; and
- completion of the project within two (2) years of the initiation date and a publication strategy to document and distribute the results of the project to the public and or peer reviewed (e.g., preparation of a journal article).

III. APPLICATION PROCEDURES AND RULES

A. Funding Policies

Following are the JHOFF/NFWF funding policies:

- Grants are awarded for a single project that can be completed within two years. The JHOFF/NFWF recognize that some larger-scale projects may warrant consecutive multi-year requests and will consider these requests on a year-by-year basis and should describe what can be accomplished on a

phased basis to qualify for consideration. Grant size has typically ranged from \$10,000 to \$60,000 per project.

- The JHOFF/NFWF will not provide reimbursement for any project expenditures prior to the grant award project period and not be liable for such expenditures. However, to help the applicant comply with match requirements, successful grant applicants will be authorized to capture match specifically related to the project proposal for a period that is no longer than one year prior to the date of submission of the project proposal application.
- Regarding match requirements, applicants must provide ***non-federal cash or in-kind match of at least \$1 for every \$1*** of JHOFF/NFWF grant funds requested by the applicant. For example, for a total project budget of \$20,000, the applicant can request up to \$10,000 of JHOFF/NFWF funds and document the other \$10,000 as non-federal match. Eligible non federal matching sources can include cash gifts, in-kind donations, and/or volunteer labor. Donated contractor services can be valued at current market rates, but general volunteer labor must be valued at no more than \$17/hour. Larger ratios of nonfederal match are encouraged to demonstrate partnership commitment to these conservation efforts. Additional federal funds that may be available for projects can be included to show a diversity of funding sources, but cannot be used to meet the match requirement.
- The JHOFF/NFWF funds can be used to support projects that hire graduate students, contractors and/or consultants if their portion of the project being executed meets the criteria previously outlined ***and if the applicant demonstrates how they will insure all requirements are met and liability for such for successful completion of the proposed project.***

For additional funding rules, see the below section titled “Project Budget.”

B. Required Information -- Grant requests must include the following:

I. Proposal Narrative

Proposals must address the following criteria and questions. Please keep these in mind as minimum criteria and guidance as proposals are being written. If there are any questions or need for additional clarification, please contact Barrett Bohnengel (see contact info below) Preference for project selection will be given to projects in the tributaries and main stem Snake and Yellowstone basins of Idaho, Wyoming and Montana, and Upper Colorado basin. However other intermountain west areas will be considered as resources allow.

Scope - What is/are the purpose(s) of the project? Is the project nationally or regionally important in terms conservation of the native cutthroat trout fisheries resources present in the geographic study area, to this and other partnership(s), and/or approaches to fisheries issues that relate to native cutthroat trout conservation? How does the project use innovative or unique solutions to address fisheries and related habitat issues?

Significance - What are the resulting benefits for native cutthroat trout fisheries conservation? How will those benefits be measured and reported? What is, the degree and significance of JHOFF/NFWF funding participation and the potential for public recognition of the JHOFF/NFWF program? Does the project have a formal strategy for documenting and publicizing results and benefits? If the project is a cooperative effort with other organizations, define the degree of JHOFF/NFWF funding participation in overall project what the level of responsibility will be for this component and whether the other components can impact successful completion of this portion of the comprehensive effort.. If applicable specify goals and objectives that will be achieved that have been identified as priorities in watershed

plans, state wildlife plans, and/or the Western Native Trout Initiative strategic plan including the citations for these planning documents (see www.fishhabitat.org for more information).

Feasibility - Does the project include clear goals and objectives? Is it scientifically sound, represent a realistic workplan for achieving the goals and objectives based on the resources requested? What is the strategy for evaluation of the results, details for reporting the findings? What are the capabilities of the project participants and are they sufficient to meet the project tasks? The names of key cooperators and/or those providing technical guidance, along with their qualifications for involvement in the project, must be stated.

Cost - Are there provisions for at least a one-to-one non-federal match of the grant request? Does the expenditure of funds justify the expected conservation return of the project?

II. *Project Budget*

As part of the application process, project costs will need to be broken down according to the following budget categories:

Personnel Salaries - Specific tasks and work to be performed by personnel are to be outlined. Total fees should be broken down according to the amount of time spent on the project (e.g., hourly, weekly, or monthly rates). ***Funding for salaries for federal government agency personnel is not allowed, but other costs such as seasonal assistants, travel costs, etc. are eligible.***

Equipment - Identify specific equipment valued at more than \$5,000 in per unit cost necessary to complete the project. Capital equipment expenditures are highly discouraged – rental of such items should be considered instead.

Other Expenses - Identify any other specific costs associated with the project such as travel, materials, printing, and contractual services. For contractual services, identify all work to be completed by the contractor and their rates. If a commitment to contract a particular vendor has been made prior to application for funding, explain how the vendor was selected, type of contract, deliverables, time frame, cost, and basis for the cost. ***“Indirect costs/overhead” is allowed*** up to 15% of the project budget. Costs such as rent, supplies, and other direct project related administrative costs are also allowed if described separately under the “other” category.

C. **Deadline and Schedule**

All applications must be received by Wednesday **February 17, 2010 at 5:00 pm PST**. Please note that extensions will *not* be granted since the Committee will meet in early March to make grant decisions. Applicants will use 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. After clicking on “Start a new application,” select the Jackson Hole One Fly Funding Opportunity. Once you have started the 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 beginning the application process.

Applicants will be notified of the status of their proposal by April 30, 2010.

For questions or clarifications on the application process, please contact Barrett Bohnengel at barrett.bohnengel@nfwf.org or 503-417-8700 ext. 6007.