



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

CONSERVANCY BOARD

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Yolo County

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California Department of
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Susan Eggman**
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U.S. Fish and Wildlife
Service

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National Marine
Fisheries Service

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U.S. Army Corps of
Engineers

Michael Villines
Central Valley Flood
Protection Board

Erik Vink
Delta Protection Commission

AGENDA

**Meeting of the
Board of Directors and Liaison Advisors for the
SACRAMENTO-SAN JOAQUIN DELTA CONSERVANCY**

Wednesday, August 24, 2016

9:00 am – 1:00 pm

**Delta Conservancy Conference Room
1450 Halyard Drive, Suite 6, West Sacramento, CA**

1. **Call to Order and Pledge of Allegiance**
2. **Welcome and Introductions**
3. **Roll Call/Oath of Office**
4. **Public Comments (New Business)**
5. **Board Election of Vice Chair (Action Item)**
6. **Consent Calendar (Action Item)**
 - July 27, 2016 Meeting Summary and Action Items (Attachment 1)
7. **Executive Officer's Report, Campbell Ingram**
 - Program Update (Attachment 1)
 - July 27, 2016 - Board Meeting Directives and Responses
 - FY 2016-17 Expenditure Report (Attachment 2)
 - Outreach-Delta Meeting Matrix (Attachment 3)
 - Correspondence(Attachment 4)
8. **Program and Policy Subcommittee Update, Campbell Ingram (Attachment 1)**
9. **Proposition 1 Grant Program Approved Project Updates, Campbell Ingram (Attachment 1)**
10. **Request to Approve the 2016-2017 Proposition 1 Grant Program Grant Guidelines and Open the Solicitation on September 1, 2016, Campbell Ingram (Action Item) (Attachment 1)**
11. **Revision of the 2012 Strategic Plan Process Update, Campbell Ingram (Attachment 1)**
12. **Delta Stewardship Council Delta Plan Update, Campbell Ingram**
13. **California Water Fix and Eco Restore Updates, Campbell Ingram**
14. **Delta Protection Commission Update, Erik Vink**
15. **Potential Agenda Items September 28, 2016 (Attachment 1)**



16. **Public Comments**

17. **ADJOURN**

- Attachments and additional information can be found on the Delta Conservancy's website at: <http://www.deltaconservancy.ca.gov> .
- If you have any questions or need reasonable accommodation due to a disability, please contact Brandon Chapin, Delta Conservancy (916) 375-2091.
- Public comments are generally limited to three minutes or at the discretion of the Chair.
- The agenda items listed above may be considered in a different order at the Delta Conservancy Board meeting pursuant to the determination of the Board Chair. At the discretion of the Delta Conservancy Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated upon and may be subject to action.

Meeting Date: August 24, 2016
Page 1



1450 Halyard Drive, Suite 6
West Sacramento, CA 95691
www.deltaconservancy.ca.gov

MEETING SUMMARY AND ACTION ITEMS
Board Meeting – July 27, 2016
1450 Halyard Dr., Suite 6, West Sacramento

CALL TO ORDER

Meeting called to order at 9:02 am by Chair Jim Provenza.

ROLL CALL

Roll call was taken and a quorum was established.

Board Members Present: Jim Provenza, Karen Mitchoff, Don Thomas, Katherine Miller, Skip Thomson, Todd Ferrara, Karen Finn, Dolly Sandoval, Mike Eaton, Dan Taylor

Ex Officio Members Present: Andrew Benware for Senator Wolk

Liaison Advisors Present: Cody Aichele, Steve Chappell, Sandra O’Roak, Robin Kulakow, Erik Vink

PUBLIC COMMENT

No public comment.

DISCUSSION AND ACTIONS TAKEN

1. Agenda Item 5 – Board Elections

The Executive Officer opened nominations for the position of Chair.

MOTION: *Board Member Thomson moved, seconded by Board Member Mitchoff, to nominate Supervisor Jim Provenza to serve as Chair of the Delta Conservancy Board for the 2016-2017 term.*

No other nominations were moved.

A roll call vote was taken with all Board Members present voting to approve the nomination.

After some discussion the board agreed to postpone the election of Vice Chair until the August 24, 2016 Board Meeting in order for Vice Chair Guenzler to be present.

2. Agenda Item 6 – Consent Calendar (Action Item)

MOTION: *Board Member Miller moved, seconded by Board Member Thomas, to approve the summary of the June 27, 2016 Board meeting. No other issues were included in the consent calendar.*

Meeting Date: August 24, 2016

Page 2

A roll call vote was taken with all Board Members present voting to approve the motion.

3. Agenda Item 7 – Executive Officer’s Report

The Executive Officer presented updates on the Proposition 1 Grant Program, Arundo Control and Restoration Project, the Delta Restoration Network, and the Delta Marketing Program. Jessica O’Connor presented the Expenditure Report for the 2015/2016 fiscal year. The Executive Officer also presented the meeting matrix and an overview of correspondence received. The Board discussed the Delta Conservation Framework and the status of the hiring process for the Deputy Executive Officer.

4. Agenda Item 8 – Proposition 1 Grant Program Approved Project Updates

Laura Jensen provided an overview of the current Proposition 1 Grant Program approved projects and their respective status. Each of the nine projects has been assigned a Conservancy staff member who is acting as the grant manager for that grant and will guide the approved project through the grant agreement process and subsequent project implementation.

The Board discussed the status of approved projects and the process for negotiating a grant agreement after a proposed project has been approved. The Board requested that staff look into whether grant agreement terms and conditions can be added to the Proposition 1 Grant Program solicitation package in order to shorten any negotiation time after a project has been awarded funding. The Board thanked staff for their hard work on bringing these projects from award to grant agreement.

5. Agenda Item 9 – Request for Approval to Revise Land Tenure and Water Rights Information Requirements for Approved 2016 Prop. 1 Projects

Liaison Advisor Robin Kulakow recused herself from this agenda item due to her organization being a subcontractor for one the Proposition 1 Grant Program approved projects.

The Executive Officer presented the staff report for revising the land tenure and water rights information requirements. Staff has determined that the 2015-2016 grant materials do not provide sufficient guidance to applicants on these topics and therefore requested revisions for the current funded projects.

Laura Jensen went over the revisions to the land tenure and water rights requirements. Four current Proposition 1 projects need to provide this information in order to execute their grant agreements. Staff spoke with other agencies and worked with the Conservancy’s attorney to create a land tenure agreement template. Projects will use this template to enter into land tenure agreements after they enter into a grant agreement with the Conservancy. For the water rights requirements, applicants will provide a water right statement or application number and a paragraph that explains the uses of the water and any adverse impacts from that use. The Delta Watermaster will review these statements and provide an informal opinion as to whether these water rights appear to be subject to challenge. Staff will review the water rights paragraph and the Delta Watermaster’s input when developing the project’s scope of work.

Meeting Date: August 24, 2016

Page 3

MOTION: *Board Member Sandoval moved, seconded by Board Member Ferrara, to approve the revisions to the land tenure and water rights information requirements for the approved 2015-2016 Proposition 1 Grant Program projects.*

A roll call vote was taken with all Board Members present voting to approve the motion.

6. Agenda Item 10 – Update of the 2012 Strategic Plan, Process Overview

Robin Kulakow returned to the meeting.

The Executive Officer gave an overview of the process for updating the Conservancy's 2012 Strategic Plan. The Delta Conservancy has contracted with the firm Kearns & West to update the Strategic Plan and the development of the plan will consist of a wide range of outreach methods. The Program and Policy Subcommittees will serve as the guiding committee for the project.

7. Agenda Item 11 – Delta Stewardship Council Delta Plan Update

Jessica Law, Coordinator for the Delta Plan Interagency Committee (DPIIC), provided an update on Delta Stewardship Council activities. The DPIIC last met in April of 2016. The Group will meet next on November 14, 2016 as part of the Delta Science Conference. The Science Conference will take place from November 15-17, 2016 at the Sacramento Convention Center. There are plans for a Science Enterprise Workshop in the fall which will bring experts from across the United States to discuss how science is conducted and funded within water systems similar to the Delta.

The next Delta Stewardship Council meeting will take place on July 28, 2016. The Council will be discussing covered actions, the Delta Independent Science Board, a report from the Delta Watermaster on consumptive water use, an update from the Central Valley Flood Protection Board and Department of Water Resources, and the Delta Levee Investment Strategy. The Delta Independent Science Board recently held a meeting to learn about seismic and high water risks to the Delta.

The Board discussed the information that came out of the Delta Independent Science Board on seismic risks to the Delta and conflicting information that had been in a recent newspaper article. Ms. Law stated that she would get back to the Board with the information on seismic risks that came from the Delta Independent Science Board and information on the Science Enterprise Workshop.

8. Agenda Item 12 – California Water Fix and Eco Restore Updates

B.G. Heiland gave an overview on California Water Fix. Currently the Department of Water Resources is working on processing the public comments for the public draft and will be releasing a response to the comments and the draft Final Environmental Impact Report in late summer. Change in Point of Diversion hearings with the State Water Resources Control Board started July 26, 2016. The Board discussed the timeline for the Water Board proceedings, which is expected to last 4-6 months.

Meeting Date: August 24, 2016

Page 4

The Executive Officer gave an update on Eco Restore. Currently five of the six projects are moving forward. The Twitchell Island Levee Setback project will not be going forward because it was not awarded funding through the Conservancy's Proposition 1 Grant Program. One project has been approved for phase 1 construction, one is in the review process, and the three other projects are in the final stages of permitting. The Eco Restore Steering Committee and Interagency Adaptive Management Integration Team is currently working on developing a white paper on the adaptive management structure for Eco Restore and the expectation is the paper will be out in September when the steering committee meets. The Board discussed the need for a governance structure for adaptive management decisions and the linkage to restoration planning by the Conservancy.

9. Agenda Item 13 – Delta Protection Commission

Erik Vink gave an update on the Delta Protection Commission. Currently the Commission is working on exploring ways for financing Delta levee improvements. There will be workshop in September and the Commission expects to conclude the effort by the end of the year. The Commission is also in the process of updating its land use plan and will be convening meetings in the coming months to support the development of a revised plan for consideration in 2017.

The Commission is also set to begin developing socioeconomic indicators for the Delta region. These indicators will be revisited to continually track the condition of the Delta region. The Commission will be working with the Conservancy to include ecological indicators into the final product. The Board discussed the indicators and the type of information that could be tracked.

10. Agenda Item 14 – Potential Agenda Items for August 24, 2016

The Board would like to discuss the status of the Proposition 1 Grant Program approved projects, receive an update on the strategic planning process, and will consider approval of the Proposition 1 Grant Program Grant Guidelines. Board elections for Vice Chair will also be held.

11. Agenda Item 15 – Public Comments

No public comment received.

12. Agenda Item 16 - Board Closed Session for Executive Officer's Annual Performance Review and other personnel matters pursuant to Government Code Section 11126(a)

Close session was not held.

BOARD DIRECTIVES TO STAFF

- 1) The Board requested that staff look into whether grant agreement terms and conditions can be added to the Proposition 1 Grant Program solicitation packet in order to shorten any negotiation time after a project has been awarded. **(Agenda Item 8)**
- 2) The Board requested that staff distribute a list of the meetings and conferences, and information pertaining to the seismic risks of the Delta that was discussed by the Delta Independent Science Board, mentioned by Jessica Law of the Delta Stewardship Council. **(Agenda Item 11)**

Meeting Date: August 24, 2016
Page 5

MEETING ADJOURNED by Chair Provenza at 10:25 a.m.

Respectfully submitted on July 28, 2016
Sacramento-San Joaquin Delta Conservancy

Contact Person:

Brandon Chapin, Board Liaison
Sacramento-San Joaquin Delta Conservancy
Phone: (916) 375-2091

Audio files of Board meetings are available on the Board Meeting Materials section of the Delta Conservancy web page at www.DeltaConservancy.ca.gov. Board meetings are typically three hours in length; using the meeting agenda to help locate topics of interest within the audio file is recommended.

Meeting Date: August 24, 2016

Page 1



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www.deltaconservancy.ca.gov

EXECUTIVE OFFICER'S REPORT

August 24, 2016

~ PROGRAM UPDATE ~

Ecosystem Restoration

Proposition 1 Grant Program: For the 2015-2016 funding cycle, the Conservancy has approved, conditionally approved, or reserved funding for 9 projects that have requested approximately \$6.3 million in grant funding. To date, program staff has completed three draft grant agreements that will be routed for execution by the end of August. Simultaneously, staff are preparing for the 2016-2017 grant cycle. The 2016-2017 draft Grant Guidelines were posted for public review and comment From July 1-31st. A public meeting was held on July 20, 2016 and final Grant Guidelines for the 2016-2017 solicitation are being brought to the Board for approval at this Board meeting. The 2016-2017 proposal solicitation will open on September 1st.

Arundo Control and Restoration Project: The Arundo Control and Restoration Program permits issued by the U.S. Army Corps of Engineers for the Ulatis Creek restoration site are still in progress. This process has been delayed due to comments from the Yocha Dehe tribe to the US Army Corps of Engineers. Once issued, these permits will be sent to the Central Valley Flood Protection Board (CVFPB) which will allow CVFPB to issue an encroachment permit. This will be the final permit required for the habitat restoration work at Ulatis Creek.

The Central Valley Flood Protection Board has approved the maintenance activities outlined in a cover letter that was sent on July 14th. This approval has allowed the Conservancy and the Sonoma Ecology Center to move ahead with treatment of the Arundo at the Ulatis Creek site. All stands of Arundo on the Ulatis Creek site were treated in early August.

Delta Conservation Framework: The first Delta Conservation Framework outreach workshop was held on August 18, 2016. The workshop included an overview of the Conservation Framework, small group discussions of the Framework's purpose, vision and restoration challenges. The next workshops are tentatively scheduled as follows:

- Wednesday September 21st, time and location TBD
- Thursday October 20th, time and location TBD
- Wednesday November 30th, time TBD (possibly held in the Delta in the evening)

BOARD DIRECTIVES TO STAFF – July 27th

1. Staff will look into whether grant agreement terms and conditions can be added to the Proposition 1 Grant Program solicitation packet in order to shorten any negotiation time after a project has been awarded.

Meeting Date: August 24, 2016
Page 2

Staff Response: The Conservancy has not yet finalized its grant agreement terms and conditions, so, at this time, Staff are not prepared to add the grant agreement template to the Grant Guidelines. Staff will consider doing so during the next revisions to the Guidelines.

- 2. Staff will distribute a list of the meetings and conferences, and information pertaining to the seismic risks of the Delta that was discussed by the Delta Independent Science Board, mentioned by Jessica Law in her report at the July 27, 2016 Board Meeting.*

Staff Response: Staff distributed the information on August 3, 2016.

DELTA CONSERVANCY BUDGET UPDATE

Agenda Item 6.2: An update to the Delta Conservancy Expenditure Report will be provided at the next Board meeting on September 28, 2016.

OUTREACH-DELTA MEETING MATRIX

Agenda Item 6.3: Outreach-Delta Meeting Matrix including most recent events and key dates of future meetings

CORRESPONDENCE

Agenda Item 6.4: Correspondence provided.

Contact Person:

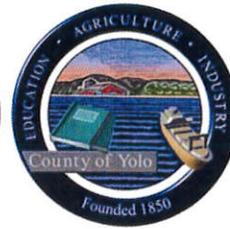
Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
Phone: (916) 375-2089



Outreach – Delta Meeting Matrix

ACTIVITY	MTG	PRES	SUMMARY	DATE	CONSERVANCY REPRESENTATIVE
Solano Land Trust Prop 1 meeting	X		Provide outreach on Conservancy's Proposition 1 FY16-17 grant solicitation	7/28/16	Laura Jensen, Aaron Haiman
Cache Slough Collaborative Meeting	X		Updates on SFCWA-funded research in Cache Slough by principal investigators	7/28/16	Becky Stanton
East Contra Costa IRWM meeting		X	Provide outreach on Conservancy's Proposition 1 FY16-17 grant solicitation	8/1/16	Laura Jensen, Aaron Haiman
California Wetland Monitoring Workgroup	X		Strategy meeting for 2016-2017 actions by the workgroup	8/2/16	Becky Stanton
Delta Levees Habitat Advisory Committee		X	Provide outreach on Conservancy's Proposition 1 FY16-17 grant solicitation	8/5/16	Laura Jensen, Becky Stanton
Delta Region Areawide Aquatic Weed Project (DRAAWP) technical update meeting	X		Annual update of all DRAAWP-funded projects, planning for 8/18 stakeholder meeting	8/10/16	Becky Stanton
Invasive Species Coordination meeting	X		Regular quarterly meeting that included updates on the CDFW Prop. 1 proposals, the new IEP Aquatic Weeds project work team, potential 2017 invasive species symposium	8/11/16	Becky Stanton
Delta Region Areawide Aquatic Weed Project (DRAAWP) stakeholder meeting	X		Annual update of all DRAAWP-funded projects for stakeholders	8/18/16	Becky Stanton
Delta Agency Science Workgroup	X		Updates on High-Impact Science Action activities	8/18/16	Becky Stanton
Delta Restoration Network, Delta Conservation Framework Outreach Workshop	X		Participated in the outreach workshop led by DFW to get feedback on the purpose and outline for the Framework and work with stakeholders to identify potential restoration challenges. First of 4 scheduled workshops	8/18/16	Campbell Ingram
River Partners Meeting	X		Met with River Partners team to discuss their interest in engaging in Delta issues	8/24/16	Campbell Ingram

Key Events and Upcoming Dates	
Organization	Date
Delta Stewardship Council (DSC) Meeting	August 25, 2016
Delta Protection Commission (DPC) Meeting	September 15, 2016
Strategic Growth Council (SGC) Meeting	October 11, 2016



Delta Counties Coalition

Contra Costa County · Sacramento County · San Joaquin County · Solano County · Yolo County
"Working together on water and Delta issues"

July 29, 2016

The Honorable Estevan Lopez, Commissioner
Bureau of Reclamation
United States Department of the Interior
1849 C Street, NW
Washington, D.C. 20240

Re: Yolo and Solano Counties' Governance Proposal for Biological Opinion Projects

Dear Commissioner Lopez:

This letter requests your consideration of the enclosed document, "The 2008 and 2009 Biological Opinions: Proposal for a Comprehensive Federal, State, and Local Agency Governance Strategy." Yolo and Solano counties prepared the proposal following discussions with various officials and agencies in Washington, D.C. in March 2016.

The fundamental goal of the proposal is to promote dialogue and agreement on the governance of projects undertaken to satisfy the Biological Opinions. As the proposal reflects, we envision a long-term collaboration between agencies on the planning, implementation, and adaptive management of such projects. The proposal describes various elements that we believe are essential to the success of such collaboration: a commitment to shared objectives; an agency leadership council and staff project teams; a consensus-based approach (supported by dispute resolution if needed); and other elements intended to ensure that project implementation occurs in a manner that addresses the interests of agencies at all levels of government. We expect that the proposal, if successfully implemented with your assistance, will create a longstanding model of cooperation between agencies on complex habitat restoration and similar projects.

We are distributing this proposal to a number of different officials and agencies, as reflected in the list of those copied herein. The Delta Counties Coalition reviewed this proposal, and we endorse the principles articulated in the proposal for projects not only in Yolo and Solano counties, but also in Contra Costa, Sacramento, and San Joaquin counties when projects are undertaken in those counties to satisfy the 2008, 2009, and any future Biological

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The Honorable Estevan Lopez

July 29, 2016

-2-

Opinions. We look forward to discussing this proposal with you (or other appropriate members of your agency leadership) at your earliest convenience.

Very truly yours,



Mary Nejedly Piepho
Supervisor, Contra Costa County



Skip Thomson
Supervisor, Solano County



Don Nottoli
Supervisor, Sacramento County



Jim Provenza
Supervisor, Yolo County



Chuck Winn
Supervisor, San Joaquin County

Enclosures

cc: The Honorable Sally Jewell, Secretary, U.S. Department of the Interior
Tom Iseman, Deputy Assistant Secretary for Water & Science, U.S. Dept. of the Interior
Tim Male, Council on Environmental Quality
Joel Beauvais, U.S. Environmental Protection Agency
John Watts, Office of Senator Feinstein
Maria Rea, National Marine Fisheries Service
Dan Castleberry, U.S. Fish and Wildlife Service
DCC Federal Delegation
Governor Jerry Brown
Secretary John Laird
Charlton Bonham, CA Department of Fish and Wildlife
E. Joaquin Esquivel, CA Natural Resources Agency
DCC State Delegation
Kris Tjernell, CA Natural Resources Agency
David Okita, CA Natural Resources Agency-EcoRestore
Byron Buck, State and Federal Contractors Water Agency
Campbell Ingram, Delta Conservancy
Randy Fiorini, Delta Stewardship Council
Jessica Law, Delta Stewardship Council

**THE 2008 AND 2009 BIOLOGICAL OPINIONS: PROPOSAL FOR A COMPREHENSIVE
FEDERAL, STATE, AND LOCAL AGENCY GOVERNANCE STRATEGY**

Prepared by Yolo and Solano Counties—April 2016

SUMMARY. Biological opinions covering Central Valley Project and State Water Project operations require a wide range of habitat restoration and other projects in the Delta, including within Yolo and Solano Counties. Successful planning and implementation (including adaptive management) of these projects requires *a long-term collaboration between federal, state, and local agencies*, as well as local landowners and other stakeholders. Such collaboration occurs between agencies through the recently-convened Yolo Bypass Partnership, but Yolo and Solano Counties maintain that *a more robust governance strategy is vital to collaboration and success over time*.

STRATEGY ELEMENTS. An appropriate governance strategy addressing projects arising from the biological opinions—including post-construction adaptive management efforts that may expand a project’s footprint or otherwise affect land uses and activities—would include several key elements:

- **Commitment to shared objectives.** As recognized in the Yolo Bypass Partnership MOU (attached), the participating agencies identify and describe defined objectives that will be achieved through *collaboration toward balanced outcomes*. This includes outcomes that satisfy the biological opinions, maintain and improve existing land uses—*particularly local agricultural operations and the Yolo Wildlife Area*—and mitigate any environmental and economic impacts.
- **Collaborative agency leadership and staff forums.** Effective governance of project planning, environmental review, and implementation requires *oversight and direction by a council or other leadership team* consisting of participating agencies representatives. An inclusive approach is also essential among staff at federal, state, and local levels. The agency leading a particular project should assure *frequent participation by staff from other agencies*—e.g., through multiagency staff project teams—on significant ongoing tasks.
- **Consensus-based planning, environmental review, and adaptive management.** The agency leadership team must achieve *consensus on major actions*, with full participation by all levels of government in decisionmaking. Such actions include approval of a defined program of projects to implement each biological opinion in the Yolo and Solano County region, any material changes to an approved program, and recommendations to a lead agency on the adequacy of environmental review documents. A consensus-based approach *may also be appropriate for other decisions that may cause significant environmental or economic effects* within the affected region.
- **Robust, objective scientific and technical support.** Through agency technical teams, outside consultant support, and peer review when appropriate, *all significant decisions shall have a sound scientific and technical foundation* that addresses uncertainties and incorporates prudent adaptive management strategies. Such strategies may include protocols for adjusting projects over time, as uncertainties diminish.
- **Meaningful dispute resolution.** Recognizing the retained, nondelegable authority of participating agencies (below), *dispute resolution shall be available when the agency leadership cannot achieve a consensus vote on a major action*. Dispute resolution should also be available in other appropriate situations, such as where significant differences of opinion existing between agency leadership on an important issue.
- **Funding for local agency participation.** Through an annual work plan and budget or other acceptable means, *sufficient funding for local agency participation* should be provided from available funding sources, including sources relied upon by state and federal agencies to support their participation.

- **Preservation of existing agency rights and responsibilities.** The participating federal, state, and local agencies each possess legal responsibilities that cannot be waived or delegated. Any governance structure ***must account for the need to avoid an unauthorized delegation of authority*** and, at the same time, maximize the available means of assuring ***meaningful collaboration between the participants***.



Yolo Bypass & Cache Slough MOU

MEMORANDUM OF UNDERSTANDING

AMONG THE UNITED STATES DEPARTMENT OF INTERIOR BUREAU OF RECLAMATION, UNITED STATES FISH AND WILDLIFE SERVICE, UNITED STATES DEPARTMENT OF COMMERCE NATIONAL MARINE FISHERIES SERVICE, UNITED STATES ARMY CORPS OF ENGINEERS, THE CALIFORNIA NATURAL RESOURCES AGENCY, CALIFORNIA DEPARTMENT OF WATER RESOURCES, CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE, CENTRAL VALLEY FLOOD PROTECTION BOARD, STATE WATER RESOURCES CONTROL BOARD, CENTRAL VALLEY REGIONAL WATER QUALITY CONTROL BOARD, COUNTY OF YOLO, COUNTY OF SOLANO, SACRAMENTO AREA FLOOD CONTROL AGENCY, SOLANO COUNTY WATER AGENCY, AND RECLAMATION DISTRICT NO. 2068

REGARDING COLLABORATION AND COOPERATION IN THE YOLO BYPASS AND CACHE SLOUGH REGION

Introduction

The Yolo Bypass and Cache Slough Region (Region) is the focus of several interagency planning efforts by multiple federal, state, and local governmental agencies aimed at improving flood conveyance, fisheries and wildlife habitat, water supply and water quality, agricultural land preservation, economic development, and recreation. The numerous demands on and interests in the Region present an opportunity for governmental agencies at the local, state, and federal levels to collaborate to accommodate multiple objectives through the implementation of policies and projects that improve the variety of public values that the Region serves.

Purpose

This Memorandum of Understanding (MOU) serves as the vehicle to promote the discussion, prioritization, and resolution of policy and other issues critical to the success of the various planning efforts in the Region. The parties (Parties) to this MOU envision a Region that serves as a model for public agency cooperation and achievement. To this end, this MOU memorializes the understanding of the Parties, interested local, state, and federal agencies, to partner to improve collaboration, synchronize efforts, and enhance outcomes of planning efforts related to flood conveyance, fisheries and wildlife habitat, water supply and water quality, agricultural land preservation, economic development, and recreation.

Parties

This MOU is entered into by the United States Department of the Interior Bureau of Reclamation, the United States Fish and Wildlife Service, the United States Department of Commerce National Marine Fisheries Service, the United States Army Corps of Engineers, the California Natural Resources Agency, the California Department of Water Resources, the California Department of Fish and Wildlife, the Central Valley Flood Protection Board, the State Water Resources Control Board, the Central Valley Regional Water Quality Control Board, the County of Yolo, the County of Solano, Sacramento Area Flood Control Agency, Reclamation District No. 2068, and Solano County Water Agency (collectively referred to as "Parties" and individually as "Party").

Principles

The Parties recognize the following principles, which will guide collaborative efforts under this MOU:

- A. Successful planning understands and addresses the specific concerns of each Party and those that they represent, such as concerns related to potential species, regional economy, and water supply conflicts, among others.
- B. Public benefit projects will protect or improve the flood system resiliency of the Yolo Bypass, which is an authorized State and Federal flood management facility.
- C. Public benefits are inherent in the integration of flood management, habitat restoration, and economic sustainability efforts, and these public benefits should be maximized wherever appropriate.
- D. Each Party is committed to understanding the opportunities and constraints of one another's independent authorities and regulatory responsibilities, which will not be compromised through participation in the collaborative efforts described in this MOU.
- E. Local expertise and technical input is valuable and should be actively sought out through effective stakeholder outreach.

Term and Other Conditions

A. Non-binding Nature:

This MOU is legally nonbinding and in no way: (i) impairs any Party from continuing its own planning or project implementation; (ii) limits a Party from exercising its regulatory authority in any matter; (iii) infers that a Party's governing body or management will act in any particular manner on a project; or (iv) gives any of the Parties any authority over matters within the jurisdiction of any other Party. Nothing in this MOU creates any legal rights, obligations, benefits, or trust responsibilities, substantive or procedural, enforceable at law or in equity, by a Party against any other Party, a Party's officers, or any person.

B. Term:

This MOU will become effective upon signature of all Parties and shall remain in effect for ten years unless terminated by mutual agreement of the Parties. Upon the expiration of ten years, the MOU may be renewed or extended through written agreement of all Parties. A Party may withdraw from this MOU at any time by notifying all other Parties in writing.

C. Amendments:

Modifications or amendments to the terms of this MOU shall be in writing and executed by all Parties.

D. Relationship of Parties:

Execution of this MOU does not create a new legal entity with a separate existence from the individual Parties. This MOU does not create an "advisory committee" as that term is defined in the Federal Advisory Committee Act, as amended (Pub. L. 92-463). This MOU also does not result in the joint exercise of powers as set forth in California Government Code section 6500 et seq. This MOU neither expands nor is in derogation of those powers and authorities vested in the Parties, or any of them, by applicable laws, statutes, regulations, or Executive Orders, nor does it modify or supersede any other applicable interagency agreements existing as of the date of this MOU.

E. Funding and Availability of Funds:

Funding by any Party toward any interagency effort in the Region is subject to the requirements of any and all applicable laws, regulations, and procedures. Nothing in this MOU is intended or shall be construed to authorize or require the obligation, appropriation, reprogramming, or expenditure of any funds by any Party as permitted by applicable law. As required by the Anti-Deficiency Act, 31 U.S.C. 1341, 1342, and 1517, all commitments made by Federal signatories to this MOU are subject to the availability of appropriated funds and budget priorities. Any funding commitment or services, if pursued, will be handled in accordance with applicable laws, regulations, and procedures.

Signatures

United States Department of the Interior Bureau of Reclamation

By: *Pablo R. Arroyave*
Printed Name and Title: Pablo R. Arroyave Deputy Regional Director
Date: May 2, 2016

United States Department of Commerce National Marine Fisheries Service

By: *Maria Rea*
Printed Name and Title: Maria Rea for Will Stelle, Regional Administrator,
Date: 4/29/16 West Coast Region NOAA Fisheries

United States Army Corps of Engineers

By: *Michael J. Farrell*
Printed Name and Title: COL MICHAEL J. FARRELL
Date: 5/3/2016

United States Fish and Wildlife Service

Acting

By: *Dan Castleberry*
Printed Name and Title: Dan Castleberry
Date: 2 May 2016

The California Natural Resources Agency

By: *John Laird*
Printed Name and Title: John Laird, Secretary, CA Natural Resources Agency
Date: May 3, 2016

California Department of Water Resources

By: *Mack W. Cowin*
Printed Name and Title: Mack W. Cowin, Director, Dept of Water Resources
Date: May 6, 2016

California Department of Fish and Wildlife

By: *Cherilyn H. Bonham*
Printed Name and Title: Cherilyn H. Bonham
Date: May 2, 2016

Central Valley Flood Protection Board

By: *William H. Edgar*
Printed Name and Title: William H. Edgar, President CVFPB
Date: May 4, 2016

State Water Resources Control Board

By: *Thomas Howard*
Printed Name and Title: Thomas Howard
Date: May 6, 2016

Central Valley Regional Water Quality Control Board

By:

Pamela Creedon

Printed Name and Title: Pamela Creedon, Executive officer

Date: 5/4/16

County of Yolo

By:

J.P.

Printed Name and Title: Jim Provenza, Chair

Date: May 4, 2016

County of Solano

By:

Bill Emlen

Printed Name and Title: Bill Emlen

Date: 5/4/2016

Sacramento Area Flood Control Agency

By:

Richard Johnson

Printed Name and Title: Richard Johnson, EXECUTIVE DIRECTOR

Date: 29 APRIL 2016

Solano County Water Agency

By:

Skip Thomson

Printed Name and Title: SKIP THOMSON

Date: May 4, 2016

Reclamation District No. 2068

By:

T.M. Hardesty

Printed Name and Title: T. M. Hardesty

Date: May 3, 2016

Meeting Date: August 24, 2016

Page 1



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

1450 Halyard Drive, Suite 6
West Sacramento, CA 95691
<http://www.deltaconservancy.ca.gov>

PROGRAM AND POLICY SUBCOMMITTEE MEETING SUMMARY REPORT

August 17, 2016

SUMMARY

Board Members Todd Ferrara and Richard Reed (for Jim Provenza), Liaison Advisors Erik Vink and Sandra O’Roak, and Counsel Nicole Rinke were present. Three public members were also present. A quorum of Subcommittee members was not present, therefore no action was taken.

The meeting agenda included a discussion of the draft grant guidelines for the Proposition 1 grant program, an update on the Conservancy’s Strategic Plan, and a staffing update.

[Discussion of Comments Received on the Public Draft Grant Guidelines for the Proposition 1 Grant Program](#)

The Executive Officer presented an overview of the comments received and edits made to the draft Proposition 1 Grant Guidelines. The draft Grant Guidelines were posted for public review and comment from July 1-31st. On July 20th, staff held a public comment workshop attended by 13 people (in-person and call-in attendees). All comments received have been considered. Legal has reviewed the final revised Grant Guidelines, and recommended changes have been incorporated.

The Subcommittee discussed the changes made to the draft grant guidelines, the schedule for the upcoming solicitation, and opportunities for federal government collaboration with Proposition 1 grant proposals.

[Delta Conservancy Strategic Plan Update](#)

The Executive Officer presented an overview of the update process for the strategic plan. The Delta Conservancy has contracted with the firm Kearns & West to update the Delta Conservancy’s 2012 Strategic Plan. Development of the Strategic Plan Update will consist of a broad range of tactics to gather input from Board Members, staff, partner agencies, and the public. This will include the use of email surveys, in-person interviews, and two public workshops within the legal Delta.

The Subcommittee discussed the toolkit for Stakeholder and Public Involvement that includes an overview of the expected process, draft survey questions, and schedule information.

[Staffing Update](#)

The Executive Officer presented an update on the process for hiring the Deputy Executive Officer. Staff is currently working with the Department of General Services on a prospective hire’s eligibility.

Meeting Date: August 24, 2016
Page 2

[Future Agenda Items](#)

The Subcommittee requested staff to include a discussion of the Proposition 1 Grant Program and the Strategic Plan update process. The Subcommittee also discussed the date of the November 23, 2015 Board Meeting and the potential for moving the meeting date.

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Meeting Date: August 24, 2016

Page 1



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Proposition 1 Grant Program Approved Project Updates

Staff Report

PROGRAM UPDATE

At the May 25, 2016 and June 27, 2016 Board meetings, the Delta Conservancy's Board approved, conditionally approved, or reserved funding for nine projects that advance ecosystem restoration, water quality, and agricultural sustainability in the Delta. These projects have requested approximately \$6.3 million in grant funding.

Each of the nine projects has been assigned a Conservancy staff member who is acting as the grant manager for that grant. Grant managers are responsible for working with grantees to gather all of the required information needed prior to drafting a grant agreement. Once the required information has been gathered, the grant manager drafts the scope of work and budget for the grant agreement, then hands off the grant agreement to the administrative team to review and assemble the complete grant agreement, and to route it for execution. Complete grant agreements will first be sent to the grantee for their signature, then to the Conservancy's legal counsel for review, and finally executed by the Conservancy's Executive Officer. The expected time to draft, review, route, and execute a grant agreement is approximately six to eight weeks, although this time may vary depending upon the length of time the grantee requires to review and execute the agreement.

The attached tracking sheet lists all of the 2015-2016 projects for which the Board approved, conditionally approved, or reserved funding. Project information, Board action, and comments/notes are included for all projects. For conditionally approved projects, the tracking sheet also lists the items required for full approval, the date by which those items are required, and the date that they were received (if applicable). For all projects for which funding has been reserved, the Conservancy must make Responsible Agency findings under CEQA. As grant agreements are executed, this information will be filled out, as well.

At this time, Conservancy staff is working with all conditionally approved and reserved funding projects to ensure that they move forward within the timeframes initially approved by the Board. Grant managers have notified grantees, where relevant, about the land tenure and water rights decisions made at the July Board meeting. Three draft grant agreements (noted in the July program update to the Board) are currently being developed and will be routed for execution by the end of August. One project, Paradise Cut Conservation and Flood Management Plan (Prop 1-Y1-2015-012) has submitted the documents required to remove its conditional approval. The grant manager is currently drafting the Scope of Work for the Grant Agreement, which will be routed for execution in September. One

Meeting Date: August 24, 2016**Page 2**

project, Three Creeks Parkway Restoration Project (Prop 1-Y1-2015-009), is currently on track to meet the September 2016 deadline, but may require a time extension depending on how quickly their CEQA review process moves forward. The remaining four projects are on track to meet their deadlines for removing conditional approvals.

BACKGROUND

The Conservancy's Proposition 1 Ecosystem Restoration and Water Quality Grant Program is focused on restoring Delta ecosystems, improving water quality, and enhancing agricultural sustainability. The Grant Program identifies projects to protect and restore California rivers, lakes, streams, and watersheds that may be funded with Prop. 1 funding (Sec. 79732 *et seq*). Both Prop. 1 and the Conservancy's enabling legislation emphasize focusing on projects that use public lands and that maximize "voluntary landowner participation in projects that provide measurable and long-lasting habitat or species improvements in the Delta."

During the 2015-2016 fiscal year, the Conservancy ran its first grant cycle for the Prop 1 Grant Program. The Conservancy anticipates administering at least one grant cycle each fiscal year for five years. The Grant Program is a two-part competitive program, with a concept proposal solicitation open to the public, and a full proposal solicitation open to qualifying concept proposal applicants. Full proposals are subject to a rigorous scoring and evaluation process by both staff and an external review panel, and are recommended based upon score and funding availability.

BUDGET

Proposition 1 identified \$50 million for the Delta Conservancy "for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731)." For the 2015-2016 fiscal year, \$9.3 million was allocated to the Conservancy for the Ecosystem Restoration and Water Quality grant program. For the 2016-2017 fiscal year, \$10 million will be available for the grant program.

Contact Person

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**Delta Conservancy Prop 1 Grant Program
FY15-16 Conditionally Approved Project Tracking**

	Project Information	Board Action	Deadline	Requirement	Date Completed	Comments/Notes	Contract Execution Date
Project #	Prop 1-Y1-2015-003	Reservation of Funds and Conditional Approval	Mar-2017	Completion of CEQA and approval of Responsible Agency Finding		Bylaws received.	
Project Name	Yolo Bypass Wildlife Area Habitat and Drainage Improvement Project			Verification of Adequate Water Rights			
Applicant	Ducks Unlimited			Landowner Agreement	Post-Execution		
SSJDC Staff Lead	Kathryn Kynett			Habitat Maintained for 15 Years			
				Bylaws	7-Jun-2016		
Project #	Prop 1-Y1-2015-005	Board Approved				Grant Agreement in review as of 19-Jul-2016.	
Project Name	Fish Friendly Farming Certification Program for the Sacramento-San Joaquin Delta						
Applicant	California Land Stewardship Institute						
SSJDC Staff Lead	Kathryn Kynett						
Project #	Prop 1-Y1-2015-008	Conditional Approval				Have bylaws; Grant Agreement in review as of 19-Jul-2016.	
Project Name	Sherman Island Wetland Restoration Project Phase III			Bylaws	7-Jun-2016		
Applicant	Ducks Unlimited						
SSJDC Staff Lead	Kathryn Kynett						
Project #	Prop 1-Y1-2015-009	Reservation of Funds and Conditional Approval	Sep-2016	Completion of CEQA and approval of Responsible Agency Finding		CEQA, Verification of Water Rights, and Landowner Agreement are all in progress. Timeline for completion of these tasks is being revised and may require extensions. A phone consultation was held on 21-Jul-2016 and a proposed deadline of Nov-2016 was agreed upon (pending approval of DC and AM staff).	
Project Name	Three Creeks Parkway Restoration Project			Verification of Adequate Water Rights			
Applicant	American Rivers			Landowner Agreement	Post-Execution		
SSJDC Staff Lead	Aaron Haiman			Habitat Maintained for 15 Years	Landowner Agree.		
Project #	Prop 1-Y1-2015-010	Reservation of Funds and Conditional Approval	Mar-2017	CEQA Filed and Approved by Board		Grantee convened a meeting of partners and developed a workplan for providing required materials. Some cost share money noted in application will be used to hire consultants to produce required information. Consero Solutions (consultant), will manage the workplan and CEQA filing over the summer. All materials anticipated early February. Applicants were directed to focus on identifying a specific property to purchase.	
Project Name	Paradise Cut Flood and Conservation Easement Acquisition			Checklist 1			
Applicant	San Joaquin RCD			Checklist 2			
SSJDC Staff Lead	Laura Jensen			Checklist 3			
Project #	Prop 1-Y1-2015-012	Conditional Approval	Jul-2016	Monitoring Plan	27-Jul-2016	Monitoring plan received and reviewed by Laura and Beckye. Drafting SOW; expect to hand-off to Admin by end of August, execute by end of Sept.	
Project Name	Paradise Cut Conservation and Flood Management Plan						
Applicant	San Joaquin RCD						
SSJDC Staff Lead	Laura Jensen						
Project #	Prop 1-Y1-2015-014	Conditional Approval	31-Aug-2016	Applicant to Appear at Meeting	27-Jun-2016	Landowner Agreement and habitat maintenance contract stipulating 15 years is in progress by applicant. Will request completed Covered Action Checklist from Grantee. SOW in progress as of 28-Jul-2016.	
Project Name	Habitat Improvement for Swainson's Hawk at Elliott Ranch			Habitat Maintained for 15 Years	Landowner Agree.		
Applicant	Environmental Defense Fund			Verification of Adequate Water Rights	27-Jun-2016		
SSJDC Staff Lead	Aaron Haiman			Landowner Agreement	Post-Execution		
				Local Outreach	27-Jun-2016		
Project #	Prop 1-Y1-2015-016	Conditional Approval	Sep-2016	Verification of Adequate Water Rights		Grantee is working with SWRCB and landowner (CDFW) to track down water rights information, and to develop an agreement to provide land tenure and habitat maintenance for 15 years.	
Project Name	Wildlife Corridors for Flood Escape on the Yolo Bypass Wildlife Area			Landowner Agreement	Post-Execution		
Applicant	Yolo RCD			Habitat Maintained for 15 Years			
SSJDC Staff Lead	Beckye Stanton						
Project #	Prop 1-Y1-2015-019	Board Approved				Grant Agreement in review as of 6-Jul-2016.	
Project Name	Lower Marsh and Sand Creek Watershed Riparian Restoration Planning						
Applicant	American Rivers						
SSJDC Staff Lead	Aaron Haiman						

Meeting Date: August 24, 2016
Page 1



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Request to Approve the 2016-2017 Proposition 1 Grant Program Grant Guidelines and Open the Solicitation on September 1, 2016

Staff Report

RECOMMENDATION

Staff recommends that the Board approve the revised Grant Guidelines for fiscal year 2016-2017 so that staff may open the 2016-2017 grant solicitation, on September 1, 2016.

REQUEST BACKGROUND

For the 2016-2017 grant cycle, staff combined the final revised Grant Guidelines and Grant Application documents into one document, and made revisions to the draft Grant Guidelines that were approved by the Board at the June 27, 2016 meeting. The draft Grant Guidelines were posted for public review and comment from July 1-31st. On July 20th, staff held a public comment workshop attended by 13 people (in-person and call-in attendees). All comments received have been considered, and changes made to the draft Grant Guidelines are noted in the table below. Legal has reviewed the final revised Grant Guidelines, and recommended changes have been incorporated.

If the Grant Guidelines are approved by the Board, staff will:

1. Post the final version of the Grant Guidelines on the web.
2. Open the concept proposal solicitation period on September 1, 2016.
3. Hold a public meeting to review and discuss the Grant Guidelines on September 8, 2016.
4. Close the concept proposal solicitation period on September 30, 2016.
5. Evaluate concept proposals internally and bring to the Board for approval at the November Board meeting.

Included with the Board packet are three versions of the draft Grant Guidelines. In the first, track changes version, changes have been tracked and there are extensive comments in the margin to explain how the document has been modified. This version can be used to compare recommended text to the text in the draft Grant Guidelines approved in June. In the second, annotated version of the Grant Guidelines, all tracked changes have been accepted and notes in the margin have been deleted. Substantive comments are explained in red italics. In the third, clean version of the Grant Guidelines, all tracked changes have been accepted and annotations have been deleted; this is the version that would be approved and posted for the 2016-2107 grant solicitation. The table below notes substantive changes that have been made in the document and the page numbers in the annotated version of the

Meeting Date: August 24, 2016

Page 2

document where the changes can be found. Changes made to clarify the text are not noted in the table, but are explained in the track changes and annotated versions of the Guidelines.

Substantive Changes Made to the Grant Guidelines

(All page numbers refer to the annotated version of the document)

Change Made	Page
Specified that indirect rate does not apply to subcontractor and equipment line items.	9
Updated Water Law section to reflect decision made at 7/27 Board meeting.	11-12
Updated Signage section to reflect stronger language in Grant Agreement that makes posting signs a requirement for Category 2 projects.	12
Added section on Adaptive Management.	16-17
Added section on Long Term Management and Maintenance.	17
Added section on Land Tenure to reflect decision made at 7/27 Board meeting.	17
Changed requirements for acquisition projects to expand and clarify allowable expenses and streamline materials required at the time of application.	17-19
Updated bullet on land tenure to reflect decision made at 7/27 Board meeting.	20
Changed acquisition checklist to streamline materials required at the time of application and to clarify expectations pre- and post-award.	47-48
Added appendix with sample Acquisition Table.	49
Added appendix outlining state auditing requirements.	50-51

Contact Person

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SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

GRANT GUIDELINES

Fiscal Year 2016-17

PROPOSITION 1

**Delta Conservancy Ecosystem Restoration and Water
Quality Grant Program**

FUNDED BY THE

**Water Quality, Supply, and Infrastructure
Improvement Act of 2014**



Table of Contents

Contents

Introduction.....	4
A. Background.....	4
B. Purpose of Grant Guidelines	4
Eligibility Requirements	5
A. Grant Categories	5
B. Funding Available	5
C. Geographic Area of Focus.....	6
D. Eligible Projects	6
E. Ineligible Projects	8
F. Eligible Applicants.....	8
G. Eligible Costs.....	9
H. Ineligible Costs.....	9
General Program Requirements	10
A. Conflict of Interest.....	10
B. Confidentiality	10
C. California Conservation Corps	10
D. Labor Code Compliance.....	11
E. Environmental Compliance	11
F. Water Law	11
G. Signage and Recognition	13
H. Performance Measures	13
I. Reporting	14
J. Performance Monitoring and Assessment	14
K. Adaptive Management	16
L. Long-Term Management and Maintenance.....	17
M. Land Tenure.....	18

N. Land Acquisitions.....	18
O. Federal and Local Cost Share and State-Leveraged Funds	20
P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support	21
Q. Grant Provisions	21
Proposal Solicitation	22
A. Application, Review and Selection Process	22
B. Grant Cycle and Important Dates	24
C. Evaluation Criteria for Concept Proposal	25
D. Evaluation Criteria for Full Proposal	27
Application Process	31
A. Concept Proposal Instructions.....	31
B. Full Proposal Instructions	33
Appendices	38
Appendix A: Glossary of Terms	38
Appendix B: Key State, Federal, and Local Plans and Tools	41
Appendix C: Concept Proposal Application Form and Budget Template	43
Appendix D: Performance Measures Table.....	46
Appendix E: California Conservation Corps Guidelines	50
Appendix F: Land Acquisition Checklist	53
Appendix G: Acquisition Table	57
Appendix H: State Auditing Requirements.....	59

Introduction

A. Background

The Sacramento-San Joaquin Delta Conservancy (Conservancy) is a primary state agency in the implementation of ecosystem restoration in the Delta and supports efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy collaborates and cooperates with local communities and other parties to preserve, protect, and restore the natural resources, economy, and agriculture of the Sacramento-San Joaquin Delta and Suisun Marsh. The Conservancy's goals include a set of programs that implement complex economic and environmental objectives, resulting in a rich, diverse, resilient, and accessible Sacramento-San Joaquin Delta and Suisun Marsh.

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Prop. 1) was approved by voters in November 2014. Prop. 1 provides funding to implement the three objectives of the California Water Action Plan: more reliable water supplies, restoration of important species and habitat, and a more resilient and sustainably managed water infrastructure. The Conservancy's Ecosystem Restoration and Water Quality Grant Program is focused on the restoration of important species and habitat.

In Prop. 1, \$50 million is identified for the Conservancy "for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731)." Per Prop. 1 and the Conservancy's enabling legislation, emphasis will be placed on projects using public lands and private lands purchased with public funds and that "maximize voluntary landowner participation in projects that provide measureable and long-lasting habitat or species improvements in the Delta." To the extent feasible, projects need to promote state planning priorities and sustainable communities strategies consistent with Government Code 65080(b)(2)(B). Furthermore, all proposed projects must be consistent with statewide priorities as identified in Prop. 1, the California Water Action Plan, the Conservancy's enabling legislation, the Delta Plan, the Conservancy's Strategic Plan, as well as applicable recovery plans. Links to Prop. 1 and the other plans and documents can be found in Appendix B.

B. Purpose of Grant Guidelines

The Grant Guidelines (Guidelines) establish the process and criteria that the Conservancy will use to administer competitive grants for multibenefit ecosystem restoration and water quality projects. These Guidelines include the required information and documentation for Prop. 1 grants, and provide instructions for completing the required concept proposal and full proposal for the Conservancy's grant program. Prior to their initial adoption in 2015, the Guidelines were posted on the Conservancy's web site for 30 days and vetted via three public meetings (Sec. 79706(b)). This revised version of the Guidelines has also been posted on the Conservancy's web site for 30 days prior to approval, and was vetted at a public meeting.

Eligibility Requirements

A. Grant Categories

Comment [JL1]: Deleted redundant information, organized for clarity

The Conservancy will release funds for two grant categories, Category 1 planning projects and Category 2 implementation projects. ~~Category 1 proposals are limited to pre-project activities (e.g., planning, permits, etc.) that are necessary for a specific future on-the-ground project that meets the Conservancy Prop. 1 Grant Program criteria. Category 2 proposals are on-the-ground implementation and land acquisition projects. Please note that the awarding of a Category 1 grant for a project does not guarantee that a Category 2 grant will be awarded for the same project.~~

Category 1: Planning

Proposals are limited to pre-project activities necessary for a specific future on-the-ground project that meets the Conservancy Prop 1. Grant Program criteria. ~~A Category 1 proposal must meet all of the requirements for Category 2 proposals if it were to make it to the Category 2 stage. Please note that the awarding of a Category 1 grant for a project does not guarantee that a Category 2 grant will be awarded for the same project.~~

Examples of Category 1 activities include:

- Planning
- Permitting
- Studies (that will aid in a future on-the-ground project)
- Designs
- CEQA activities

Category 2: Implementation

Proposals include on-the-ground, implementation projects and land acquisition projects. Category 2 projects are subject to the State General Obligation Bond Law which requires that capital outlay projects be maintained for a minimum of 15 years (section 16727(a)).

Examples of Category 2 activities include:

- Habitat enhancement, restoration, and protection
- Pollution runoff reduction
- Working landscape enhancements
- Agricultural sustainability projects

B. Funding Available

In Prop. 1, \$50 million is identified for the Conservancy “for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731).” In the 2015-2016 grant cycle, the Conservancy awarded approximately six million dollars. The Conservancy will award up to \$10 million during the 2016-2017 grant cycle.

Grants will be awarded for Category 1 planning proposals ~~(necessary activities that will lead to on-the-ground projects, e.g., planning, permits, etc.)~~ and Category 2 implementation proposals

~~(on-the-ground projects)~~ to eligible entities subject to approval by the Conservancy pursuant to these Guidelines. Up to \$1,000,000 is available during each funding cycle for Category 1 proposals. Category 1 proposals may range from \$20,000 to \$200,000. A minimum of \$9,000,000 is available during each funding cycle for Category 2 proposals. Category 2 proposals may range from \$25,000 to \$3,000,000.

Category 1 planning proposals may use 100 percent of awarded funds for planning ~~activities,activities~~; however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle, the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

C. Geographic Area of Focus

The Conservancy will fund projects within or near the statutory Delta and Suisun Marsh. The statutory Delta and the Suisun Marsh are defined in Public Resources Code Section 85058.

The Conservancy may take or fund an action outside the Delta and Suisun Marsh if the Board makes all of the following findings (Sacramento-San Joaquin Delta Reform Act of 2009, Sec. 32360.5):

- The project implements the ecosystem goals of the Delta Plan.
- The project is consistent with the requirements of any applicable state and federal permits.
- The Conservancy has given notice to and reviewed any comments received from affected local jurisdictions and the Delta Protection Commission.
- The Conservancy has given notice to and reviewed any comments received from any state conservancy where the project is located.
- The project will provide significant benefits to the Delta.

D. Eligible Projects

Prop. 1 identifies projects to protect and restore California rivers, lakes, streams, and watersheds that can be funded with Prop. 1 funding (Sec. 79732 *et seq.*). The Conservancy's highest priority projects will address the following:

- **Restoration and Enhancement.** Examples include:
 - Channel margin enhancement projects and riparian habitat restoration or enhancement projects.
 - Watershed adaptation projects to reduce the impacts of climate change on California's communities and ecosystems.

- Restoration and protection projects of aquatic, wetland, and migratory bird ecosystems, including fish and wildlife corridors.
- Fish passage barrier removal projects.
- Endangered, threatened, or migratory species recovery projects that improve watershed health, inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.
- Projects that enhance habitat values on working lands.
- Projects that recover anadromous fish populations and their habitats.
- **Water Quality.** Examples include:
 - Polluted runoff reduction projects that restore impaired waterbodies, prevent pollution, improve water management, and increase water conservation.
 - Pollution reduction projects that focus on the contamination of rivers, lakes, or streams, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
 - Projects that implement management activities that lead to reduction and/or prevention of pollutants that threaten or impair surface and ground waters.
 - Structural and nonstructural projects that reduce contaminant runoff into waterbodies.
 - Projects that address invasive, exotic species resulting in enhancement of water quality.
 - Projects that restore, enhance or protect sensitive watershed lands through easement/fee title, acquisitions or other means to avoid or reduce water quality impacts from encroaching land uses.
 - Projects that augment stormwater retention and increase dry season flow.
- **Water-related Agricultural Sustainability.** Examples include:
 - Agricultural analysis and investment strategy projects that will lead to on-the-ground changes.
 - Projects that support agricultural sustainability in areas where agriculture is impacted by restoration or other water-related projects.
 - Projects that protect and increase the economic benefits arising from healthy watersheds.
 - Agricultural conservation that will result in pollution runoff reduction.

Comment [JL2]: Added for clarity.

This list is offered as guidance for potential applicants and is not exhaustive nor a guarantee of individual project eligibility or funding. Eligibility and funding determinations will be made on a project-by-project basis during the application review process. Projects must comply with all legal requirements, including the State General Obligation Bond Law in order to be deemed eligible. The State General Obligation Bond Law limits the use of bond funds to the construction, acquisition, and long term improvement of capital assets that have an expected useful life of at least fifteen years.

NOTE: Any grantee acquiring land with Prop. 1 may use the Natural Heritage Preservation Tax Credit Act of 2000 (Division 28 (commencing with Section 37000) of the Public Resources Code) (Section 79711[h]).

E. Ineligible Projects

Examples of ineligible projects and costs include:

- Any [Category 2](#) implementation project that will not result in the construction, acquisition, or long term enhancement of a capital asset.
- [Category 1](#)-Planning projects that do not relate to an eligible implementation project.
- Construction equipment purchased solely for purposes of implementing a single project.
- Projects dictated by a legal settlement or mandated to address a violation of, or an order (citation) to comply with, a law or regulation.
- Education, outreach, or event related projects, although these types of activities may be included as part of the overall implementation of a project eligible for Conservancy grant funds.
- Projects that subsidize or decrease the mitigation obligations of any party.
- Projects to design, construct, operate, mitigate, or maintain Delta conveyance facilities.
- Projects that do not comply with all legal requirements of Prop. 1 and other applicable laws.

NOTE: Funds will only be used for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.

F. Eligible Applicants

Eligible grant applicants include [California](#) public agencies, nonprofit organizations, public utilities, federally recognized Tribes, state Tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies that will have an eligible proposal or project that provides a public benefit in the Delta (Public Resources Code Section 75004) and that will satisfy all the grant requirements. Specifically, eligible applicants are:

- [California](#) public agencies (any city, county, district, or joint powers authority; state agency; public university; or federal agency). To be eligible, public utilities that are regulated by the Public Utilities Commission must have a clear and definite public purpose and shall benefit the customers and not the investors.
- Qualifying 501(c)(3) nonprofit organizations. "Nonprofit Organization" means an organization that is qualified to do business in California and qualified under Section 501(c)(3) of Title 26 of the United States Code.
- Eligible tribal organizations (includes any Indian Tribe, band, nation, or other organized group or community, or a tribal agency authorized by a tribe, which is listed on the National Heritage Commission's California Tribal List or is federally recognized).
- Mutual water companies, including local and regional companies. Additionally, in order to be eligible:
 - Mutual water companies must have a clear and definite public purpose and shall benefit the customers of the water system and not the investors.
 - An urban water supplier shall adopt and submit an urban water management plan in accordance with the Urban Water Management Planning Act.

- An agricultural water supplier shall adopt and submit an agricultural water management plan in accordance with the Agricultural Water Management Planning Act.
- An agricultural water supplier or an urban water supplier is ineligible for funding unless it complies with the requirements of Part 2.55 of their respective water management planning acts.

NOTE: As a general rule, organizations or individuals performing non-grant related work for the Conservancy under contract are ineligible to apply for a grant from the Conservancy during the life of the contract. This policy applies to organizations that:

- Contract directly with the Conservancy.
- Are providing services as a subcontractor to an individual or organization contracting directly with the Conservancy.
- Employ an individual, on an ongoing basis, who is performing work for the Conservancy under a contract whether as a contractor or as a subcontractor.

If you have a contract with the Conservancy and are contemplating applying for a grant, please consult with Conservancy staff to determine eligibility. For more information, refer to the Conflict of Interest section.

G. Eligible Costs

Comment [JL3]: Refined per SSM

~~Only project costs for items~~ Direct costs for work performed within the terms, including scope of and budget, of the grant agreement the project and within the time frame of the project agreement are will be eligible for reimbursement. Costs related to project-specific performance measures and reporting are required to be addressed in the project budget. Eligible expenses incurred upon the start date listed in the grant agreement and prior to the project completion date may be directly reimbursed.

~~Eligible indirect costs~~ must be directly related to the project and ~~may the rate will be calculated be~~ up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., , insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

H. Ineligible Costs

Grant funding may not be used to establish or increase a legal defense fund or endowment, make a monetary donation to other organizations, pay for food or refreshments, pay for tours,

or for eminent domain processes. No part of the Conservancy's grant funding may be used to subsidize or decrease the mitigation obligations of any party. For Category 2 projects, CEQA/NEPA completion is required prior to grant award so these costs are ineligible for the Category 2 proposal.

If ineligible costs are included in the project budget, it could result in the project being deemed ineligible. In some cases, the project may be approved for funding with the total amount of the award reduced by the amount of the ineligible costs. In that event, the Conservancy will contact the applicant to confirm that the project is still viable. Applicants should avoid including ineligible costs in the application and should contact Conservancy staff with questions.

General Program Requirements

A. Conflict of Interest

All applicants and individuals who participate in the review of submitted proposals are subject to state and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for a specific solicitation or who will participate in any part of the grant development and negotiation process on behalf of the public is ineligible to receive funds or personally benefit from funds awarded through that solicitation. Employees of state and federal agencies may participate in the review process as scientific/technical reviewers but are subject to the same state and federal conflict of interest laws.

Failure to comply with the conflict of interest laws, including business and financial disclosure provisions, will result in the proposal being rejected and any subsequent grant agreement being declared void. Other legal actions may also be taken. Applicable statutes include, but are not limited to, California Government Code Section 1090 and Public Contract Code Sections 10365.5, 10410 and 10411.

B. Confidentiality

Once ~~the a p~~Proposal has been submitted to the Conservancy, any privacy rights, as well as other confidentiality protections afforded by law with respect to the application package, will be waived. Unsealed proposals are public records under the California Government Code Sections 6250-6276.48, and will be provided to the public upon request.

C. California Conservation Corps

For Category 2 implementation projects, applicants shall consult with representatives of the California Conservation Corps (CCC) and CALCC (the entity representing the certified community conservation corps) (collectively, "the Corps") to determine the feasibility of using their services as defined in section 14507.5 of the Public Resources Code to implement projects (CWC §79734). See Appendix E for guidance and requirements necessary to ensure compliance with this provision. Applicants that fail to engage in consultation with the CCC and a certified local conservation corps will not be eligible to receive the Conservancy's Proposition 1 funding.

D. Labor Code Compliance

Grants awarded through the Conservancy's Ecosystem Restoration and Water Quality Grant Program may be subject to prevailing wage provisions of Part 7 of Division 2 of the California Labor Code (CLC), commencing with Section 1720. Typically, the types of projects that are subject to the prevailing wage requirements are public works projects. Existing law defines "public works" as, among other things, construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds. Assembly Bill 2690 (Hancock, Chapter 330, Statutes of 2004) amended California Labor Code (CLC) Section 1720.4 to exclude most work performed by volunteers from the prevailing wage requirements until January 1, 2017.

The grantee shall pay prevailing wage to all persons employed in the performance of any part of the project if required by law to do so. Any questions of interpretation regarding the CLC should be directed to the Director of the Department of Industrial Relations (DIR), the state department having jurisdiction in these matters. For more details, please refer to the DIR website at <http://www.dir.ca.gov>.

E. Environmental Compliance

Activities funded under this grant program must be in compliance with applicable state and federal laws and regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Delta Plan, and other environmental permitting requirements. The applicant is solely responsible for project compliance. For most projects, the Conservancy will serve as a responsible agency, unless there is no other public agency responsible for carrying out or approving the project for which the applicant seeks funding. Conservancy is the sole public partner, in which case the Conservancy will serve as the lead agency.

Comment [JL4]: Updated per Legal

Proposals may include in their budgets the funding necessary for compliance related tasks, however awards for Category 2 projects cannot be finally approved until the required CEQA documents have been completed and the necessary findings made. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA). A Category 1 grant may be made in order for an applicant to complete the CEQA process in advance of a potential Category 2 application. Approval of a Category 1 grant, however, is not a guarantee of final project approval and the Conservancy retains full discretion to approve or reject an associated Category 2 application.

For grant proposals that include an action that is likely to be deemed a covered action, pursuant to California Water Code (CWC) Section 85057.5, the applicant is responsible for ensuring consistency with the Delta Plan. In such instances, the proposal shall include a description of the approach through which consistency will be achieved, and may include in their budgets the funding necessary to complete related tasks.

F. Water Law

Comment [JL5]: Updated to reflect Board decision made at 7/27 Board mtg

Funded grants that address stream flows and water use shall comply with the CWC, as well as any applicable state or federal laws or regulations. Any proposal that would require a change to water rights, including, but not limited to, bypass flows, point of diversion, location of use,

purpose of use, or off-stream storage shall demonstrate in their grant proposal an understanding of the State Water Resources Control Board (SWRCB) processes, timelines, and costs necessary for project approvals by SWRCB and the ability to meet those timelines within the term of a grant. In addition, any proposal that involves modification of water rights for an adjudicated stream shall identify the required legal process for the change as well as associated legal costs. Projects that propose to acquire a permanent dedication of water must be in accordance with Section 1707 of the CWC; specifically, the acquisition must be specified by the SWRCB that the water proposed for acquisition is in addition to the water that is required for regulatory requirement (section 79709(a)). Applicants may apply for funding from the Conservancy to complete this process, but approval from the Water Board must be received prior to the dispersal of funds for any other project tasks. Prior to its completion, any water right acquisition must be supported by a water rights appraisal approved by the Department of General Services Real Property Services Section.

Comment [JL6]: Updated per Legal

All it is the responsibility of the applicant to uphold the terms of Proposition 1 and comply with State Water Resources Control Board's "existing authority regulations regarding to regulate the diversion and use of water, including insuring that the applicant has adequate water rights to complete the project and that the project will not reduce or otherwise affect the rights of other water rights holder." (section 79711(d)). s must demonstrate to the Conservancy For Category 2 implementation projects that require water application (e.g., restoration, working lands enhancements, etc.), applicants will be asked to submit a statement or application number for the water right they propose to use, as well as a short, narrative statement demonstrating that the project's water use has been considered, is reasonable, and that there is sufficient water to implement and maintain the project without causing adverse impacts to downstream users or surrounding landowners. Conservancy staff will provide the office of the Delta Watermaster with the statement or application numbers for all of the projects that propose to use water. The Delta Watermaster will review the water rights affiliated with the proposed projects and will provide an informal opinion as to whether or not these water rights appear to be subject to challenge. Staff will consider the Watermaster's input and any issues flagged during internal review when recommending a project for funding,

If the applicant is not the water right holder and the landowner is the water rights holder, the applicant will be asked to submit, as a condition of the grant agreement, a landowner access agreement with that includes a clause that specifically grants the applicant the right to use water for the purposes of implementing the proposed project (see Land Tenure section of this document for more information about the landowner access agreement: page 3, paragraph 4 of the template includes the water rights cause referenced here). If neither the applicant nor the landowner is the water right holder, the applicant will be asked to submit a written statement from the water right holder that verifies that the water rights holder has the right to deliver water to the property on which the proposed project will be implemented, and that the water rights holder recognizes its obligation to provide water to that property for the purposes of implementing the proposed project. The Conservancy may at any time request that an applicant or grantee provide additional proof that they it have has a legal right to divert water and sufficient documentation regarding actual water availability and use. For post-1914 water rights, the applicant must submit a copy of a water right permit or license on file with the SWRCB. Applicants who divert water based on a riparian or pre-1914 water right must submit written evidence of the right to divert water and the priority in the watershed of that diversion right with their proposal. All applicants must include past water diversion and use information

reported to the SWRCB, required by CWC Section 5101. Such reports include Progress Reports of Permittee and Reports of Licensee for post-1914 rights, and Supplemental Statements of Water Diversion and Use for riparian and pre-1914 water rights. All water rights must be accompanied by any operational conditions, agreements or court orders associated with the right, as well as any SWRCB orders affecting the water right.

G. Signage and Recognition

Comment [JL7]: Updated with language in Grant Agreement and upon advice of Legal.

To the extent practicable, grantees shall inform the public that the project received funds through the Delta Conservancy and from the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (CWC §79707[g]). Grantees shall recognize the Conservancy on signs, websites, press or promotional materials, advertisements, publications, or exhibits that they prepare or approve and that reference funding of a project. For Category 2 projects, grantees shall post signs at the project site acknowledging the source of the funds. Size, location and number of signs shall be determined by the Conservancy. Required signage must be in place prior to final distribution of grant funds. Grantees will include signage, to the extent practicable, informing the public that the project received funds through the Delta Conservancy and from the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (CWC §79707[g]).

H. Performance Measures

Performance measures must be designed so the Conservancy can ensure that projects meet their intended objectives, achieve measurable outcomes, and provide value to the State of California. The Conservancy requires that all grant funded projects monitor and report project performance with respect to the stated ecosystem and/or watershed goals and objectives identified in the grant proposal. For the purposes of this grant program, goals are broad statements of purpose and intention; objectives are -specific actions that support the attainment of the associated goal.

Applicants are required to prepare and submit a Performance Measures Table, specific to their proposed project, as part of the full proposal. Appendix D includes a sample Performance Measures Table. The goals of the Performance Measures Table are to:

- Provide a framework for assessment and evaluation of project performance.
- Identify measures that can be used to monitor progress towards achieving project goals and desired outcomes.
- Provide a tool for grantees and grant managers to monitor and measure project progress and guide final project performance reporting that will fulfill the grant agreement requirements.
- Provide information to help improve current and future projects.
- Quantify the value of public expenditures to achieve environmental results.

The Performance Measures Table requires applicants to align their project objectives with measurable outcomes and outputs. For the purposes of this grant program, project outcomes are defined as:

The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project's outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project's objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as 'what have we achieved?' and 'how do we know?'

Project outputs are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 projects, the Monitoring and Assessment Plan, described in the following section, will explain how the applicant will measure environmental performance. Many projects include multiple activities that will require measurement of several parameters to evaluate overall project performance. Successful applicants must be prepared to demonstrate the success of the project through the development and measurement of the appropriate metrics. These metrics may include acres of habitat restored; measurement-based estimates of pollution load reductions; feet of stream channel stabilized or restored; improved water supply reliability and flexibility; or other quantitative measures or indicators. These and other measures or indicators should be selected to fit the performance evaluation needs of the project. If a project is likely to be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

I. Reporting

All projects will be required to provide periodic progress reports during implementation of the project and a final report prior to project completion. Specific reporting requirements will be included in the grant agreement. Among other requirements, all such reports will include an evaluation of project performance that links to the project's performance measures. The final report will include, among other things, a discussion of findings, conclusions, or recommendations for follow-up, ongoing, or future activities.

J. Performance Monitoring and Assessment

All Category 2 implementation grant proposals must include a monitoring and assessment plan that explains how the ecosystem and/or watershed benefits of the project will be measured and reported. The monitoring and assessment plan will vary depending on the scope and nature of the project. A key attribute will be the inclusion of project-specific performance measures that will be used to assess progress toward achieving the project's stated objectives.

~~Monitoring and assessment plans should incorporate standardized approaches, where applicable, into their monitoring plans and evaluate opportunities to coordinate with existing monitoring efforts (e.g., California Coastal Monitoring Program, Surface Water Ambient Monitoring Program (SWAMP; website provided in Appendix B)) or produce information that can readily be integrated into such efforts.~~

Comment [JL8]: Moved and integrated below.

-The monitoring plan should include the following elements:

- What will be monitored and linkages to Performance Measures Table (Appendix D);
- Monitoring objectives;
- Clearly stated assessment questions;
- The specific metrics that will be measured and the methods / protocol(s) that will be used;
- Linkages to relevant conceptual model(s);
- The timeframe and frequency of monitoring (including pre- and post-project monitoring, and opportunities to extend beyond the life of the grant);
- The spatial scope of the monitoring effort;
- Quality assurance/quality control procedures;
- Compliance with all permit requirements for monitoring activities (Scientific Collecting Permits, incidental take permits for listed species, etc.);
- Description of relationships to existing monitoring efforts; and
- How the resulting data will be analyzed, interpreted and reported.

Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan's adaptive management framework. ~~Applicants are required to demonstrate alignment with the Delta Science Plan, complete the Delta Stewardship Council's covered action requirements as applicable, and upload all relevant information to EcoAtlas. Links to these items are listed in Appendix B: Key State, Federal, and Regional Plans. Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan's adaptive management framework.~~

Comment [JL9]: Already mentioned in Env. Compliance section

Comment [JL10]: Integrated into the Adaptive Management section.

Data Collection and Management

Each proposal must describe how data and other information generated by the project will be collected, handled, stored, and shared. Monitoring and assessment plans should incorporate standardized approaches, where applicable, into their monitoring plans and evaluate opportunities to coordinate with existing monitoring efforts or produce information that can readily be integrated into such efforts. Applicants are required to upload all relevant information to EcoAtlas. Links to these items are listed in Appendix B: Key State, Federal, and Regional Plans. ~~Projects must include data collection and management activities that support incorporation of project data into statewide data systems, where applicable.~~ Environmental data and information collected under these grant programs must be made visible, accessible, and independently understandable to general users in a timely manner, except where limited by law, regulation, policy, or security requirements. Unless otherwise stipulated, all data collected and created is a required deliverable and will become the property of the Conservancy.

Comment [JL11]: Moved from above

Types of standardized methods and related data portals include:

- Water quality, toxicity, and bioassessment data: SWAMP for data collection, CEDEN for data reporting
- Coastal salmonids: California Coastal Monitoring Program for both methods and reporting

- Wetland and riparian restoration: WRAMP framework for data collection, EcoAtlas for data reporting

Comment [JL12]: Explained for clarity

Additional specifications of relevance to water quality and wetland and riparian restoration data are described below. Unless otherwise stipulated, all data collected and created is a required deliverable and will become the property of the Conservancy.

Water Quality Surface Water Monitoring Data

If applicable, applicants should incorporate standardized approaches, ~~such as those outlined by the Surface Water Ambient Monitoring Program (SWAMP),~~ for data collection. If the project includes water quality, toxicity, and/or bioassessment monitoring data collection, it shall be collected using standardized approaches such as SWAMP and reported to the California Environmental Data Exchange Network [CEDEN] for surface water data (CWC §79704). The grantee shall be responsible for uploading the data and providing a receipt of successful data submission, generated by CEDEN, to the grant manager prior to submitting a final invoice. Guidance for submitting data, including minimum data elements, data formats, and contact information for the Regional Data Centers, is available on the CEDEN website. For more information, please see the CEDEN website (Appendix B).

Wetland and Riparian Restoration Data

Wetland and riparian restoration projects shall collect and report project and monitoring data in a manner that is compatible and consistent with the Wetland and Riparian Area Monitoring Program (WRAMP) framework and tools administered by the California Wetlands Monitoring Workgroup (CWMW) of the Water Quality Monitoring Council. The framework can be used to decide on the kinds of data to collect based on how they will be used. The tools include the California Aquatic Resource Inventory for classifying the distribution and abundance of wetlands throughout the state, rapid assessment tools, such as the California Rapid Assessment Method, for assessing the overall condition of wetlands, and EcoAtlas for tracking project information and aggregating and visualizing data from multiple sources. For more information, please see the *California Wetlands Monitoring Workgroup* website (Appendix B). Monitoring data shall be uploaded to statewide data systems, as applicable, in a manner that is compatible and consistent with the WRAMP framework.

Wetland and riparian restoration project data shall be uploaded to EcoAtlas. For the purpose of this requirement, examples of project data include project proponent, project name, location (e.g., latitude/longitude, project boundary), pertinent dates (e.g., site construction), activity type (e.g., restoration), and habitat type and amount. For additional information, refer to the "Project Tracker" online tool on the EcoAtlas website.

Comment [JL13]: Explained for clarity.

K. Adaptive Management

Adaptive management is the framework for taking actions to achieve desired outcomes through an iterative learning process that advances scientific understanding and helps adjust operations. Adaptive management acknowledges uncertainty, and it promotes flexible decision making that can be adjusted in the face of uncertainties as outcomes from management actions and other events, such as climate change, become better understood. Successful adaptive management

Comment [JL14]: Added following 3 sections because these things were not previously explained and applicants struggled with them during the last round.

includes involving stakeholders early in the process, and is not a “trial and error” approach but rather a means to more effective decision-making and enhanced benefits. Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan’s adaptive management framework, found here:

http://deltacouncil.ca.gov/sites/default/files/documents/files/AppA_Adaptive%20Management_Nov2012.pdf

Applicant submitting full proposals for Category 2 implementation projects will be required to describe their adaptive management plan. An adaptive management plan creates a mechanism for testing uncertainties and assumptions about a project’s outcomes by using monitoring data, and then adjusting long term management to reflect lessons learned. Applicants must describe how the project will incorporate information provided in the performance measures table, monitoring and assessment plan and the long-term management and maintenance plan into an adaptive management plan, and how this adaptive management plan will persist beyond the award period. The adaptive management plan should describe how uncertainty will be accommodated and how challenges will be responded to. A complete adaptive management plan will include the steps found in the Plan-Do-Evaluate and Respond framework set forth in the Delta Plan.

A complete adaptive management plan should include the following steps:

- What is the defined/redefined problem?
- What are the established goals and objectives?
- What mathematical or conceptual models are being used to link goals and objectives to proposed actions?
- How are actions selected and what performance measures are put in place?
- How will selected actions be designed and implemented?
- How will designed and implemented actions be monitored?
- How will results of the selected actions be analyzed, synthesized, and evaluated?
- How will results be communicated, and to whom?
- What steps are needed to adapt to challenges, redefine the problem(s), and to move forward with the project?

L. Long-Term Management and Maintenance

The goal of long-term management and maintenance is to foster the long-term success of the project and long-term viability of the site’s natural resources. Applicants submitting full proposals for Category 2 implementation projects must describe future management and maintenance activities beyond the award period, and how the project will deliver sustainable outcomes in the long-term through appropriate stewardship. Applicants will be asked to explain their long-term management and maintenance plan for the project, including who will manage

the project, how the project will be maintained, how management and maintenance will be funded, and how long term management will be integrated into the project's adaptive management plan. A long term management and maintenance plan should document how the site will be managed for at least 15 years. Properties restored, enhanced, or protected, and facilities constructed or enhanced with funds provided by the Conservancy shall be operated, used, and maintained consistent with the purposes of the grant.

M. Land Tenure

Comment [JL15]: Updated to reflect Board decision made at 7/27 Board mtg

Category 2 projects must submit documentation showing that they have adequate tenure to, and site control of, the properties to be improved or restored, including adequate control for maintenance of the project for a minimum of 15 years. Category 2 projects are subject to the which requires that capital outlay projects be maintained for a minimum of 15 years (section 16727(a)). If the applicant does not own the land on which the project will be implemented, a landowner access agreement that references the grant agreement and with a minimum term of 15 years will be required as a condition of the grant agreement and must be provided-executed and recorded before a grantee begins work on a project funds are disbursed. Grantees may assign without novation the responsibility to implement, monitor, and maintain a project. A sample landowner access agreement template can be found on the Conservancy's website. Grantees opting not to use the template must submit an alternate agreement that conforms to the terms of the template,

Land tenure agreements must include the following provisions:

The agreement must be signed by both the grantee and all landowners, and must be approved as to form by the Conservancy.

The agreement must give the grantee at least 15 years of site access and appropriate site control.

The agreement must give the grantee the authority to implement, monitor, and maintain the project in accordance with the grant provisions.

The agreement must allow for annual site visits by the Conservancy for the entire duration of the agreement.

The agreement may only be terminated for cause or by mutual consent, and with approval from the Conservancy.

K.N. Land Acquisitions

Comment [JL16]: Updated to reflect the information gathered by talking with SCC, SNC, WCB, CNRA, and TNC, and to integrate feedback of the EO and Legal

The Conservancy may recommend awards up to \$3,000,000 for a land acquisition project. Acquisition costs may include personnel time, appraisal and appraisal review, due diligence costs, closing costs, and the purchase of real property. In total, appraisal and appraisal review, personnel time, due diligence costs, and closing costs may not exceed ten percent of the land acquisition cost that is being requested from the Delta Conservancy. Note that the land acquisition cost may not be factored into the indirect cost calculation. Funding will be dispersed quarterly in areas for all costs save for the acquisition of property, for which funds will be

transferred into escrow once all requirements have been met. The Conservancy will not directly pay ~~for~~ the Department of General Services (DGS) to review and approve the required appraisal; the grantee must pay DGS directly for this expense and seek reimbursement from the Conservancy.

Acquisition projects must adhere to the following requirements:

- Property must be acquired from a willing seller and in compliance with current laws governing ~~relocation and~~ acquisition of real property by public agencies^{1,2} in an amount not to exceed Fair Market Value, as approved by the State.
- If a signed purchase and sale or option agreement is unavailable to be submitted with the application, a Willing Seller Letter is required from each landowner indicating they are a willing participant in the proposed real estate transaction. The letter should clearly identify the parcels to be purchased and state that “if grant funds are awarded, the seller is willing to enter into negotiations for sale of the property at a purchase price not to exceed fair market value.”
- Once funds are awarded and an agreement is signed with the Conservancy, another property cannot be substituted for the property specified in the application. Therefore it is imperative ~~that the the~~ Applicant demonstrate that the seller is negotiating in good faith, and that discussions have proceeded to a point of confidence.
- ~~The Department of General Services (DGS) must review and approve all appraisals of real property. Applicant must budget \$10,000 for the appraisal and/or transaction review, which is not an eligible project cost and must be covered by match funds.~~

Proposals for acquisition of real property must address the following, as required by section 32364.5 (b) of the Conservancy’s enabling legislation:

1. The intended use of the property.
2. The manner in which the land will be managed.
3. How the cost of ongoing operations, maintenance, and management will be provided, including an analysis of the maintaining entity’s financial capacity to support those ongoing costs.
4. Grantees shall demonstrate, where applicable, how they will provide payments in lieu of taxes, assessments, or charges otherwise due to local government.

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)

¹ Government Code, Chapter 16, Section 7260 et seq.

² Government Code, Chapter 16, Section 7260 et seq.,

- Copy of the Purchase and Sale or Option Agreement, or a Willing Seller Letter(s)
- Appraisal or Estimation of Fair Market Value
- ~~Preliminary Title Report~~
- ~~Letter stating that applicant will directly pay DGS for review of appraisal and associated materials~~
- Map showing lands that will be acquired, including parcel lines and numbers
- ~~Map of plotted easements or fee title~~
- ~~Underlying documents to title exceptions, upon request~~
- ~~Analysis of mineral rights issues, if applicable~~

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

O. Federal and Local Cost Share and State-Leveraged Funds

The Conservancy will provide points to proposals with a federal, local, or private cost share component (other state funds may not count toward the cost share). Cost sharing is the portion of the project not borne by the Conservancy's grant monies. Cost sharing encourages collaboration and cooperation. Applicants are encouraged to develop a cost share program to support their project. Only cost share commitments made explicitly for the project may count toward the cost percentage for grant proposal and ranking purposes. Applicants stating that they have a cost share component must have commitment letters from cost share partners at the time the full proposal is submitted and include letters of commitment as part of the proposal requirements.

At both the concept and full proposal stages, for every 10 percent of cost share, a project will score one point, to a maximum of five points. Up to 50 percent of a cost share may be in-kind. For example, if the cost share is \$50,000, \$25,000 of that may be from in-kind sources. All in-kind cost share must be matched with cash at a one-to-one ratio. For projects without any cash match, in-kind cost share will not be calculated into the project's cost share score. Cost share will be calculated by dividing the total eligible cost share (only that from federal, local, or private sources, with all in-kind matched one-to-one with cash) by the total dollar amount requested from the Conservancy.

The Conservancy will also provide points (see evaluation criteria) for proposals that leverage state funds for multi-benefit projects. These projects must support multiple objectives as identified in various planning documents (see Appendix B). State funds may not count toward the cost share. Applicants stating that they are leveraging other state funds must have commitment letters from leverage partners at the time of the full proposal.

Comment [JL17]: Following two sections have been moved from a later section, but have not been changed at all.

P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support

In compliance with the Conservancy's governing statute (Public Resources Code Section 32363) and Prop. 1, local government agencies—such as counties, cities, and local districts—will be notified by the Conservancy about eligible grant projects being considered for funding in their area. The Conservancy shall coordinate and consult with the city or county in which a grant is proposed to be implemented or an interest in real property is proposed to be acquired, and with the Delta Protection Commission. The Conservancy will also coordinate with the appropriate departments in state government that are doing work in the Sacramento-San Joaquin Delta, including the Central Valley Flood Protection Board. For all applications under consideration, Conservancy staff will also notify the applicable public water agency, levee, flood control, or drainage agency (when appropriate), and request comments within 15 business days following notification. The individual Conservancy Board members representing each of the five Delta counties will also be notified at this time and may wish to communicate with the affected entities as well.

The Conservancy will work with the grantee to make all reasonable efforts to address concerns raised by local governments. Please note that it is also the applicant's responsibility to contact, seek support from, and coordinate with applicable state agencies, cities, counties, and local districts. If an applicant has a project-specific resolution of support from the affected city or county and local district, it should be included in the application package in order to facilitate the overall assessment process.

L.O. Grant Provisions

For each awarded grant, the Conservancy will develop an individual grant agreement with detailed provisions and requirements specific to that project. Please be aware that if you are authorized to receive a grant from the Conservancy, the provisions listed below will apply:

- Actual awards are conditional upon funds being available from the State.
- Grant eligible costs may be incurred by the grantee only after the grantee has entered into a fully executed agreement with the Conservancy; only these costs will be eligible for reimbursement.

Land Tenure Documents

- For all Category 2 implementation projects, adequate proof of land tenure agreements must be in place allowing the applicant/grantee to access property to construct and maintain the proposed project must be in place prior to the dispersal of funds. If appropriate, define what, if any, agreements are in place, or plans (including a timeline) to acquire those agreements. Please be aware that a grant agreement will not be executed without proof of land tenure.

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• Leases or Agreements

Comment [JL18]: Updated per Board decision on 7/27

- ~~If appropriate, provide copies of all leases, agreements, memoranda of understanding, etc., not already addressed affecting project lands or the future operation and maintenance thereof.~~
- Grant eligible costs will only be paid in arrears on a reimbursement basis, require supporting documentation upon request, and may be subject to audit (see Appendix H).
- Grantees will not be paid if any of the following conditions occur:
 - the applicant has been non-responsive or does not meet the conditions outlined in the grant proposal and grant agreement;
 - the project has received alternative funding from other sources that duplicates the portion or work or costs funded by a Conservancy grant;
 - the project description has changed and is no longer eligible for funding; or
 - the applicant requests to end the project.

Proposal Solicitation

A. Applying for a Grant Application, Review and Selection Process

Comment [JL19]: Combined two very redundant sections.

The Delta Conservancy runs a two-part proposal solicitation process. Concept proposals are invited from any eligible applicant. Concept proposals are scored by Conservancy staff, and those only those projects that meet or exceed the minimum point threshold at the concept proposal stage are invited to submit full proposals.

The following steps will be followed during a grant cycle:

Concept Proposal

- The Conservancy will hold a proposal submission workshop. Questions received at the proposal submission workshop, or subsequently over the phone or via email, and staff's response will be posted on the Conservancy's Prop. 1 Grant Program web page to assist others with similar questions.
- If potential applicants have questions that are not answered on the Conservancy's Grant Program web page or via the proposal submission workshop, potential applicants are encouraged to contact Conservancy grant staff before submitting a proposal. Once a proposal has been submitted, Conservancy staff will only be able to provide status updates.
- Potential applicants will submit a concept proposal. Only proposals submitted prior to the submission deadline will be considered.
- The concept proposals will be reviewed for administrative and technical purposes as outlined in the concept proposal evaluation criteria. If the concept proposal is complete, meets all concept proposal requirements, and scores a minimum of 75 points, a full proposal will be requested.

Full Proposal

- Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal. Only full proposals submitted prior to the submission deadline will be considered.
- The full proposals will be reviewed and scored by the Conservancy grant team according to the proposal evaluation criteria below. Conservancy staff will conduct a project site visit with each eligible applicant.
- The full proposals will also be reviewed by an independent professional review panel made up of state and federal agency technical experts. The professional review panel will provide an additional independent review of staff's evaluation and scoring.
- Following professional review, the staff team will assign final scores to each application.
- ~~The final score will be posted on the Conservancy's website for final Board approval at a public meeting. Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.~~
- ~~The Board will be provided with a list of all applications received, their final scores, and the staff recommendation for projects to be funded. Full proposals will be made available upon request.~~ The Board action will involve ratification of the projects' scores and action on staff's funding recommendation. Applicants and members of the public will have the opportunity to appear before the Board at this time.
- If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursement.
- ~~If a project scores 75 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.~~
- ~~Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.~~

A score of 75 points during either the concept or full proposal stage does not guarantee that a grant award will be made or that a project will receive all of the requested funding. Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle,

the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds as needed to allow an applicant to complete administrative steps, or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

If a project scores 75 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.

Proposals and scoring information will be made available upon request.

- ~~The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).~~
- ~~If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursement.~~

B. Grant Cycle and Important Dates

The Conservancy's grant cycle is approximately 9 months long. Concept proposals are solicited in the fall, full proposals are invited in the winter, and funding is awarded the following spring. If all funds during a fiscal year are expended but proposals have been submitted that otherwise could be approved for funding, these proposals may be held and re-considered during the next grant cycle. All dates for the Conservancy's 2016-2017 grant cycle are subject to change. Please check the Prop. 1 Grant Program web page for the most up-to-date information.

Important dates for the 2016-17 grant cycle are:

- Concept Proposal Solicitation – September 1, 2016 - September 30, 2016
- Full Proposal Solicitation – November 28, 2016 – January 13~~20~~, 2017
- Board Approval of Full Proposals – April 26, 2017

Proposal Selection

Comment [JL20]: Combined with section above.

C. Proposal Review and Selection Process

~~Those interested in applying for Prop. 1 funds through the Conservancy must submit a concept proposal, which must clearly demonstrate the value of the project and provide the Conservancy with adequate information to evaluate the project. The concept proposal will be scored by Conservancy staff based on the concept proposal evaluation criteria.~~

~~If the concept proposal meets the scoring threshold of 75 points (as well as all concept proposal requirements), the applicant will be invited to submit a full proposal. Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal.~~

~~Full proposals will be reviewed and scored by the Conservancy grant team and a professional review panel to evaluate benefits, project design and readiness, and other factors (see full proposal evaluation criteria below). The professional review panel will be made up of state and federal agency technical experts, and will review staff's evaluation and scoring of full proposals to provide an independent review of staff's evaluation and scoring. A minimum of 75 points are required for a full proposal to be considered for funding. Conservancy staff will conduct a project site visit with each eligible applicant.~~

~~If a project scores 75 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.~~

~~Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.~~

~~Proposals and scoring information will be made available upon request.~~

~~If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursement.~~

D.C. _____ Evaluation Criteria for Concept Proposal

Conservancy staff will determine the eligibility of a concept proposal using the criteria outlined below. If a concept proposal passes all three eligibility criteria, its merit will be evaluated by Conservancy staff using the concept proposal criteria listed below.

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned if the project meets all of the criteria as listed, or if the project could meet all of the criteria with minimal modifications. Projects that pass the eligibility review but require modifications to be eligible will be notified about eligibility requirements if they are invited to submit a full proposal. Eligibility will be reassessed during the full proposal review process.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.
2. Will the project produce ecosystem and/or water quality and/or agricultural sustainability benefits?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

Staff will score projects based on the evaluation criteria below. If a project scores a minimum of 75 points (out of 100), a full proposal will be requested. The number in parentheses reflects the maximum number of points allocated to each criterion.

Project Description and Organizational Capacity (12 points)

1. The degree to which the project description clearly explains the location, need, goals and objectives, tasks, deliverables, and budget for the project, as well as the related experience and qualifications of all parties working on the project.

State Priorities/Project Benefits (25 points)

2. (a). For Category 1 projects, the degree to which the project considers climate change, and the degree to which the specific, on-the-ground project for which planning is being conducted will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans.
2. (b). For Category 2 projects, the degree to which the project integrates climate change considerations, and the degree to which it will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans .

Readiness (15 points)

3. (a) For a Category 1 project, the degree to which the proposal demonstrates how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed.
3. (b). For a Category 2 project, the degree to which planning is complete and the project is ready to begin.

Local Support (20 points)

4. (a). For Category 1 projects, the degree to which potentially affected parties will be informed and consulted as part of the planning process, and the degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.
4. (b). For Category 2 projects, the degree to which potentially affected parties have been informed and consulted, and the degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.

Scientific Merit and Performance Measures (20 points)

5. (a). For Category 1 projects, the extent to which the scientific basis of the proposed project is clearly described, adaptive management is addressed, and to which outputs and outcomes are presented.
5. (b). For category 2 projects, the extent to which the scientific basis of the proposed project is clearly described, and to which outputs, outcomes, and a plan for tracking performance are described. Applicants should outline a monitoring framework for measuring progress toward achieving stated objectives and outcomes, and discuss how adaptive management will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used.

Funding: Cost Share and Leveraging (8 points)

6. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits. For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5 points)
7. The degree to which the project leverages other state funds. (3 points)

E.D. Evaluation Criteria for Full Proposal

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned only if the project meets all of the criteria as listed.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.
2. Will the project produce ecosystem and/or water quality benefits and/or agricultural sustainability?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

If a concept proposal scores a minimum of 75 points and a full proposal is invited, full proposals will be evaluated using the following criteria (for a maximum of 100 points). Projects will need a score of 75 points or better to be considered for funding.

Project Description and Organizational Capacity

1. Does the applicant provide a clear description of the project that addresses the need for the project, and project goals and objectives, tasks, deliverables, and budget? How well can the applicant manage and complete the proposed project considering related experience, staff qualifications and knowledge; and what is the applicant's performance

on prior federal or state assistance agreements awarded in the past three years? Does the project description include a detailed project plan or implementation schedule; and budget with reasonable costs and clear identification of grant funds and cost share contributions? For acquisition projects, has the applicant satisfactorily provided all required additional information? (10)

State Priorities/ Project Benefits

2. (a). For Category 1 projects, how well does the specific, on-the-ground project for which planning is being done demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans) (15).
2. (b). For Category 2 projects, how well does the project demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans). For acquisition projects, does the proposal address the factors required by the Conservancy's enabling legislation? (15)
3. (a). For Category 1 projects, does the applicant explain how the planning effort will include efforts to develop a plan to maintain environmental benefits for the required minimum of 15 years, and for developing and implementing an adaptive management plan? (5)
3. (b). For Category 2 projects, how well does the applicant demonstrate plans for long-term management and sustainability of the project for the required minimum of 15 years or longer, and how for the implementation of an adaptive management plan as required and defined in the Delta Plan? (5)
4. (a). For Category 1 projects, the extent to which the project considers climate change, and provides a mechanism for incorporating climate change considerations into the planning process. (5)
4. (b). For Category 2 projects, the extent to which the project integrates climate change considerations. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (5).

Readiness

5. (a). For Category 1 projects, how well does the proposal demonstrate how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed? (15)

5. (b). For Category 2 projects, how complete is project planning, what is the status of CEQA and permitting efforts, and when will the project be ready to begin implementation? (15)

Local support

6. How well does the applicant demonstrate that they have local support? Full point will be provided only if a resolution of support from the County is included. (7)
7. To what extent has the applicant developed appropriate and necessary partnerships to help implement the project, and, if applicable, has the project been incorporated into larger plans or existing partnerships? (5)
8. (a). For Category 1 projects, how well does the proposal demonstrate plans inform and consult potentially affected parties, and to avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)
8. (b). For Category 2 projects, has the applicant informed and consulted potentially affected parties, how consistent is the project with similar efforts on nearby or surrounding lands, and how well does the project avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)

Funding: Cost Share and Leveraging

9. Does the project develop a cost share with private, federal, or local funding to maximize benefits? For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5)
10. Does the project leverage other state funds? (3)

Scientific Merit and Performance Measures

11. How well does the applicant explain the scientific basis of the proposed project and the degree to which best available science has been adopted? If scientific basis is not relevant for this project (e.g., a sustainable agriculture project), what is the extent to which best industry practices are used, and to which the impacts of climate change are vetted? (10)
12. (a). For Category 1 projects, how clear are the project's outputs and outcomes, and how well does the proposal ~~demonstrate~~ demonstrate a plan for tracking progress toward stated performance measures? (10)
12. (b). For Category 2 projects, how clear are the project's outputs and outcomes, and how well does the proposal demonstrate a plan for measuring, monitoring, tracking, and reporting progress toward achieving these results? To what extent does the proposal demonstrate a plan and approach for collecting and managing data consistent with existing State efforts, and for reporting project results or methods to private, State, and/or local government agencies beyond their own organization? (10)

13. How well does the project employ new or innovative technology or practices, including decision support tools? If an agricultural sustainability proposal, how well does the project vet the relevancy and applicability of new or innovative technology or practices (5).

Comment [JL21]: Moved to previous section.

F. Federal and Local Cost Share and State-Leveraged Funds

The Conservancy will provide points to proposals with a federal, local, or private cost share component (other state funds may not count toward the cost share). Cost sharing is the portion of the project not borne by the Conservancy's grant monies. Cost sharing encourages collaboration and cooperation beyond in-kind and written support. Applicants are encouraged to develop a cost share program to support their project. Only cost share commitments made explicitly for the project may count toward the cost percentage for grant proposal and ranking purposes. Applicants stating that they have a cost share component must have commitment letters from cost share partners at the time the full proposal is submitted and include letters of commitment as part of the proposal requirements.

At both the concept and full proposal stages, for every 10 percent of cost share, a project will score one point, to a maximum of five points. Up to 50 percent of a cost share may be in-kind. For example, if the cost share is \$50,000, \$25,000 of that may be from in-kind sources. All in-kind cost share must be matched with cash at a one-to-one ratio. For projects without any cash match, in-kind cost share will not be calculated into the project's cost share score. Cost share will be calculated by dividing the total eligible cost share (only that from federal, local, or private sources, with all in-kind matched one-to-one with cash) by the total dollar amount requested from the Conservancy.

The Conservancy will also provide points (see evaluation criteria) for proposals that leverage state funds for multi-benefit projects. These projects must support multiple objectives as identified in various planning documents (see Appendix B). State funds may not count toward the cost share. Applicants stating that they are leveraging other state funds must have commitment letters from leverage partners at the time of the full proposal.

G. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support

In compliance with the Conservancy's governing statute (Public Resources Code Section 32363) and Prop. 1, local government agencies—such as counties, cities, and local districts—will be notified by the Conservancy about eligible grant projects being considered for funding in their area. The Conservancy shall coordinate and consult with the city or county in which a grant is proposed to be implemented or an interest in real property is proposed to be acquired, and with the Delta Protection Commission. The Conservancy will also coordinate with the appropriate departments in state government that are doing work in the Sacramento-San Joaquin Delta, including the Central Valley Flood Protection Board. For all applications under consideration, Conservancy staff will also notify the applicable public water agency, levee, flood control, or drainage agency (when appropriate), and request comments within 15 business days following notification. The individual Conservancy Board members representing each of the five Delta counties will also be notified at this time and may wish to communicate with the affected entities as well.

~~The Conservancy will work with the grantee to make all reasonable efforts to address concerns raised by local governments. Please note that it is also the applicant's responsibility to contact, seek support from, and coordinate with applicable state agencies, cities, counties, and local districts. If an applicant has a project-specific resolution of support from the affected city or county and local district, it should be included in the application package in order to facilitate the overall assessment process.~~

Application Process

This section describes the information and documents that must be submitted for both a concept and a full proposal.

A. Concept Proposal Instructions

Please read the instructions below to submit a complete, clear, and responsive concept proposal. All files should be submitted electronically one of two ways: 1) via email to prop1grants@deltaconservancy.ca.gov; or 2) via USB or CD and mailed or hand delivered to 1450 Halyard Drive, Suite 6, West Sacramento, CA 95691. The concept proposal should not exceed ten pages (not including the application form, budget, and support letters).

Concept Proposal Application Form

The form (please see Appendix C) should be completed with additional pages for the items listed below. Please use at least 11-point standard font, single line spacing with one-inch page margins. The following information will be scored using the concept proposal evaluation criteria.

a. Applicant Information

Applicant must list its organizational/agency name, address, the primary contact's name and contact information, and the organization's federal tax ID number. Applicant must also identify the type of organization it is.

b. Project Information

Applicant must provide specific information about the project. Name, location (county, city/community, and any information that is more specific to the project site), proposed start date, and the estimated completion date.

Project Description and Organizational Capacity

Provide a clear, detailed description of the project proposed for Conservancy funding. Include:

- Location of project,
- Specific need for the project,
- The project's goals and objectives,
- Specific tasks that will be undertaken,
- Work products or deliverables, and
- Experience and qualifications of all parties working on the project.

State Priorities/Project Benefits

Demonstrate that the project will yield multiple benefits that are aligned with state priorities. Describe how the project's outcomes are consistent with the following:

- Proposition 1
- California Water Action Plan
- The Conservancy's enabling legislation
- The Conservancy's strategic plan
- The Delta Plan
- Applicable recovery plans and other related efforts

Category 1 projects should describe the consistency of the specific, on-the-ground project for which planning is being conducted. Projects selected to submit a full proposal will be required to substantiate this consistency.

Also, describe how climate change considerations are being taken into account. For planning projects, note how climate change will be considered as part of the planning process. For implementation projects, describe any risks posed by climate change and how the project has been designed to mitigate those risks, and explain any projected climate-related impacts or benefits of the project. If these are not relevant for this project (e.g., a sustainable agriculture project), then describe how best industry practices have been incorporated.

Readiness

Describe the readiness to proceed with the project, indicating any work that has already been done and any additional work that will need to be done:

- Discuss the readiness of the project to begin.
- For planning projects, describe how the proposed planning activities will advance the project toward implementation.
- List any data needs or identified data gaps, and a process for addressing them.
- Describe any permits and landowner agreements that will be required, if applicable. This includes the status of CEQA compliance.
- Discuss the status of cost share efforts, including the leveraging of state funds.

Local Support

List individuals and organizations who will be participating in the project, cooperating (providing guidance, etc.), and supporting the project (not actively engaged, but aware of the project and supportive). Describe how you have informed and consulted with affected parties and/or incorporated good neighbor practices into the project. For Category 1 projects, describe how affected parties will be informed and consulted during the planning process, if they have not been already. Discuss how projects are consistent with similar efforts in surrounding areas, and integrated into larger plans and partnership. Applicants should include letters of support from applicable local government agencies, and should consult with the Delta Protection Commission (letters do not count toward ten page maximum).

Scientific Merit and Performance Measures

Describe the scientific basis of the proposed project and how best available science and adaptive management practices have or will be integrated into the project and implemented. Include a general description of project outcomes and outputs, describing the benefits they will

yield. For Category 2 projects, describe the approach to measuring and reporting the project's effectiveness, including how successes will be quantified.

Funding Request and Budget

Applicant must provide information about the total project cost as well as the amount requested from the Conservancy. Information about cash and in-kind contributions, including sources, must also be included. For Category 2 grants, planning and monitoring costs may not exceed 20 percent. Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy. Please use the Concept Proposal Budget Template in Appendix C. Explain how budget items in the attached table align with project tasks described in the project description. Include grant management and reporting, and performance measure tracking costs in the total funding request.

B. Full Proposal Instructions

As described in the preceding section, all prospective applicants are required to submit a concept proposal. An applicant will be invited to submit a full proposal if the concept proposal has met all of the criteria and receives the minimum score. Only applicants invited to submit a full proposal will be reviewed and considered.

Applicants who are invited to submit a full proposal will be sent proposal submission instructions, which will include a fillable PDF application form and other required attachments. Prospective applicants should be prepared to submit the following information in a full proposal.

Authorization or Resolution to Apply

Applicants will be required to provide a copy of documentation authorizing them to submit an application for grant funding to the Conservancy. A project-specific governing board resolution is required for nonprofit organizations, tribes and local government agencies. However, if the organization's governing board has delegated authority to a specific officer to act on behalf of that organization, that officer may, in lieu of a resolution, submit a letter of authorization along with documentation of the delegated authority. The documentation of delegated authority must include the language granting such authority and the date of delegation.

For both letters and resolutions, the authorized representative may be a particular person (or persons) or a position (or positions). The advantage of having a position named as the authorized representative is that a new letter or resolution would not be required should the person currently holding the position change. In lieu of a resolution, state and federal agencies may submit a letter authorizing the application. The letter must be on the agency's letterhead, and must identify the position (job title) of the authorized representative.

Documents Required of Nonprofit Applicants

Nonprofit applicants are required to submit Articles of Incorporation, IRS letters, and signed Bylaws. If a nonprofit organization has submitted these documents to the Conservancy in prior funding cycles and its status has not changed, the applicant should notify Conservancy staff. If these documents are not already on file at the Conservancy, they must be submitted to the Conservancy if invited to submit a full proposal.

A nonprofit must meet eligibility requirements at the time of concept proposal submittal. Nonprofits incorporated outside of California must submit documentation from the California Secretary of State at the time of the application showing that they are permitted to do business in the State of California.

As required by statute, an eligible nonprofit organization is one that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code and has charitable purposes that are consistent with the purposes of the Conservancy.

Documents Required of Public Utility

Public utilities regulated by the Public Utilities Commission must demonstrate that it has a clear and definite public purpose and that benefits the customers and not the investors.

Documents Required of Native American Tribe

Native American tribes must show proof of its inclusion on the National Heritage Commission's California Tribal List, or proof of federal recognition.

Documents Required of Mutual Water Company

Mutual water companies are required to submit a document that demonstrates a clear and definite public purpose and that it benefits the customers of the water system and not the investors.

Urban water suppliers must submit its urban water management plan in accordance with the Urban Water Management Planning Act (Part 2.6 (commencing with Section 10610) of Division 6).

Agricultural water suppliers must submit its agricultural water management plan in accordance with the Agricultural Water Management Planning Act (Part 2.8 (commencing with Section 10800) of Division 6).

Urban water suppliers and agricultural water suppliers must show proof of how it complies with the requirements of Part 2.55 (commencing with Section 10608) of Division 6).

Supplemental Documents

a. Partner and Community Letters of Support

Provide letters of support for the project, including support and commitment letters from partners providing a cost share, and from the landowner of the project site, if the applicant is not the landowner. If applicable, applicants are strongly encouraged to provide a letter of support from the entity providing water for a Category 2 implementation project.

b. Resolutions of Support from Applicable Local Government Agencies

Provide resolutions of support for the project from the county/counties in which the project is located.

c. Consultation with the Delta Protection Commission

Provide proof that the Delta Protection Commission has been consulted about the proposed project.

d. Proof of Consultation with the California Conservation Corps

For Category 2 implementation projects, provide proof that the Corps have been consulted about the proposed project. See Appendix E for guidance and requirements necessary to ensure compliance with this provision.

d-e. Information Required for Acquisition Projects

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

1. A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)
 2. Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
 3. Appraisal or Estimation of Fair Market Value
 4. Map showing lands that will be acquired, including parcel lines and numbers
- ~~• A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule~~
 - ~~• Copy of the Purchase Agreement or a Willing Seller Letter~~
 - ~~• Appraisal or Estimation of Fair Market Value~~
 - ~~• Preliminary Title Report~~
 - ~~• Letter stating that applicant will directly pay DGS for review of appraisal and associated materials~~
 - ~~• Map of plotted easements or fee title~~
 - ~~• Underlying documents to title exceptions, upon request~~
 - ~~• Analysis of mineral rights issues, if applicable~~

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

e-f. Maps, Photos, and Site Plans

Project Location Map

Provide a map identifying the project site. The map should provide sufficient detail to allow a person unfamiliar with the area to locate the project. Applicants are encouraged to provide a satellite image or aerial photograph as the background of the map, if available.

Parcel Map with County Assessor's Parcel Number(s)

For all acquisition projects (required), and as applicable for other projects, provide an Assessor's Parcel Map of the project area with the parcel(s) identified by parcel number.

Topographic Map

If applicable, submit a topographic map (preferred 1:24,000 scale) that is detailed enough to identify the project area and elements as described in the project description narrative.

Photos of the Project Site

If applicable, submit no more than 10 photos showing the area(s) to be restored, protected, or acquired. Photos should be appropriately captioned for greatest usefulness.

Site Plan

If applicable, provide a drawing or depiction indicating scale, project orientation (north-south), what work the grantee will accomplish, where the work will be done and the approximate square footage of any improvements that are part of the grant scope. The plan should also indicate access points to the site.

~~f.g. **Land Tenure Documents**~~

~~For all projects, agreements must be in place allowing the applicant to access property to construct and maintain the proposed project. If appropriate, define what, if any, agreements are in place, or plans (including a timeline) to acquire those agreements. Please be aware that a grant agreement will not be executed without proof of land tenure.~~

Comment [JL22]: Now required after grant agreement execution. Deleted and added language to Grant Provisions section.

~~g.h. **Leases or Agreements**~~

~~If appropriate, provide copies of all leases, agreements, memoranda of understanding, etc., not already addressed affecting project lands or the future operation and maintenance thereof.~~

~~h.i. **Regulatory Requirements/Permits**~~

~~Provide a list and descriptions of existing and additional required permits for the project. If not applicable, declare that permits are not applicable, and provide the reason(s) why. The applicant will be required to certify that it understands that it is its responsibility to comply with all federal, state and local laws that apply to the Project.~~

Comment [JL23]: Revised per Legal

~~At the time of application, the applicant must identify who it believes is the lead agency for the project and how it intends to comply with CEQA. If the Delta Conservancy will be the lead agency, the applicant should indicate whether the project is exempt and provide an explanation. If the project is not exempt, the Delta Conservancy will have to complete the necessary CEQA documentation. If another agency is the lead agency and has completed its CEQA process, the applicant shall provide documentation showing that the lead agency has found the project to be exempt or copies of all environmental documents and findings made by the lead agency. Applicants should ensure that all environmental documents are current enough to describe the current environmental conditions. If the lead agency has not completed its CEQA process at the time of application, the applicant shall indicate when it anticipates CEQA to be complete. The Conservancy cannot approve a Category 2 grant until the required CEQA documents have been completed and the necessary findings made~~

~~If NEPA is applicable to the proposed project, the applicant must complete the NEPA section of the CEQA/NEPA compliance form. Please check the box that describes the NEPA status of the project and complete the documentation component of the form. Applicants should also submit any permits, surveys, or reports that support the NEPA status including any~~

adopted and relevant NEPA environmental compliance documents, such as a Record of Decision/Draft and Final Environmental Impact Statement, Finding of No Significant Impact/Environmental Assessment, or a Decision Notice/Categorical Exclusion.

Regulatory Requirements/Permits: Provide a list and descriptions of existing and additional required permits for the project. If not applicable, declare that permits are not applicable, and provide the reason(s) why. At the time of application, the applicant must identify who it believes is the lead agency for the project and how it intends to comply with CEQA. If another agency is the lead agency, the applicant shall provide, at a minimum: (1) a filed Notice of Exemption, or (2) an initial study with a description of how the applicant will comply with CEQA. The Conservancy cannot approve a Category 2 grant until the required CEQA documents have been completed and the necessary findings made

If NEPA is applicable to the proposed project, the applicant must complete the NEPA section of the CEQA/NEPA compliance form. Please check the box that describes the NEPA status of the project and complete the documentation component of the form. Applicants should also submit any permits, surveys, or reports that support the NEPA status.

Attach copies of adopted Environmental Impact Reports (EIR)—Public Review Draft and Final versions—Negative Declarations or Mitigated Negative Declarations and Initial Studies, or Notices of Exemption, if a public agency has acted to provide CEQA compliance.

If applicable, attach copies of all adopted and relevant NEPA environmental compliance documents, such as a Record of Decision/Draft and Final Environmental Impact Statement, Finding of No Significant Impact/Environmental Assessment, or a Decision Notice/Categorical Exclusion. Applicants should ensure that all environmental documents are current enough to describe the current environmental conditions.

Appendices

Appendix A: Glossary of Terms

Adaptive Management - a framework and flexible decision making process for ongoing knowledge acquisition, monitoring, and evaluation leading to continuous improvements in management planning and implementation of a project to achieve specified objectives.

Application – The individual application form and its required attachments for grants pursuant to the Conservancy’s Ecosystem Restoration and Water Quality Grant Program.

Best Available Science - Science with the following elements: (a) well-stated objectives; (b) a clear conceptual or mathematical model; (c) a good experimental design with standardized methods for data collection; (d) statistical rigor and sound logic for analysis and interpretation; and (e) clear documentation of methods, results, and conclusions.

Best Industry Practices - A best practice is a method or technique that has consistently shown results superior to those achieved with other means, used as a benchmark or standardizes, the most efficient and effective way to accomplish a desired outcome. A best practice is used to describe the process of developing and following a standard way of doing things that multiple organizations can use.

CEQA – The California Environmental Quality Act as set forth in the Public Resources Code Section 21000 et seq. CEQA is a law establishing policies and procedures that require agencies to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental and historical resources that may occur as a result of a proposed project to be undertaken, funded, or approved by a local or state agency. For more information, refer to <http://resources.ca.gov/ceqa>. <http://ceres.ca.gov/ceqa>.

Conservancy – See Sacramento-San Joaquin Delta Conservancy.

Cost Share – The portion of the project borne by private, federal, or locals funds that will supplement the Conservancy’s Prop. 1 funding.

Eligible Costs – Approved expenses incurred by the grantee during the performance period of the grant agreement.

Encroachment Permits - An encroachment permit is a contract between a public agency and an encroachment permit holder, (permittee), that describes the terms and conditions under which the permit holder is granted permissive authority to enter onto a public right-of-way to perform an activity. An encroachment permit grants permission to the permittee or their agent (a contractor) to perform the within the public right-of-way, and assignment to another party is prohibited.

Grant – Funds made available to a grantee for eligible costs during an agreement performance period.

Grant Agreement – An agreement between the Conservancy and the grantee specifying the payment of funds by the Conservancy for the performance of the project scope within the specific performance period.

Impaired Waterbody – A waterbody listed on Federal Clean Water Act Sec. 303(d). A waterbody (i.e., stream reaches, lakes, waterbody segments) with chronic or recurring monitored violations of the applicable numeric and/or narrative water quality criteria.

Indirect Costs – Indirect costs include any expense which does not relate directly to project implementation. Indirect costs may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses).

In-kind Contributions – Non-monetary donations that are used on the project, including materials and services. These donations shall be eligible as “other sources of funds” when providing budgetary information on grant applications.

Lead Agency - [The public agency which has the principal responsibility for carrying out or approving a project under CEQA \(see <http://resources.ca.gov/ceqa/guidelines/art20.html>\).](http://resources.ca.gov/ceqa/guidelines/art20.html)

Monitoring Activities – The collection and analysis of observations or data repeated over time and in relation to a conservation or management objective.

Natural System Functions - Features of wetlands, waterways, riparian areas and other vegetation that enable them to function as a natural system. Good practices can help in restoring natural system functions such as reducing surface run-off; filter sediments, nutrients and chemicals; provide habitat for fish and animals, native plants and create suitable habitat for nesting sites on wetlands

Nonprofit Organization – A private, nonprofit organization that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code, and whose charitable purposes are consistent with those of the Conservancy as set forth in Public Resources Code Section 32320 et seq.

Outcomes – The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project’s outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project’s objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as ‘what have we achieved?’ and ‘how do we know?’

Outputs - Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes.

Performance Measure – A quantitative measure agreed upon by the Conservancy and grantee to track progress toward project objectives and desired outcomes.

Planning Activities – Initial project development work, including but not limited to permits, mapping, partner coordination, and planning exercises. Planning activities must have a direct link and provide a direct path to future on-the-ground activities.

Pollutant – As defined in Clean Water Act Sec. 502(6), a pollutant means dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.

Pollution – The man-made or man-induced alteration of the chemical, physical or radiological integrity of water.

Protection - Action taken, often by securing a conservation easement, to ensure that habitat or conservation values are maintained.

Public Agencies – Any city, county, district, or joint powers authority; state agency; public university; or federal agency.

Reasonable Costs – Costs that are consistent with what a reasonable person would pay in the same or similar circumstances.

Responsible Agency - Includes all public agencies other than the Lead Agency which have discretionary approval power over the project under CEQA (see <http://resources.ca.gov/ceqa/guidelines/art20.html>).

Restoration - Habitat is considered restored when actions have been taken that re-establish or substantially rehabilitate that habitat with the goal of returning natural or historic functions and characteristics.

Sacramento-San Joaquin Delta – The confluence of the Sacramento River and San Joaquin River basins, forming an inland delta.

Sacramento-San Joaquin Delta Conservancy - As defined in Public Resources Code Section 32320, the Conservancy acts as a primary state agency to implement ecosystem restoration in the Delta and support efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy's service area is the statutory Delta (see Water Code Section 12220) and Suisun Marsh.

Statutory Delta – As defined in Water Code Section 12220. The legal definition can be found at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=wat&group=12001-13000&file=12220>. A map of the statutory Delta can be found at <http://mavensnotebook.com/the-bdcp-road-map/environmental-impacts-of-alternative-4/bdcp-eir-ch-13-fig-13-1-statutory-delta/>.

Suisun Marsh – The largest contiguous brackish water marsh remaining on the west coast of North America and a critical part of the San Francisco Bay and Sacramento-San Joaquin River Delta estuary ecosystem. The Suisun Marsh Preservation Act—further defining the Marsh—can be found at http://www.bcdc.ca.gov/laws_plans/suisun_marsh_preservation_act.shtml.

Appendix B: Key State, Federal, and Local Plans and Tools

Links to potentially relevant resources are provided below under the primary authoring agency (in alphabetical order).

Bureau of Reclamation

Suisun Marsh Habitat Management, Preservation, and Restoration Plan. Bureau of Reclamation (2013): http://www.usbr.gov/mp/nepa/nepa_projdetails.cfm?Project_ID=781

California State Parks

Recreation Proposal for the Sacramento-San Joaquin Delta and Suisun Marsh. California State Parks (2011): http://www.parks.ca.gov/pages/795/files/delta%20rec%20proposal_08_02_11.pdf

California Water Quality Monitoring Council

California Wetlands Monitoring Workgroup: http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/

Wetland and Riparian Area Monitoring Plan (WRAMP): http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/index.html#frame

California Aquatic Resources Inventory: www.sfei.org/it/gis/cari

California Rapid Assessment Method: www.cramwetlands.org

EcoAtlas: www.ecoatlas.org

Central Valley Joint Venture

2006 Implementation Plan. Central Valley Joint Venture (2006): <http://www.centralvalleyjointventure.org/science>

Delta Stewardship Council

Delta Plan. Delta Stewardship Council (2013): <http://deltacouncil.ca.gov/delta-plan-0>

Delta Science Plan. <http://deltacouncil.ca.gov/sites/default/files/documents/files/Delta-Science-Plan-12-30-2013.pdf>.

Delta Stewardship Council Covered Actions: <http://deltacouncil.ca.gov/covered-actions>

Department of Water Resources

Department of Water Resources Agricultural Land Stewardship Strategies: <https://agriculturallandstewardship.water.ca.gov/>

Central Valley Flood Protection

Plan: http://www.water.ca.gov/floodsafe/fessro/docs/flood_tab_cvfpp.pdf

Delta Protection Commission

Land Use and Resource Management Plan. Delta Protection Commission: <http://www.delta.ca.gov/plan.htm>

Economic Sustainability Plan for the Sacramento-San Joaquin Delta. Delta Protection Commission (2012): http://www.delta.ca.gov/res/docs/ESP/ESP_P2_FINAL.pdf

National Oceanic and Atmospheric Administration

National Oceanic and Atmospheric Administration's Recovery

Plans: http://www.westcoast.fisheries.noaa.gov/protected_species/salmon_steelhead/recovery_planning_and_implementation/

Natural Resources Agency

Proposition 1: <http://bondaccountability.resources.ca.gov/p1.aspx>;
http://bondaccountability.resources.ca.gov/PDF/Prop1/PROPOSITION_1_text.pdf

California Water Action

Plan: http://resources.ca.gov/california_water_action_plan/Final_California_Water_Action_Plan.pdf

Sacramento-San Joaquin Delta Conservancy

Delta Conservancy's Enabling Legislation: <http://deltaconservancy.ca.gov/about-delta-conservancy>.

2012 Strategic Plan. Sacramento-San Joaquin Delta Conservancy

(2012): http://www.deltaconservancy.ca.gov/sites/default/files/docs/Delta_Conservancy_Strategic_Plan_Designed_20June2012.pdf

State Water Resources Control Board

Surface Water Ambient Monitoring Program:

http://www.waterboards.ca.gov/water_issues/programs/quality_assurance/comparability.shtml.

California Environmental Data Exchange Network: <http://www.ceden.org>

Yolo County

Yolo County Agricultural Economic Development Fund. Consero Solutions (2014): <http://www.yolocounty.org/home/showdocument?id=26874>

Appendix C: Concept Proposal Application Form and Budget Template

Concept Proposal Application Form

****Submit this document and the required attachments in PDF****

Applicant Information

Applicant Name (organization): _____

Type of Organization (circle one): Public Agency Nonprofit Public Utility
Native American Tribe Mutual Water Company

Address: _____

Contact Name: _____

Telephone: _____ Email: _____

Federal Tax ID#: _____

Project Information

Project Name: _____

Project Location _____

*****Please submit a map with the concept proposal*****

County: _____ City/Community: _____ Specific Location: _____

Grant Category (circle one): Category 1 Category 2

Funding Priority (circle all that apply): Restoration and Enhancement
Water Quality
Water-related Agricultural Sustainability

Proposed Start Date: _____ Estimated Completion Date: _____

Concept Proposal Budget Template

Comment [JL24]: Made consistent with full proposal and grant agreement!

Include costs for grant management and reporting, and performance measure tracking. All costs should be explained in the proposal.

Budget Category	Total Cost	
	Conservancy	Cost Share (Please note source, and indicate cash or in-kind)
Personnel*		
Travel General Operating Expenses^		
Supplies Subcontractors		
Equipment		
Contractual		
Other (describe)		
Indirect**		
Other		
TOTAL		

*Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

^ General Operating Expenses include travel, meetings, supplies, and other expenses.

** Indirect costs must be directly related to the project and the rate will be calculated up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., , insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

NOTE: Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

DRAFT

Appendix D: Performance Measures Table

The performance measures are used to track progress of individual projects towards the overall grant objectives of “multibenefit ecosystem and watershed protection and restoration.” Using the table below, applicants must develop environmentally relevant performance measures to which they will be held accountable if funding is awarded. Administrative tasks (such as completion of progress reports, invoices, or other financial or contractual tasks) will be tracked through a schedule of deliverables and regularly submitted reports, and should not be included in the table below. Performance will be tracked by submitting quarterly and annual reports, through field audits, and by regular communication with the Conservancy Project Manager.

The table should be used to link the project’s environmental objectives with outcomes and outputs. An objective may have more than one outcome or output associated with it. For the purposes of this grant program, objectives are specific actions that support the attainment of the project’s goal. Multi-faceted projects will require measurement of several parameters to evaluate overall project performance, including multiple objectives, outcomes, and/or outputs.

Project outcomes track ecological response to a project, and are defined as:

The benefits or long-term ecosystem and watershed changes that are sought from undertaking the project. They are achieved from the utilization of the project’s outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project’s objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as ‘what have we achieved?’ and ‘how do we know?’

Project outputs track project implementation, and are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 implementation projects, the outcomes and outputs should be linked to the tools and methods of measurement described in the Monitoring and Assessment Plan. The Monitoring and Assessment Plan will describe how the applicant will measure and verify a project’s outputs and outcomes. If a project is likely to be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

In the table below, describe project objectives, outcomes, and outputs that lead to environmental benefits. Note when outputs will be completed (this date should be within the three-year timeframe of a grant agreement). The examples provided below are intended to be illustrative and not prescriptive.

Performance Measures Table. Please fill out with the appropriate information for the project being proposed for funding. The information in the table is an example only.

Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs.?</i>	<i>Instructions: These Note completion dates should be within the 3-year duration of the grant agreement.</i>
Example 1. Category 1 Planning Project: Subsidence Reversal Wetlands				
1. Complete all environmental compliance and other planning to prepare for the construction of 500 acres of viable, durable, multi-benefit wetland habitat in the West Delta to benefit wetland-affiliate wildlife and to reverse subsidence in areas at high risk of levee failure.	<p>A. By 20XX, all planning and permits are in place, funding is secured, and the project is ready to break ground.</p> <p>B. By 20XX, construction of 500-ac wetland complex is is complete.</p> <p>C. By 20XX, the project is yielding habitat and flood protection benefits.</p>	<p>1.1 Evaluate baseline habitat conditions and document in a report.</p> <p>1.2 Completion of a wetland delineation report.</p> <p>1.3 Completion of 30% and 60% design drawings.</p> <p>1.4 CEQA documents complete.</p>	<p>1.1 Task 2</p> <p>1.2 Task 2</p> <p>1.3 Task 3</p> <p>1.4 Tasks 2, 3, 4</p>	<p>1.1 December 2017</p> <p>1.2 December 2017</p> <p>1.3 March 2018</p> <p>1.4 June 2019</p>
Example 2. Category 2 Implementation Project: Channel Margin Habitat Restoration				
1. Restore 1,000 linear feet of channel margin habitat along denuded channels in the Delta to improve habitat for migratory fish species.	<p>A. By 20XX, salmonids will use restored habitat at the project site for some portion of their life history more frequently than under baseline and reference conditions.</p> <p>B. By 20XX, fish on or adjacent to restoration the project sites will have higher food consumption, resulting in higher condition factor and growth rate relative to baseline and reference conditions.</p>	<p>1.1 1,000 linear feet of levee are setback and graded.</p> <p>1.2 1,000 linear feet of channel margin habitat is planted with mixed riparian and upland scrub species.</p> <p>1.3 Post-planting surveys indicate 85% survival of woody and non-woody vegetation.</p>	<p>1.1 Task 2</p> <p>1.2 Task 3</p> <p>1.3 Task 4</p>	<p>1.1 October 2018</p> <p>1.2 October 2019</p> <p>1.3 June 2020</p>
2. Establish 1,000 linear feet of vegetation on the channel-side of levees on Twitchell	A. By 20XX, 1,000 linear feet of vegetation has been established and provides a corridor of functional channel margin habitat.			

Island to enhance the habitat value of the levees.	B. By 20XX, abundance and diversity riparian species <u>at the project site</u> has increased X% over baseline.			
Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs. Which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs?</i>	<i>Instructions: Note completion dates within the 3-year duration of the grant agreement. These should be within the 3-year duration of the grant agreement.</i>
Example 3. Category 2 Implementation Project: Upland Conservation Easement Acquisition				
1. Protect 1,200 acres of upland habitat in perpetuity through the purchase of a conservation easement.	A. Conservation values of 1,200-acre property are maintained at or above baseline conditions as documented by annual easement monitoring.	1.1 Conservation easement is purchased for 1,200-acre ranch in Solano County. 1.2 Easement monitoring plan is established and on-going monitoring is funded through an endowment.	1.1 Tasks 2, 4, 5 1.2 Task 3	1.3 December 2019 1.4 December 2019

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Appendix E: California Conservation Corps Guidelines

California Conservation Corps and Certified Community Conservation Corps

Proposition 1 - Water Bond Guidelines – Chapter 6

Corps Consultation Process

June 2015

This process has been developed to ensure compliance with Division 26.7 of the Water Code, Chapter 6, Section 79734 that specifies the involvement of the CCC and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Section 79734 states “For restoration and ecosystem protection projects funded pursuant to this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps ***shall be used whenever feasible.***”

Applicants for funds to complete restoration and ecosystem protection projects ***shall*** consult with representatives of the California Conservation Corps (CCC) AND the California Association of Local Conservation Corps (CALCC), the entity representing the certified community conservation corps, to determine the feasibility of the Corps participation. Unless otherwise exempted (see notes below), applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. CCC and CALCC have developed the following consultation process for inclusion in Prop 1 – Chapter 6 project and/or grant program guidelines:

- Step 1: Prior to submittal of an application or project plan to the Funder, Applicant prepares the following information for submission to both the California Conservation Corps (CCC) and CALCC (who represents the certified community conservation corps):
- Project Title
 - Project Description (identifying key project activities and deliverables)
 - Project Map (showing project location)
 - Project Implementation estimated start and end dates

- Step 2: Applicant submits the forgoing information via email concurrently to the CCC and CALCC representatives:

California Conservation Corps representative:

Name: CCC Prop 1 Coordinator Email: Prop1@ccc.ca.gov
Phone: (916) 341-3100

California Association of Local Conservation Corps representative:

Name: Crystal Muhlenkamp Email:
inquiry@prop1communitycorps.org
Phone: 916-426-9170 ext. 0

- Step 3: Within five 5 business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

- (1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or

- (2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to five days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility early in the project development process.

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than five business days before a deadline.

Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document.

Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

NOTES:

1. The Corps already have determined that it is not feasible to use their services on restoration and ecosystem protection projects that solely involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document.
2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant’s future applications for Chapter 6 Funds.

**California Conservation Corps and Certified Community Conservation Corps
Proposition 1 - Water Bond
Corps Consultation Review Document
June 2015**

Unless an exempted project, this Corps Consultation Review Document must be completed by California Conservation Corps and Community Conservation Corps staff and accompany applications for projects or grants seeking funds through Proposition 1, Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds. Non-exempt applications that do not include this document demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant: _____ Project Title: _____

Department/Conservancy to which you are applying for funding: _____

To be completed by Applicant:

Is this application solely for planning or acquisition?

- Yes (application is exempt from the requirement to consult with the Corps)
- No (proceed to #2)

To be completed by Corps:

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)
- It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT **AND PROOF OF COMMUNICATION WITH CCC AND CALCC** AS PART OF THE PROJECT APPLICATION.

Appendix F: Land Acquisition Checklist

Comment [JL26]: Updated to reflect the information gathered by talking with SCC, SNC, WCB, CNRA, and TNC, and to integrate feedback of the EO and Legal

Checklist for Conservation Easement or Fee Title Proposals

I. Information Submitted with Application

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule
- Copy of Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
- Appraisal or Estimation of Fair Market Value
- Map showing lands that will be acquired, including parcel lines and numbers

II. Information Required Prior to Execution of Grant Agreement

- Grantee Board resolution for Grant Authority that certifies:
 - i. Signatory has authority
 - ii. Acceptance of grant
 - iii. Acceptance of property interest

III. Information Required as a Condition of the Grant Agreement

- Purchase and Sale or Option Agreement, if not provided at application stage
- Appraisal that has been reviewed and approved by the Department of General Services (DGS)
 - DGS APPRAISAL GUIDELINES
- Assessment of State Land Commission holdings, if applicable
- Preliminary Title Report
- Analysis of mineral rights issues, if applicable
- Environmental documentation/hazardous materials assessment
- Draft grant deed or conservation easement³
- Copies of any instruments that create a covenant, obligation, or restriction affecting the property to be acquired
- Stewardship plan:
 - i. Management Plan for fee title
 - ii. Easement Monitoring Plan for conservation easements
- Plan for signs

IV. Information Required Prior to Transfer of Funds into Escrow

- Disbursement request with an original signature of Grantee's authorized signatory and the following information/attachments:
 - i. Name and address of grantee
 - ii. Agreement number
 - iii. Dollar amount requested

³ Grant deed or conservation easement should, if possible, reflect as an attachment the grant agreement. If the County Recorder's Office will not allow the grant agreement to be recorded as an attachment, the grantee will file a Notice of Unrecorded Grant Agreement (NUGA).

iv. Statement of other funds that have been or will be deposited into escrow prior to or at the time of deposit of Conservancy's grant funds

v. Anticipated date of escrow close

vi. This checklist, indicating that all prerequisites for transfer of funds into escrow have been met

vii. Buyer's closing statement

viii. Baseline conditions report

ix. Original, certified copy of the fully-executed grant deed of conservation easement certified by the escrow offer holding the document

x. Escrow instructions:

1. Title company (or escrow holder) name, address, and telephone number

2. Escrow officer

3. Escrow account number

Payee Data Record (STD 204) for the title company (which completes and signs); must include address to send escrow payment

V. Information Required After Close of Escrow

Final title policy

Final recorded deeds, including Notice of Unrecorded Grant Agreement, if applicable

**Delta Conservancy Proposition 1 Grant Program
Checklist for Conservation Easement or Fee Title Proposals**

**Project
No:**

- - -

**Project
Name:**

- - -

I. Information Submitted with Application:

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule
- Copy of the Purchase Agreement or a Willing Seller Letter
- Appraisal or Estimation of Fair Market Value
- Preliminary Title Report
- Letter stating that applicant will directly pay DGS for review of appraisal and associated materials
- Map of plotted easements or fee title
- Underlying documents to title exceptions, upon request
- Analysis of mineral rights issues, if applicable

II. Staff Review and Evaluation:

- Staff will review and evaluate all submitted information and work with Legal Counsel to determine if these supporting documents are adequate and consistent with the requirements of the grant funds
- POLICIES GOVERNING GRANT AGREEMENT FOR CONSERVATION EASEMENT OR FEE TITLE*

III. Board Approval:

Staff recommendations for Board Approval include the following:

- A copy of the table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule
- A copy of the Purchase Agreement or a Willing Seller Letter
- A copy of the Appraisal or Estimation of Fair Market Value
- A copy of the Preliminary Title Report
- A copy of the map of plotted easements or fee title
- A copy of underlying documents to title exceptions, if requested
- A copy of the analysis of mineral rights issues, if applicable

IV. Before Execution of Agreement:

- Applicant submits the appraisal to the Conservancy for DGS review and approval
DGS APPRAISAL GUIDELINES
 - Staff reviews State Lands Commission holdings, if applicable
 - Applicant submits draft grant deed or conservation easement
 - Applicant provides any updates to PTR
 - Applicant's board provides a resolution for Grant Authority certifying that:
 - ▲ Signatory has authority
 - ▲ Acceptance of grant
 - ▲ Acceptance of property interest*SAMPLE RESOLUTION DOCUMENT*
 - Staff reviews mineral rights, if applicable
 - Applicant submits Phase 1 Environmental Site Assessment for review/approval by DC PL
 - Applicant submits stewardship plan
 - Applicant submits escrow instructions for review/approval by DC PL
 - Applicant submits an original, certified copy of the fully executed grant deed or conservation easement certified by the escrow officer holding the document
 - Applicant submits Disbursement Request with an original signature of Grantee's authorized signatory
SAMPLE DISBURSEMENT REQUEST DOCUMENT
 - Board approved the project (Date: _____)
 - Grant Agreement must be fully executed by Grantee & DC Executive Officer
- V. Conservation Easement Grant or Fee Title – Closing Escrow (Before final invoice is paid):**
DC PL must review/approve:
- Baseline report
MINIMUM REQUIREMENTS FOR BASELINE REPORTS
 - Monitoring protocol
MINIMUM REQUIREMENTS FOR MONITORING PROTOCOLS
- VI. CLOSING THE PROJECT**— After COE, applicant submit the following to DC PL (Before grant is closed):
- A copy of the recorded deed
 - A copy of the recorded NOUGA (original to follow via County Recorder)
 - A copy of the title insurance policy
 - Escrow closing statement

Appendix G: Acquisition Table

Please complete one form for each separate escrow

Project Title:					
<u>Assessor's Parcel Number(s)</u>	<u>Acreage</u>	<u>Indicate Fee or Easement</u>	<u>Willing Seller Name and Address</u>		
ACQUISITION COST ESTIMATE					
	<u>Total Costs</u>	<u>Delta Conservancy Grant</u>	<u>Other Funding Source (Name)</u>	<u>Other Funding Source (Name)</u>	<u>Other Funding Source (Name)</u>
A. Acquisition Cost (purchase price of real property)					
<u>Estimated Fair Market Value of property</u>					
B. Project Costs					
<u>Appraisal</u>					
<u>DGS approval of appraisal</u>					
<u>Preliminary Title Reports</u>					
<u>Due Diligence (Phase 1, surveys, etc.)</u>					
<u>Escrow Fees, Title Insurance, Closing Costs.</u>					
<u>Direct costs (staff and consultants)</u>					
<u>Other (specify)</u>					
Total A					
Total B <small>(For request to Conservancy, may not exceed 10% of Total A)</small>					
Indirect <small>(For request to Conservancy, may not exceed 20% of Total B)</small>					
Grand Total					
Acquisition Schedule			Completion Date		
<u>Complete appraisal</u>					
<u>Submit appraisal and purchase docs to Conservancy</u>					
<u>Open escrow & request advance into escrow</u>					
<u>Close escrow (submit final closing documents to Conservancy)</u>					

|

Appendix H: State Auditing Requirements

Comment [JL27]: Added for clarification of audit requirements

The list below details the documents or records that State Auditors may need to review in the event of a grant agreement being audited. Grant recipients should ensure that such records are maintained for each State funded project. For additional details including specific audit tasks performed during a bond audit, see the California Department of Finance Bond Accountability and Audits Guide and the Bond Audit Bulletins (www.dof.ca.gov/osae/prior_bond_audits/).

State Audit Document Requirements

Internal Controls:

1. Organization chart (e.g. Grant recipient's overall organization chart and organization chart for the State funded project).
2. Written internal procedures and flowcharts for the following:
 - a. Receipts and deposits
 - b. Disbursements
 - c. State reimbursement requests
 - d. State funding expenditure tracking
 - e. Guidelines, policies, and procedures on State funded project
3. Audit reports of the Grant recipient's internal control structure and financial statements within the last two years.
4. Prior audit reports on State funded projects.

State Funding:

1. Original grant agreement, any amendment(s) and budget modification documents.
2. A list of all bond-funded grants, loans or subventions received from the State.
3. A list of all other funding sources for each project.

Agreements:

1. All subcontractor and consultant contracts and related documents, if applicable.
2. Agreements between the grant recipient, member agencies, and project partners as related to the State funded project.

Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the grant agreement.
2. Documentation linking subcontractor invoices to State reimbursement requests and related grant agreement budget line items.
3. Reimbursement requests submitted to the State for the grant agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips or bank statements showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, or agents under the grant agreement.

Accounting Records:

1. Ledgers showing receipts and cash disbursement entries for State funding.

2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the grant agreement.

Indirect Costs:

1. Supporting documents showing the calculation of indirect costs.

Personnel:

2. List of all contractors and grant recipient staff that worked on the State funded project.
3. Payroll records including timesheets for contractor staff and the grant recipient's.

Project Files:

1. All supporting documentation maintained in the files.
2. All grant agreement related correspondence.



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

GRANT GUIDELINES

Fiscal Year 2016-17

PROPOSITION 1

**Delta Conservancy Ecosystem Restoration and Water
Quality Grant Program**

FUNDED BY THE

**Water Quality, Supply, and Infrastructure
Improvement Act of 2014**



Table of Contents

Contents

Introduction.....	4
A. Background.....	4
B. Purpose of Grant Guidelines	4
Eligibility Requirements.....	5
A. Grant Categories.....	5
B. Funding Available	5
C. Geographic Area of Focus.....	6
D. Eligible Projects	6
E. Ineligible Projects	7
F. Eligible Applicants.....	8
G. Eligible Costs.....	9
H. Ineligible Costs.....	9
General Program Requirements	10
A. Conflict of Interest.....	10
B. Confidentiality	10
C. California Conservation Corps	10
D. Labor Code Compliance.....	10
E. Environmental Compliance	11
F. Water Law	11
G. Signage and Recognition	12
H. Performance Measures	13
I. Reporting.....	14
J. Performance Monitoring and Assessment	14
K. Adaptive Management.....	16
L. Long-Term Management and Maintenance.....	17
M. Land Tenure.....	17

N. Land Acquisitions.....	17
O. Federal and Local Cost Share and State-Leveraged Funds	19
P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support	19
Q. Grant Provisions	20
Proposal Solicitation	20
A. Application, Review and Selection Process	20
B. Grant Cycle and Important Dates	22
C. Evaluation Criteria for Concept Proposal	22
D. Evaluation Criteria for Full Proposal	24
Application Process	27
A. Concept Proposal Instructions.....	27
B. Full Proposal Instructions	29
Appendices	32
Appendix A: Glossary of Terms	32
Appendix B: Key State, Federal, and Local Plans and Tools	36
Appendix C: Concept Proposal Application Form and Budget Template	38
Appendix D: Performance Measures Table	40
Appendix E: California Conservation Corps Guidelines	44
Appendix F: Land Acquisition Checklist	47
Appendix G: Acquisition Table	49
Appendix H: State Auditing Requirements.....	50

Introduction

A. Background

The Sacramento-San Joaquin Delta Conservancy (Conservancy) is a primary state agency in the implementation of ecosystem restoration in the Delta and supports efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy collaborates and cooperates with local communities and others parties to preserve, protect, and restore the natural resources, economy, and agriculture of the Sacramento-San Joaquin Delta and Suisun Marsh. The Conservancy's goals include a set of programs that implement complex economic and environmental objectives, resulting in a rich, diverse, resilient, and accessible Sacramento-San Joaquin Delta and Suisun Marsh.

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Prop. 1) was approved by voters in November 2014. Prop. 1 provides funding to implement the three objectives of the California Water Action Plan: more reliable water supplies, restoration of important species and habitat, and a more resilient and sustainably managed water infrastructure. The Conservancy's Ecosystem Restoration and Water Quality Grant Program is focused on the restoration of important species and habitat.

In Prop. 1, \$50 million is identified for the Conservancy "for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731)." Per Prop. 1 and the Conservancy's enabling legislation, emphasis will be placed on projects using public lands and private lands purchased with public funds and that "maximize voluntary landowner participation in projects that provide measureable and long-lasting habitat or species improvements in the Delta." To the extent feasible, projects need to promote state planning priorities and sustainable communities strategies consistent with Government Code 65080(b)(2)(B). Furthermore, all proposed projects must be consistent with statewide priorities as identified in Prop. 1, the California Water Action Plan, the Conservancy's enabling legislation, the Delta Plan, the Conservancy's Strategic Plan, as well as applicable recovery plans. Links to Prop. 1 and the other plans and documents can be found in Appendix B.

B. Purpose of Grant Guidelines

The Grant Guidelines (Guidelines) establish the process and criteria that the Conservancy will use to administer competitive grants for multibenefit ecosystem restoration and water quality projects. These Guidelines include the required information and documentation for Prop. 1 grants, and provide instructions for completing the required concept proposal and full proposal for the Conservancy's grant program. Prior to their initial adoption in 2015, the Guidelines were posted on the Conservancy's web site for 30 days and vetted via three public meetings (Sec. 79706(b)). This revised version of the Guidelines has also been posted on the Conservancy's web site for 30 days prior to approval, and was vetted at a public meeting.

Eligibility Requirements

A. Grant Categories

Deleted redundant information and organized for clarity.

The Conservancy will release funds for two grant categories, Category 1 planning projects and Category 2 implementation projects.

Category 1: Planning

Proposals are limited to pre-project activities necessary for a specific future on-the-ground project that meets the Conservancy Prop 1. Grant Program criteria. Please note that the awarding of a Category 1 grant for a project does not guarantee that a Category 2 grant will be awarded for the same project.

Examples of Category 1 activities include:

- Planning
- Permitting
- Studies (that will aid in a future on-the-ground project)
- Designs
- CEQA activities

Category 2: Implementation

Proposals include on-the-ground, implementation projects and land acquisition projects. Category 2 projects are subject to the State General Obligation Bond Law which requires that capital outlay projects be maintained for a minimum of 15 years (section 16727(a)).

Examples of Category 2 activities include:

- Habitat enhancement, restoration, and protection
- Pollution runoff reduction
- Working landscape enhancements
- Agricultural sustainability projects

B. Funding Available

In Prop. 1, \$50 million is identified for the Conservancy “for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731).” In the 2015-2016 grant cycle, the Conservancy awarded approximately six million dollars. The Conservancy will award up to \$10 million during the 2016-2017 grant cycle.

Grants will be awarded for Category 1 planning proposals and Category 2 implementation proposals to eligible entities subject to approval by the Conservancy pursuant to these Guidelines. Up to \$1,000,000 is available during each funding cycle for Category 1 proposals. Category 1 proposals may range from \$20,000 to \$200,000. A minimum of \$9,000,000 is available during each funding cycle for Category 2 proposals. Category 2 proposals may range from \$25,000 to \$3,000,000.

Category 1 planning proposals may use 100 percent of awarded funds for planning activities; however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle, the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

C. Geographic Area of Focus

The Conservancy will fund projects within or near the statutory Delta and Suisun Marsh. The statutory Delta and the Suisun Marsh are defined in Public Resources Code Section 85058.

The Conservancy may take or fund an action outside the Delta and Suisun Marsh if the Board makes all of the following findings (Sacramento-San Joaquin Delta Reform Act of 2009, Sec. 32360.5):

- The project implements the ecosystem goals of the Delta Plan.
- The project is consistent with the requirements of any applicable state and federal permits.
- The Conservancy has given notice to and reviewed any comments received from affected local jurisdictions and the Delta Protection Commission.
- The Conservancy has given notice to and reviewed any comments received from any state conservancy where the project is located.
- The project will provide significant benefits to the Delta.

D. Eligible Projects

Added examples of water quality projects.

Prop. 1 identifies projects to protect and restore California rivers, lakes, streams, and watersheds that can be funded with Prop. 1 funding (Sec. 79732 *et seq*). The Conservancy's highest priority projects will address the following:

- **Restoration and Enhancement.** Examples include:
 - Channel margin enhancement projects and riparian habitat restoration or enhancement projects.
 - Watershed adaptation projects to reduce the impacts of climate change on California's communities and ecosystems.
 - Restoration and protection projects of aquatic, wetland, and migratory bird ecosystems, including fish and wildlife corridors.
 - Fish passage barrier removal projects.

- Endangered, threatened, or migratory species recovery projects that improve watershed health, inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.
- Projects that enhance habitat values on working lands.
- Projects that recover anadromous fish populations and their habitats.
- **Water Quality.** Examples include:
 - Polluted runoff reduction projects that restore impaired waterbodies, prevent pollution, improve water management, and increase water conservation.
 - Pollution reduction projects that focus on the contamination of rivers, lakes, or streams, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
 - Projects that implement management activities that lead to reduction and/or prevention of pollutants that threaten or impair surface and ground waters.
 - Projects that reduce contaminant runoff into waterbodies.
 - Projects that address invasive, exotic species resulting in enhancement of water quality.
 - Projects that restore, enhance or protect sensitive watershed lands through easement/fee title, acquisitions or other means to avoid or reduce water quality impacts from encroaching land uses.
 - Projects that augment stormwater retention and increase dry season flow.
- **Water-related Agricultural Sustainability.** Examples include:
 - Agricultural analysis and investment strategy projects that will lead to on-the-ground changes.
 - Projects that support agricultural sustainability in areas where agriculture is impacted by restoration or other water-related projects.
 - Projects that protect and increase the economic benefits arising from healthy watersheds.
 - Agricultural conservation that will result in pollution runoff reduction.

This list is offered as guidance for potential applicants and is not exhaustive nor a guarantee of individual project eligibility or funding. Eligibility and funding determinations will be made on a project-by-project basis during the application review process. Projects must comply with all legal requirements, including the State General Obligation Bond Law in order to be deemed eligible. The State General Obligation Bond Law limits the use of bond funds to the construction, acquisition, and long term improvement of capital assets that have an expected useful life of at least fifteen years.

NOTE: Any grantee acquiring land with Prop. 1 may use the Natural Heritage Preservation Tax Credit Act of 2000 (Division 28 (commencing with Section 37000) of the Public Resources Code) (Section 79711[h]).

E. Ineligible Projects

Examples of ineligible projects and costs include:

- Any Category 2 implementation project that will not result in the construction, acquisition, or long term enhancement of a capital asset.
- Category 1 Planning projects that do not relate to an eligible implementation project.
- Construction equipment purchased solely for purposes of implementing a single project.
- Projects dictated by a legal settlement or mandated to address a violation of, or an order (citation) to comply with, a law or regulation.
- Education, outreach, or event related projects, although these types of activities may be included as part of the overall implementation of a project eligible for Conservancy grant funds.
- Projects that subsidize or decrease the mitigation obligations of any party.
- Projects to design, construct, operate, mitigate, or maintain Delta conveyance facilities.
- Projects that do not comply with all legal requirements of Prop. 1 and other applicable laws.

NOTE: Funds will only be used for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.

F. Eligible Applicants

Eligible grant applicants include California public agencies, nonprofit organizations, public utilities, federally recognized Tribes, state Tribes listed on the Native American Heritage Commission’s California Tribal Consultation List, and mutual water companies that will have an eligible proposal or project that provides a public benefit in the Delta (Public Resources Code Section 75004) and that will satisfy all the grant requirements. Specifically, eligible applicants are:

- California public agencies (any city, county, district, or joint powers authority; state agency; public university; or federal agency). To be eligible, public utilities that are regulated by the Public Utilities Commission must have a clear and definite public purpose and shall benefit the customers and not the investors.
- Qualifying 501(c)(3) nonprofit organizations. “Nonprofit Organization” means an organization that is qualified to do business in California and qualified under Section 501(c)(3) of Title 26 of the United States Code.
- Eligible tribal organizations (includes any Indian Tribe, band, nation, or other organized group or community, or a tribal agency authorized by a tribe, which is listed on the National Heritage Commission’s California Tribal List or is federally recognized).
- Mutual water companies, including local and regional companies. Additionally, in order to be eligible:
 - Mutual water companies must have a clear and definite public purpose and shall benefit the customers of the water system and not the investors.
 - An urban water supplier shall adopt and submit an urban water management plan in accordance with the Urban Water Management Planning Act.
 - An agricultural water supplier shall adopt and submit an agricultural water management plan in accordance with the Agricultural Water Management Planning Act.

- An agricultural water supplier or an urban water supplier is ineligible for funding unless it complies with the requirements of Part 2.55 of their respective water management planning acts.

NOTE: As a general rule, organizations or individuals performing non-grant related work for the Conservancy under contract are ineligible to apply for a grant from the Conservancy during the life of the contract. This policy applies to organizations that:

- Contract directly with the Conservancy.
- Are providing services as a subcontractor to an individual or organization contracting directly with the Conservancy.
- Employ an individual, on an ongoing basis, who is performing work for the Conservancy under a contract whether as a contractor or as a subcontractor.

If you have a contract with the Conservancy and are contemplating applying for a grant, please consult with Conservancy staff to determine eligibility. For more information, refer to the Conflict of Interest section.

G. Eligible Costs

Specified that indirect rate does not apply to subcontractor and equipment line items.

Direct costs for work performed within the terms, including scope of and budget, of the grant agreement will be eligible for reimbursement. Costs related to project-specific performance measures and reporting are required to be addressed in the project budget. Eligible expenses incurred upon the start date listed in the grant agreement and prior to the project completion date may be directly reimbursed.

Indirect costs must be directly related to the project and the rate will be calculated up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

H. Ineligible Costs

Grant funding may not be used to establish or increase a legal defense fund or endowment, make a monetary donation to other organizations, pay for food or refreshments, pay for tours, or for eminent domain processes. No part of the Conservancy's grant funding may be used to subsidize or decrease the mitigation obligations of any party. For Category 2 projects, CEQA/NEPA completion is required prior to grant award so these costs are ineligible for the

Category 2 proposal.

If ineligible costs are included in the project budget, it could result in the project being deemed ineligible. In some cases, the project may be approved for funding with the total amount of the award reduced by the amount of the ineligible costs. In that event, the Conservancy will contact the applicant to confirm that the project is still viable. Applicants should avoid including ineligible costs in the application and should contact Conservancy staff with questions.

General Program Requirements

A. Conflict of Interest

All applicants and individuals who participate in the review of submitted proposals are subject to state and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for a specific solicitation or who will participate in any part of the grant development and negotiation process on behalf of the public is ineligible to receive funds or personally benefit from funds awarded through that solicitation. Employees of state and federal agencies may participate in the review process as scientific/technical reviewers but are subject to the same state and federal conflict of interest laws.

Failure to comply with the conflict of interest laws, including business and financial disclosure provisions, will result in the proposal being rejected and any subsequent grant agreement being declared void. Other legal actions may also be taken. Applicable statutes include, but are not limited to, California Government Code Section 1090 and Public Contract Code Sections 10365.5, 10410 and 10411.

B. Confidentiality

Once a proposal has been submitted to the Conservancy, any privacy rights, as well as other confidentiality protections afforded by law with respect to the application package, will be waived. Unsealed proposals are public records under the California Government Code Sections 6250-6276.48, and will be provided to the public upon request.

C. California Conservation Corps

For Category 2 implementation projects, applicants shall consult with representatives of the California Conservation Corps (CCC) and CALCC (the entity representing the certified community conservation corps) (collectively, “the Corps”) to determine the feasibility of using their services as defined in section 14507.5 of the Public Resources Code to implement projects (CWC §79734). See Appendix E for guidance and requirements necessary to ensure compliance with this provision. Applicants that fail to engage in consultation with the CCC and a certified local conservation corps will not be eligible to receive the Conservancy’s Proposition 1 funding.

D. Labor Code Compliance

Grants awarded through the Conservancy’s Ecosystem Restoration and Water Quality Grant Program may be subject to prevailing wage provisions of Part 7 of Division 2 of the California

Labor Code (CLC), commencing with Section 1720. Typically, the types of projects that are subject to the prevailing wage requirements are public works projects. Existing law defines "public works" as, among other things, construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds. Assembly Bill 2690 (Hancock, Chapter 330, Statutes of 2004) amended California Labor Code (CLC) Section 1720.4 to exclude most work performed by volunteers from the prevailing wage requirements until January 1, 2017.

The grantee shall pay prevailing wage to all persons employed in the performance of any part of the project if required by law to do so. Any questions of interpretation regarding the CLC should be directed to the Director of the Department of Industrial Relations (DIR), the state department having jurisdiction in these matters. For more details, please refer to the DIR website at <http://www.dir.ca.gov>.

E. Environmental Compliance

Explained Conservancy's role under CEQA.

Activities funded under this grant program must be in compliance with applicable state and federal laws and regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Delta Plan, and other environmental permitting requirements. The applicant is solely responsible for project compliance. For most projects, the Conservancy will serve as a responsible agency, unless there is no other public agency responsible for carrying out or approving the project for which the applicant seeks funding, in which case the Conservancy will serve as the lead agency.

Proposals may include in their budgets the funding necessary for compliance related tasks, however awards for Category 2 projects cannot be finally approved until the required CEQA documents have been completed and the necessary findings made. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA). A Category 1 grant may be made in order for an applicant to complete the CEQA process in advance of a potential Category 2 application. Approval of a Category 1 grant, however, is not a guarantee of final project approval and the Conservancy retains full discretion to approve or reject an associated Category 2 application.

For grant proposals that include an action that is likely to be deemed a covered action, pursuant to California Water Code (CWC) Section 85057.5, the applicant is responsible for ensuring consistency with the Delta Plan. In such instances, the proposal shall include a description of the approach through which consistency will be achieved, and may include in their budgets the funding necessary to complete related tasks.

F. Water Law

Language updated to reflect the decision made at the 7/27 Board meeting and upon recommendation of Legal.

Funded grants that address stream flows and water use shall comply with the CWC, as well as any applicable state or federal laws or regulations. Any proposal that would require a change to water rights, including, but not limited to, bypass flows, point of diversion, location of use, purpose of use, or off-stream storage shall demonstrate in their grant proposal an

understanding of the State Water Resources Control Board (SWRCB) processes, timelines, and costs necessary for project approvals by SWRCB and the ability to meet those timelines within the term of a grant. In addition, any proposal that involves modification of water rights for an adjudicated stream shall identify the required legal process for the change as well as associated legal costs. Projects that propose to acquire a permanent dedication of water must be in accordance with Section 1707 of the CWC; specifically, the acquisition must be specified by the SWRCB that the water proposed for acquisition is in addition to the water that is required for regulatory requirement (section 79709(a)). Applicants may apply for funding from the Conservancy to complete this process, but approval from the Water Board must be received prior to the dispersal of funds for any other project tasks. Prior to its completion, any water right acquisition must be supported by a water rights appraisal approved by the Department of General Services Real Property Services Section.

It is the responsibility of the applicant to comply with State Water Resources Control Board's regulations regarding the diversion and use of water, including insuring that the applicant has adequate water rights to complete the project and that the project will not reduce or otherwise affect the rights of other water rights holder (section 79711(d)). For Category 2 implementation projects that require water application (e.g., restoration, working lands enhancements, etc.), applicants will be asked to submit a statement or application number for the water right they propose to use, as well as a short, narrative statement demonstrating that the project's water use has been considered, is reasonable, and that there is sufficient water to implement and maintain the project without causing adverse impacts to downstream users or surrounding landowners. Conservancy staff will provide the office of the Delta Watermaster with the statement or application numbers for all of the projects that propose to use water. The Delta Watermaster will review the water rights affiliated with the proposed projects and will provide an informal opinion as to whether or not these water rights appear to be subject to challenge. Staff will consider the Watermaster's input and any issues flagged during internal review when recommending a project for funding.

If the applicant is not the water right holder and the landowner is the water rights holder, the applicant will be asked to submit, as a condition of the grant agreement, a landowner access agreement with that includes a clause that specifically grants the applicant the right to use water for the purposes of implementing the proposed project (see Land Tenure section of this document for more information about the landowner access agreement: page 3, paragraph 4 of the template includes the water rights cause referenced here). If neither the applicant nor the landowner is the water right holder, the applicant will be asked to submit a written statement from the water right holder that verifies that the water rights holder has the right to deliver water to the property on which the proposed project will be implemented, and that the water rights holder recognizes its obligation to provide water to that property for the purposes of implementing the proposed project. The Conservancy may at any time request that an applicant or grantee provide additional proof that it has a legal right to divert water and sufficient documentation regarding actual water availability and use.

G. Signage and Recognition

Updated with language in the Grant Agreement and upon recommendation of Legal.

To the extent practicable, grantees shall inform the public that the project received funds through the Delta Conservancy and from the Water Quality, Supply, and Infrastructure

Improvement Act of 2014 (CWC §79707[g]). Grantees shall recognize the Conservancy on signs, websites, press or promotional materials, advertisements, publications, or exhibits that they prepare or approve and that reference funding of a project. For Category 2 projects, grantees shall post signs at the project site acknowledging the source of the funds. Size, location and number of signs shall be determined by the Conservancy. Required signage must be in place prior to final distribution of grant funds.

H. Performance Measures

Performance measures must be designed so the Conservancy can ensure that projects meet their intended objectives, achieve measurable outcomes, and provide value to the State of California. The Conservancy requires that all grant funded projects monitor and report project performance with respect to the stated ecosystem and/or watershed goals and objectives identified in the grant proposal. For the purposes of this grant program, goals are broad statements of purpose and intention; objectives are specific actions that support the attainment of the associated goal.

Applicants are required to prepare and submit a Performance Measures Table, specific to their proposed project, as part of the full proposal. Appendix D includes a sample Performance Measures Table. The goals of the Performance Measures Table are to:

- Provide a framework for assessment and evaluation of project performance.
- Identify measures that can be used to monitor progress towards achieving project goals and desired outcomes.
- Provide a tool for grantees and grant managers to monitor and measure project progress and guide final project performance reporting that will fulfill the grant agreement requirements.
- Provide information to help improve current and future projects.
- Quantify the value of public expenditures to achieve environmental results.

The Performance Measures Table requires applicants to align their project objectives with measurable outcomes and outputs. For the purposes of this grant program, project outcomes are defined as:

The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project's outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project's objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as 'what have we achieved?' and 'how do we know?'

Project outputs are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 projects, the Monitoring and Assessment Plan, described in the following section, will explain how the applicant will measure environmental performance. Many projects include multiple activities that will require measurement of several parameters to evaluate overall

project performance. Successful applicants must be prepared to demonstrate the success of the project through the development and measurement of the appropriate metrics. These metrics may include acres of habitat restored; measurement-based estimates of pollution load reductions; feet of stream channel stabilized or restored; improved water supply reliability and flexibility; or other quantitative measures or indicators. These and other measures or indicators should be selected to fit the performance evaluation needs of the project. If a project is likely to be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

I. Reporting

All projects will be required to provide periodic progress reports during implementation of the project and a final report prior to project completion. Specific reporting requirements will be included in the grant agreement. Among other requirements, all such reports will include an evaluation of project performance that links to the project's performance measures. The final report will include, among other things, a discussion of findings, conclusions, or recommendations for follow-up, ongoing, or future activities.

J. Performance Monitoring and Assessment

Language rearranged or added for clarity, deleted where redundant.

All Category 2 implementation grant proposals must include a monitoring and assessment plan that explains how the ecosystem and/or watershed benefits of the project will be measured and reported. The monitoring and assessment plan will vary depending on the scope and nature of the project. A key attribute will be the inclusion of project-specific performance measures that will be used to assess progress toward achieving the project's stated objectives.

The monitoring plan should include the following elements:

- What will be monitored and linkages to Performance Measures Table (Appendix D);
- Monitoring objectives;
- Clearly stated assessment questions;
- The specific metrics that will be measured and the methods / protocol(s) that will be used;
- Linkages to relevant conceptual model(s);
- The timeframe and frequency of monitoring (including pre- and post-project monitoring, and opportunities to extend beyond the life of the grant);
- The spatial scope of the monitoring effort;
- Quality assurance/quality control procedures;
- Compliance with all permit requirements for monitoring activities (Scientific Collecting Permits, incidental take permits for listed species, etc.);
- Description of relationships to existing monitoring efforts; and
- How the resulting data will be analyzed, interpreted and reported.

Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan's adaptive management framework.

Data Collection and Management

Each proposal must describe how data and other information generated by the project will be collected, handled, stored, and shared. Monitoring and assessment plans should incorporate standardized approaches, where applicable, into their monitoring plans and evaluate opportunities to coordinate with existing monitoring efforts or produce information that can readily be integrated into such efforts. Applicants are required to upload all relevant information to EcoAtlas. Links to these items are listed in Appendix B: Key State, Federal, and Regional Plans. Environmental data and information collected under these grant programs must be made visible, accessible, and independently understandable to general users in a timely manner, except where limited by law, regulation, policy, or security requirements. Unless otherwise stipulated, all data collected and created is a required deliverable and will become the property of the Conservancy.

Types of standardized methods and related data portals include:

- Water quality, toxicity, and bioassessment data: SWAMP for data collection, CEDEN for data reporting
- Coastal salmonids: California Coastal Monitoring Program for both methods and reporting
- Wetland and riparian restoration: WRAMP framework for data collection, EcoAtlas for data reporting

Additional specifications of relevance to water quality and wetland and riparian restoration data are described below.

Surface Water Monitoring Data

If applicable, applicants should incorporate standardized approaches for data collection. If the project includes water quality, toxicity, and/or bioassessment monitoring data collection, it shall be collected using standardized approaches such as SWAMP and reported to the California Environmental Data Exchange Network [CEDEN] for surface water data (CWC §79704). The grantee shall be responsible for uploading the data and providing a receipt of successful data submission, generated by CEDEN, to the grant manager prior to submitting a final invoice. Guidance for submitting data, including minimum data elements, data formats, and contact information for the Regional Data Centers, is available on the CEDEN website. For more information, please see the CEDEN website (Appendix B).

Wetland and Riparian Restoration Data

Wetland and riparian restoration projects shall collect and report project and monitoring data in a manner that is compatible and consistent with the Wetland and Riparian Area Monitoring Program (WRAMP) framework and tools administered by the California Wetlands Monitoring Workgroup (CWMW) of the Water Quality Monitoring Council. The framework can be used to decide on the kinds of data to collect based on how they will be used. The tools include the California Aquatic Resource Inventory for classifying the distribution and abundance of wetlands throughout the state, rapid assessment tools, such as the California Rapid Assessment Method, for assessing the overall condition of wetlands, and EcoAtlas for tracking project information and aggregating and visualizing data from multiple sources. For more information, please see the *California Wetlands Monitoring Workgroup* website (Appendix B). Monitoring data shall be

uploaded to statewide data systems, as applicable, in a manner that is compatible and consistent with the WRAMP framework.

Wetland and riparian restoration project data shall be uploaded to EcoAtlas. For the purpose of this requirement, examples of project data include project proponent, project name, location (e.g., latitude/longitude, project boundary), pertinent dates (e.g., site construction), activity type (e.g., restoration), and habitat type and amount. For additional information, refer to the “Project Tracker” online tool on the EcoAtlas website.

K. Adaptive Management

Section newly added to clarify expectation of applicants.

Adaptive management is the framework for taking actions to achieve desired outcomes through an iterative learning process that advances scientific understanding and helps adjust operations. Adaptive management acknowledges uncertainty, and it promotes flexible decision making that can be adjusted in the face of uncertainties as outcomes from management actions and other events, such as climate change, become better understood. Successful adaptive management includes involving stakeholders early in the process, and is not a “trial and error” approach but rather a means to more effective decision-making and enhanced benefits. Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan’s adaptive management framework, found here:

http://deltacouncil.ca.gov/sites/default/files/documents/files/AppA_Adaptive%20Management_Nov2012.pdf.

Applicant submitting full proposals for Category 2 implementation projects will be required to describe their adaptive management plan. An adaptive management plan creates a mechanism for testing uncertainties and assumptions about a project’s outcomes by using monitoring data, and then adjusting long term management to reflect lessons learned. Applicants must describe how the project will incorporate information provided in the performance measures table, monitoring and assessment plan and the long-term management and maintenance plan into an adaptive management plan, and how this adaptive management plan will persist beyond the award period. The adaptive management plan should describe how uncertainty will be accommodated and how challenges will be responded to. A complete adaptive management plan will include the steps found in the Plan-Do-Evaluate and Respond framework set forth in the Delta Plan.

A complete adaptive management plan should include the following steps:

- What is the defined/redefined problem?
- What are the established goals and objectives?
- What mathematical or conceptual models are being used to link goals and objectives to proposed actions?
- How are actions selected and what performance measures are put in place?
- How will selected actions be designed and implemented?

- How will designed and implemented actions be monitored?
- How will results of the selected actions be analyzed, synthesized, and evaluated?
- How will results be communicated, and to whom?
- What steps are needed to adapt to challenges, redefine the problem(s), and to move forward with the project?

L. Long-Term Management and Maintenance

Section newly added to clarify expectation of applicants.

The goal of long-term management and maintenance is to foster the long-term success of the project and long-term viability of the site's natural resources. Applicants submitting full proposals for Category 2 implementation projects must describe future management and maintenance activities beyond the award period, and how the project will deliver sustainable outcomes in the long-term through appropriate stewardship. Applicants will be asked to explain their long-term management and maintenance plan for the project, including who will manage the project, how the project will be maintained, how management and maintenance will be funded, and how long term management will be integrated into the project's adaptive management plan. A long term management and maintenance plan should document how the site will be managed for at least 15 years. Properties restored, enhanced, or protected, and facilities constructed or enhanced with funds provided by the Conservancy shall be operated, used, and maintained consistent with the purposes of the grant.

M. Land Tenure

Section newly added to clarify expectation of applicants, and to reflect Board decision made at 7/27 meeting.

Category 2 projects must submit documentation showing that they have adequate tenure to, and site control of, the properties to be improved or restored, including adequate control for maintenance of the project for a minimum of 15 years. If the applicant does not own the land on which the project will be implemented, a landowner access agreement will be required as a condition of the grant agreement and must be executed and recorded before funds are disbursed. Grantees may assign without novation the responsibility to implement, monitor, and maintain a project. A sample landowner access agreement template can be found on the Conservancy's website. Grantees opting not to use the template must submit an alternate agreement that conforms to the terms of the template.

N. Land Acquisitions

Updated to reflect the information gathered by talking with SCC, SNC, WCB, CNRA, and TNC, and to integrate feedback of the EO and Legal.

The Conservancy may recommend awards up to \$3,000,000 for a land acquisition project. Acquisition costs may include personnel time, appraisal and appraisal review, due diligence costs, closing costs, and the purchase of real property. In total, appraisal and appraisal review, personnel time, due diligence costs, and closing costs may not exceed ten percent of the land acquisition cost that is being requested from the Delta Conservancy. Note that the land

acquisition cost may not be factored into the indirect cost calculation. Funding will be dispersed quarterly in arrears for all costs save for the acquisition of property, for which funds will be transferred into escrow once all requirements have been met. The Conservancy will not directly pay the Department of General Services (DGS) to review and approve the required appraisal; the grantee must pay DGS directly for this expense and seek reimbursement from the Conservancy.

Acquisition projects must adhere to the following requirements:

- Property must be acquired from a willing seller and in compliance with current laws governing acquisition of real property by public agencies¹ in an amount not to exceed Fair Market Value, as approved by the State.
- If a signed purchase and sale or option agreement is unavailable to be submitted with the application, a Willing Seller Letter is required from each landowner indicating they are a willing participant in the proposed real estate transaction. The letter should clearly identify the parcels to be purchased and state that “if grant funds are awarded, the seller is willing to enter into negotiations for sale of the property at a purchase price not to exceed fair market value.”
- Once funds are awarded and an agreement is signed with the Conservancy, another property cannot be substituted for the property specified in the application. Therefore it is imperative that the applicant demonstrate that the seller is negotiating in good faith, and that discussions have proceeded to a point of confidence.
- DGS must review and approve all appraisals of real property.

Proposals for acquisition of real property must address the following, as required by section 32364.5 (b) of the Conservancy’s enabling legislation:

1. The intended use of the property.
2. The manner in which the land will be managed.
3. How the cost of ongoing operations, maintenance, and management will be provided, including an analysis of the maintaining entity’s financial capacity to support those ongoing costs.
4. Grantees shall demonstrate, where applicable, how they will provide payments in lieu of taxes, assessments, or charges otherwise due to local government.

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)
- Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
- Appraisal or Estimation of Fair Market Value
- Map showing lands that will be acquired, including parcel lines and numbers

¹ Government Code, Chapter 16, Section 7260 et seq.

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

O. Federal and Local Cost Share and State-Leveraged Funds

Moved from later in the document, but has not been changed at all.

The Conservancy will provide points to proposals with a federal, local, or private cost share component (other state funds may not count toward the cost share). Cost sharing is the portion of the project not borne by the Conservancy's grant monies. Cost sharing encourages collaboration and cooperation. Applicants are encouraged to develop a cost share program to support their project. Only cost share commitments made explicitly for the project may count toward the cost percentage for grant proposal and ranking purposes. Applicants stating that they have a cost share component must have commitment letters from cost share partners at the time the full proposal is submitted and include letters of commitment as part of the proposal requirements.

At both the concept and full proposal stages, for every 10 percent of cost share, a project will score one point, to a maximum of five points. Up to 50 percent of a cost share may be in-kind. For example, if the cost share is \$50,000, \$25,000 of that may be from in-kind sources. All in-kind cost share must be matched with cash at a one-to-one ratio. For projects without any cash match, in-kind cost share will not be calculated into the project's cost share score. Cost share will be calculated by dividing the total eligible cost share (only that from federal, local, or private sources, with all in-kind matched one-to-one with cash) by the total dollar amount requested from the Conservancy.

The Conservancy will also provide points (see evaluation criteria) for proposals that leverage state funds for multi-benefit projects. These projects must support multiple objectives as identified in various planning documents (see Appendix B). State funds may not count toward the cost share. Applicants stating that they are leveraging other state funds must have commitment letters from leverage partners at the time of the full proposal.

P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support

Moved from later in the document, but has not been changed at all.

In compliance with the Conservancy's governing statute (Public Resources Code Section 32363) and Prop. 1, local government agencies—such as counties, cities, and local districts—will be notified by the Conservancy about eligible grant projects being considered for funding in their area. The Conservancy shall coordinate and consult with the city or county in which a grant is proposed to be implemented or an interest in real property is proposed to be acquired, and with the Delta Protection Commission. The Conservancy will also coordinate with the appropriate departments in state government that are doing work in the Sacramento-San Joaquin Delta, including the Central Valley Flood Protection Board. For all applications under consideration, Conservancy staff will also notify the applicable public water agency, levee, flood control, or drainage agency (when appropriate), and request comments within 15 business days following notification. The individual Conservancy Board members representing each of the five Delta

counties will also be notified at this time and may wish to communicate with the affected entities as well.

The Conservancy will work with the grantee to make all reasonable efforts to address concerns raised by local governments. Please note that it is also the applicant's responsibility to contact, seek support from, and coordinate with applicable state agencies, cities, counties, and local districts. If an applicant has a project-specific resolution of support from the affected city or county and local district, it should be included in the application package in order to facilitate the overall assessment process.

Q. Grant Provisions

Updated to reflect Board decision at 7/27 meeting.

For each awarded grant, the Conservancy will develop an individual grant agreement with detailed provisions and requirements specific to that project. Please be aware that if you are authorized to receive a grant from the Conservancy, the provisions listed below will apply:

- Actual awards are conditional upon funds being available from the State.
- Grant eligible costs may be incurred by the grantee only after the grantee has entered into a fully executed agreement with the Conservancy; only these costs will be eligible for reimbursement.
- For all Category 2 implementation projects, adequate proof of land tenure allowing the grantee to access property to construct and maintain the proposed project must be in place prior to the dispersal of funds.
- Grant eligible costs will only be paid in arrears on a reimbursement basis, require supporting documentation upon request, and may be subject to audit (see Appendix H).
- Grantees will not be paid if any of the following conditions occur:
 - the applicant has been non-responsive or does not meet the conditions outlined in the grant proposal and grant agreement;
 - the project has received alternative funding from other sources that duplicates the portion or work or costs funded by a Conservancy grant;
 - the project description has changed and is no longer eligible for funding; or
 - the applicant requests to end the project.

Proposal Solicitation

A. Application, Review and Selection Process

Combined two redundant sections.

The Delta Conservancy runs a two-part proposal solicitation process. Concept proposals are invited from any eligible applicant. Concept proposals are scored by Conservancy staff, and those only those projects that meet or exceed the minimum point threshold at the concept proposal stage are invited to submit full proposals.

The following steps will be followed during a grant cycle:

Concept Proposal

- The Conservancy will hold a proposal submission workshop. Questions received at the proposal submission workshop, or subsequently over the phone or via email, and staff's response will be posted on the Conservancy's Prop. 1 Grant Program web page to assist others with similar questions.
- If potential applicants have questions that are not answered on the Conservancy's Grant Program web page or via the proposal submission workshop, potential applicants are encouraged to contact Conservancy grant staff before submitting a proposal. Once a proposal has been submitted, Conservancy staff will only be able to provide status updates.
- Potential applicants will submit a concept proposal. Only proposals submitted prior to the submission deadline will be considered.
- The concept proposals will be reviewed for administrative and technical purposes as outlined in the concept proposal evaluation criteria. If the concept proposal is complete, meets all concept proposal requirements, and scores a minimum of 75 points, a full proposal will be requested.

Full Proposal

- Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal. Only full proposals submitted prior to the submission deadline will be considered.
- The full proposals will be reviewed and scored by the Conservancy grant team according to the proposal evaluation criteria below. Conservancy staff will conduct a project site visit with each eligible applicant.
- The full proposals will also be reviewed by an independent professional review panel made up of state and federal agency technical experts. The professional review panel will provide an additional independent review of staff's evaluation and scoring.
- Following professional review, the staff team will assign final scores to each application.
- The final score will be posted on the Conservancy's website for final Board approval at a public meeting. Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.
- The Board action will involve ratification of the projects' scores and action on staff's funding recommendation. Applicants and members of the public will have the opportunity to appear before the Board at this time.

- If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursement.

A score of 75 points during either the concept or full proposal stage does not guarantee that a grant award will be made or that a project will receive all of the requested funding. Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle, the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds as needed to allow an applicant to complete administrative steps, or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

If a project scores 75 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.

Proposals and scoring information will be made available upon request.

B. Grant Cycle and Important Dates

The Conservancy's grant cycle is approximately 9 months long. Concept proposals are solicited in the fall, full proposals are invited in the winter, and funding is awarded the following spring. If all funds during a fiscal year are expended but proposals have been submitted that otherwise could be approved for funding, these proposals may be held and re-considered during the next grant cycle. All dates for the Conservancy's 2016-2017 grant cycle are subject to change. Please check the Prop. 1 Grant Program web page for the most up-to-date information.

Important dates for the 2016-17 grant cycle are:

- Concept Proposal Solicitation – September 1, 2016 - September 30, 2016
- Full Proposal Solicitation – November 28, 2016 – January 13, 2017
- Board Approval of Full Proposals – April 26, 2017

C. Evaluation Criteria for Concept Proposal

Conservancy staff will determine the eligibility of a concept proposal using the criteria outlined below. If a concept proposal passes all three eligibility criteria, its merit will be evaluated by Conservancy staff using the concept proposal criteria listed below.

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned if the project meets all of the criteria as listed, or if the project could meet all of the criteria with minimal modifications. Projects that pass the eligibility review but require modifications to be eligible will be notified

about eligibility requirements if they are invited to submit a full proposal. Eligibility will be reassessed during the full proposal review process.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.
2. Will the project produce ecosystem and/or water quality and/or agricultural sustainability benefits?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

Staff will score projects based on the evaluation criteria below. If a project scores a minimum of 75 points (out of 100), a full proposal will be requested. The number in parentheses reflects the maximum number of points allocated to each criterion.

Project Description and Organizational Capacity (12 points)

1. The degree to which the project description clearly explains the location, need, goals and objectives, tasks, deliverables, and budget for the project, as well as the related experience and qualifications of all parties working on the project.

State Priorities/Project Benefits (25 points)

2. (a). For Category 1 projects, the degree to which the project considers climate change, and the degree to which the specific, on-the-ground project for which planning is being conducted will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans.
2. (b). For Category 2 projects, the degree to which the project integrates climate change considerations, and the degree to which it will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans .

Readiness (15 points)

3. (a) For a Category 1 project, the degree to which the proposal demonstrates how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed.
3. (b). For a Category 2 project, the degree to which planning is complete and the project is ready to begin.

Local Support (20 points)

4. (a). For Category 1 projects, the degree to which potentially affected parties will be informed and consulted as part of the planning process, and the degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.
4. (b). For Category 2 projects, the degree to which potentially affected parties have been informed and consulted, and the degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.

Scientific Merit and Performance Measures (20 points)

5. (a). For Category 1 projects, the extent to which the scientific basis of the proposed project is clearly described, adaptive management is addressed, and to which outputs and outcomes are presented.
5. (b). For category 2 projects, the extent to which the scientific basis of the proposed project is clearly described, and to which outputs, outcomes, and a plan for tracking performance are described. Applicants should outline a monitoring framework for measuring progress toward achieving stated objectives and outcomes, and discuss how adaptive management will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used.

Funding: Cost Share and Leveraging (8 points)

6. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits. For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5 points)
7. The degree to which the project leverages other state funds. (3 points)

D. Evaluation Criteria for Full Proposal

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned only if the project meets all of the criteria as listed.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.
2. Will the project produce ecosystem and/or water quality benefits and/or agricultural sustainability?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

If a concept proposal scores a minimum of 75 points and a full proposal is invited, full proposals will be evaluated using the following criteria (for a maximum of 100 points). Projects will need a score of 75 points or better to be considered for funding.

Project Description and Organizational Capacity

1. Does the applicant provide a clear description of the project that addresses the need for the project, and project goals and objectives, tasks, deliverables, and budget? How well can the applicant manage and complete the proposed project considering related experience, staff qualifications and knowledge; and what is the applicant's performance on prior federal or state assistance agreements awarded in the past three years? Does the project description include a detailed project plan or implementation schedule; and budget with reasonable costs and clear identification of grant funds and cost share contributions? For acquisition projects, has the applicant satisfactorily provided all required additional information? (10)

State Priorities/ Project Benefits

2. (a). For Category 1 projects, how well does the specific, on-the-ground project for which planning is being done demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans) (15).
2. (b). For Category 2 projects, how well does the project demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans). For acquisition projects, does the proposal address the factors required by the Conservancy's enabling legislation? (15)
3. (a). For Category 1 projects, does the applicant explain how the planning effort will include efforts to develop a plan to maintain environmental benefits for the required minimum of 15 years, and for developing and implementing an adaptive management plan? (5)
3. (b). For Category 2 projects, how well does the applicant demonstrate plans for long-term management and sustainability of the project for the required minimum of 15 years or longer, and how for the implementation of an adaptive management plan as required and defined in the Delta Plan? (5)
4. (a). For Category 1 projects, the extent to which the project considers climate change, and provides a mechanism for incorporating climate change considerations into the planning process. (5)

4. (b). For Category 2 projects, the extent to which the project integrates climate change considerations. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (5).

Readiness

5. (a). For Category 1 projects, how well does the proposal demonstrate how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed? (15)
5. (b). For Category 2 projects, how complete is project planning, what is the status of CEQA and permitting efforts, and when will the project be ready to begin implementation? (15)

Local support

6. How well does the applicant demonstrate that they have local support? Full point will be provided only if a resolution of support from the County is included. (7)
7. To what extent has the applicant developed appropriate and necessary partnerships to help implement the project, and, if applicable, has the project been incorporated into larger plans or existing partnerships? (5)
8. (a). For Category 1 projects, how well does the proposal demonstrate plans inform and consult potentially affected parties, and to avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)
8. (b). For Category 2 projects, has the applicant informed and consulted potentially affected parties, how consistent is the project with similar efforts on nearby or surrounding lands, and how well does the project avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)

Funding: Cost Share and Leveraging

9. Does the project develop a cost share with private, federal, or local funding to maximize benefits? For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5)
10. Does the project leverage other state funds? (3)

Scientific Merit and Performance Measures

11. How well does the applicant explain the scientific basis of the proposed project and the degree to which best available science has been adopted? If scientific basis is not relevant for this project (e.g., a sustainable agriculture project), what is the extent to which best industry practices are used, and to which the impacts of climate change are vetted? (10)

12. (a). For Category 1 projects, how clear are the project's outputs and outcomes, and how well does the proposal demonstrate a plan for tracking progress toward stated performance measures? (10)
12. (b). For Category 2 projects, how clear are the project's outputs and outcomes, and how well does the proposal demonstrate a plan for measuring, monitoring, tracking, and reporting progress toward achieving these results? To what extent does the proposal demonstrate a plan and approach for collecting and managing data consistent with existing State efforts, and for reporting project results or methods to private, State, and/or local government agencies beyond their own organization? (10)
13. How well does the project employ new or innovative technology or practices, including decision support tools? If an agricultural sustainability proposal, how well does the project vet the relevancy and applicability of new or innovative technology or practices (5).

Application Process

This section describes the information and documents that must be submitted for both a concept and a full proposal.

A. Concept Proposal Instructions

Please read the instructions below to submit a complete, clear, and responsive concept proposal. All files should be submitted electronically one of two ways: 1) via email to prop1grants@deltaconservancy.ca.gov ; or 2) via USB or CD and mailed or hand delivered to 1450 Halyard Drive, Suite 6, West Sacramento, CA 95691. The concept proposal should not exceed ten pages (not including the application form, budget, and support letters).

Concept Proposal Application Form

The form (please see Appendix C) should be completed with additional pages for the items listed below. Please use at least 11-point standard font, single line spacing with one-inch page margins. The following information will be scored using the concept proposal evaluation criteria.

a. Applicant Information

Applicant must list its organizational/agency name, address, the primary contact's name and contact information, and the organization's federal tax ID number. Applicant must also identify the type of organization it is.

b. Project Information

Applicant must provide specific information about the project. Name, location (county, city/community, and any information that is more specific to the project site), proposed start date, and the estimated completion date.

Project Description and Organizational Capacity

Provide a clear, detailed description of the project proposed for Conservancy funding. Include:

- Location of project,
- Specific need for the project,
- The project's goals and objectives,
- Specific tasks that will be undertaken,
- Work products or deliverables, and
- Experience and qualifications of all parties working on the project.

State Priorities/Project Benefits

Demonstrate that the project will yield multiple benefits that are aligned with state priorities. Describe how the project's outcomes are consistent with the following:

- Proposition 1
- California Water Action Plan
- The Conservancy's enabling legislation
- The Conservancy's strategic plan
- The Delta Plan
- Applicable recovery plans and other related efforts

Category 1 projects should describe the consistency of the specific, on-the-ground project for which planning is being conducted. Projects selected to submit a full proposal will be required to substantiate this consistency.

Also, describe how climate change considerations are being taken into account. For planning projects, note how climate change will be considered as part of the planning process. For implementation projects, describe any risks posed by climate change and how the project has been designed to mitigate those risks, and explain any projected climate-related impacts or benefits of the project. If these are not relevant for this project (e.g., a sustainable agriculture project), then describe how best industry practices have been incorporated.

Readiness

Describe the readiness to proceed with the project, indicating any work that has already been done and any additional work that will need to be done:

- Discuss the readiness of the project to begin.
- For planning projects, describe how the proposed planning activities will advance the project toward implementation.
- List any data needs or identified data gaps, and a process for addressing them.
- Describe any permits and landowner agreements that will be required, if applicable. This includes the status of CEQA compliance.
- Discuss the status of cost share efforts, including the leveraging of state funds.

Local Support

List individuals and organizations who will be participating in the project, cooperating (providing guidance, etc.), and supporting the project (not actively engaged, but aware of the project and supportive). Describe how you have informed and consulted with affected parties and/or incorporated good neighbor practices into the project. For Category 1 projects, describe how affected parties will be informed and consulted during the planning process, if they have not

been already. Discuss how projects are consistent with similar efforts in surrounding areas, and integrated into larger plans and partnership. Applicants should include letters of support from applicable local government agencies, and should consult with the Delta Protection Commission (letters do not count toward ten page maximum).

Scientific Merit and Performance Measures

Describe the scientific basis of the proposed project and how best available science and adaptive management practices have or will be integrated into the project and implemented. Include a general description of project outcomes and outputs, describing the benefits they will yield. For Category 2 projects, describe the approach to measuring and reporting the project's effectiveness, including how successes will be quantified.

Funding Request and Budget

Applicant must provide information about the total project cost as well as the amount requested from the Conservancy. Information about cash and in-kind contributions, including sources, must also be included. For Category 2 grants, planning and monitoring costs may not exceed 20 percent. Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy. Please use the Concept Proposal Budget Template in Appendix C. Explain how budget items in the attached table align with project tasks described in the project description. Include grant management and reporting, and performance measure tracking costs in the total funding request.

B. Full Proposal Instructions

As described in the preceding section, all prospective applicants are required to submit a concept proposal. An applicant will be invited to submit a full proposal if the concept proposal has met all of the criteria and receives the minimum score. Only applicants invited to submit a full proposal will be reviewed and considered.

Applicants who are invited to submit a full proposal will be sent proposal submission instructions, which will include a fillable PDF application form and other required attachments. Prospective applicants should be prepared to submit the following information in a full proposal.

Authorization or Resolution to Apply

Applicants will be required to provide a copy of documentation authorizing them to submit an application for grant funding to the Conservancy. A project-specific governing board resolution is required for nonprofit organizations, tribes and local government agencies. However, if the organization's governing board has delegated authority to a specific officer to act on behalf of that organization, that officer may, in lieu of a resolution, submit a letter of authorization along with documentation of the delegated authority. The documentation of delegated authority must include the language granting such authority and the date of delegation.

For both letters and resolutions, the authorized representative may be a particular person (or persons) or a position (or positions). The advantage of having a position named as the authorized representative is that a new letter or resolution would not be required should the person currently holding the position change. In lieu of a resolution, state and federal agencies

may submit a letter authorizing the application. The letter must be on the agency's letterhead, and must identify the position (job title) of the authorized representative.

Documents Required of Nonprofit Applicants

Nonprofit applicants are required to submit Articles of Incorporation, IRS letters, and signed Bylaws. If a nonprofit organization has submitted these documents to the Conservancy in prior funding cycles and its status has not changed, the applicant should notify Conservancy staff. If these documents are not already on file at the Conservancy, they must be submitted to the Conservancy if invited to submit a full proposal.

A nonprofit must meet eligibility requirements at the time of concept proposal submittal. Nonprofits incorporated outside of California must submit documentation from the California Secretary of State at the time of the application showing that they are permitted to do business in the State of California.

As required by statute, an eligible nonprofit organization is one that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code and has charitable purposes that are consistent with the purposes of the Conservancy.

Documents Required of Public Utility

Public utilities regulated by the Public Utilities Commission must demonstrate that it has a clear and definite public purpose and that benefits the customers and not the investors.

Documents Required of Native American Tribe

Native American tribes must show proof of its inclusion on the National Heritage Commission's California Tribal List, or proof of federal recognition.

Documents Required of Mutual Water Company

Mutual water companies are required to submit a document that demonstrates a clear and definite public purpose and that it benefits the customers of the water system and not the investors.

Urban water suppliers must submit its urban water management plan in accordance with the Urban Water Management Planning Act (Part 2.6 (commenting with Section 10610) of Division 6).

Agricultural water suppliers must submit its agricultural water management plan in accordance with the Agricultural Water Management Planning Act (Part 2.8 (commencing with Section 10800) of Division 6).

Urban water suppliers and agricultural water suppliers must show proof of how it complies with the requirements of Part 2.55 (commencing with Section 10608) of Division 6).

Supplemental Documents

a. Partner and Community Letters of Support

Provide letters of support for the project, including support and commitment letters from partners providing a cost share, and from the landowner of the project site, if the applicant is not the landowner. If applicable, applicants are strongly encouraged to provide a letter of support from the entity providing water for a Category 2 implementation project.

b. Resolutions of Support from Applicable Local Government Agencies

Provide resolutions of support for the project from the county/counties in which the project is located.

c. Consultation with the Delta Protection Commission

Provide proof that the Delta Protection Commission has been consulted about the proposed project.

d. Proof of Consultation with the California Conservation Corps

For Category 2 implementation projects, provide proof that the Corps have been consulted about the proposed project. See Appendix E for guidance and requirements necessary to ensure compliance with this provision.

e. Information Required for Acquisition Projects

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

1. A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)
2. Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
3. Appraisal or Estimation of Fair Market Value
4. Map showing lands that will be acquired, including parcel lines and numbers

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

f. Maps, Photos, and Site Plans

Project Location Map

Provide a map identifying the project site. The map should provide sufficient detail to allow a person unfamiliar with the area to locate the project. Applicants are encouraged to provide a satellite image or aerial photograph as the background of the map, if available.

Parcel Map with County Assessor's Parcel Number(s)

For all acquisition projects (required), and as applicable for other projects, provide an Assessor's Parcel Map of the project area with the parcel(s) identified by parcel number.

Topographic Map

If applicable, submit a topographic map (preferred 1:24,000 scale) that is detailed enough to identify the project area and elements as described in the project description narrative.

Photos of the Project Site

If applicable, submit no more than 10 photos showing the area(s) to be restored, protected, or acquired. Photos should be appropriately captioned for greatest usefulness.

Site Plan

If applicable, provide a drawing or depiction indicating scale, project orientation (north-south), what work the grantee will accomplish, where the work will be done and the approximate square footage of any improvements that are part of the grant scope. The plan should also indicate access points to the site.

g. Regulatory Requirements/Permits

Language updated upon recommendation of Legal.

Provide a list and descriptions of existing and additional required permits for the project. If not applicable, declare that permits are not applicable, and provide the reason(s) why. The applicant will be required to certify that it understands that it is its responsibility to comply with all federal, state and local laws that apply to the Project.

At the time of application, the applicant must identify who it believes is the lead agency for the project and how it intends to comply with CEQA. If the Delta Conservancy will be the lead agency, the applicant should indicate whether the project is exempt and provide an explanation. If the project is not exempt, the Delta Conservancy will have to complete the necessary CEQA documentation. If another agency is the lead agency and has completed its CEQA process, the applicant shall provide documentation showing that the lead agency has found the project to be exempt or copies of all environmental documents and findings made by the lead agency. Applicants should ensure that all environmental documents are current enough to describe the current environmental conditions. If the lead agency has not completed its CEQA process at the time of application, the applicant shall indicate when it anticipates CEQA to be complete. The Conservancy cannot approve a Category 2 grant until the required CEQA documents have been completed and the necessary findings made

If NEPA is applicable to the proposed project, the applicant must complete the NEPA section of the CEQA/NEPA compliance form. Please check the box that describes the NEPA status of the project and complete the documentation component of the form. Applicants should also submit any permits, surveys, or reports that support the NEPA status including any adopted and relevant NEPA environmental compliance documents, such as a Record of Decision/Draft and Final Environmental Impact Statement, Finding of No Significant Impact/Environmental Assessment, or a Decision Notice/Categorical Exclusion.

Appendices

Appendix A: Glossary of Terms

Adaptive Management - a framework and flexible decision making process for ongoing knowledge acquisition, monitoring, and evaluation leading to continuous improvements in management planning and implementation of a project to achieve specified objectives.

Application – The individual application form and its required attachments for grants pursuant to the Conservancy’s Ecosystem Restoration and Water Quality Grant Program.

Best Available Science - Science with the following elements: (a) well-stated objectives; (b) a clear conceptual or mathematical model; (c) a good experimental design with standardized methods for data

collection; (d) statistical rigor and sound logic for analysis and interpretation; and (e) clear documentation of methods, results, and conclusions.

Best Industry Practices - A best practice is a method or technique that has consistently shown results superior to those achieved with other means, used as a benchmark or standardizes, the most efficient and effective way to accomplish a desired outcome. A best practice is used to describe the process of developing and following a standard way of doing things that multiple organizations can use.

CEQA – The California Environmental Quality Act as set forth in the Public Resources Code Section 21000 et seq. CEQA is a law establishing policies and procedures that require agencies to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental and historical resources that may occur as a result of a proposed project to be undertaken, funded, or approved by a local or state agency. For more information, refer to <http://resources.ca.gov/ceqa>.

Conservancy – See Sacramento-San Joaquin Delta Conservancy.

Cost Share – The portion of the project borne by private, federal, or locals funds that will supplement the Conservancy’s Prop. 1 funding.

Eligible Costs – Approved expenses incurred by the grantee during the performance period of the grant agreement.

Encroachment Permits - An encroachment permit is a contract between a public agency and an encroachment permit holder, (permittee), that describes the terms and conditions under which the permit holder is granted permissive authority to enter onto a public right-of-way to perform an activity. An encroachment permit grants permission to the permittee or their agent (a contractor) to perform the within the public right-of-way, and assignment to another party is prohibited.

Grant – Funds made available to a grantee for eligible costs during an agreement performance period.

Grant Agreement – An agreement between the Conservancy and the grantee specifying the payment of funds by the Conservancy for the performance of the project scope within the specific performance period.

Impaired Waterbody – A waterbody listed on Federal Clean Water Act Sec. 303(d). A waterbody (i.e., stream reaches, lakes, waterbody segments) with chronic or recurring monitored violations of the applicable numeric and/or narrative water quality criteria.

Indirect Costs – Indirect costs include any expense which does not relate directly to project implementation. Indirect costs may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses).

In-kind Contributions – Non-monetary donations that are used on the project, including materials and services. These donations shall be eligible as “other sources of funds” when providing budgetary information on grant applications.

Lead Agency - The public agency which has the principal responsibility for carrying out or approving a project under CEQA (see <http://resources.ca.gov/ceqa/guidelines/art20.html>).

Monitoring Activities – The collection and analysis of observations or data repeated over time and in relation to a conservation or management objective.

Natural System Functions - Features of wetlands, waterways, riparian areas and other vegetation that enable them to function as a natural system. Good practices can help in restoring natural system functions such as reducing surface run-off; filter sediments, nutrients and chemicals; provide habitat for fish and animals, native plants and create suitable habitat for nesting sites on wetlands

Nonprofit Organization – A private, nonprofit organization that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code, and whose charitable purposes are consistent with those of the Conservancy as set forth in Public Resources Code Section 32320 et seq.

Outcomes – The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project's outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project's objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as 'what have we achieved?' and 'how do we know?'

Outputs - Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes.

Performance Measure – A quantitative measure agreed upon by the Conservancy and grantee to track progress toward project objectives and desired outcomes.

Planning Activities – Initial project development work, including but not limited to permits, mapping, partner coordination, and planning exercises. Planning activities must have a direct link and provide a direct path to future on-the-ground activities.

Pollutant – As defined in Clean Water Act Sec. 502(6), a pollutant means dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.

Pollution – The man-made or man-induced alteration of the chemical, physical or radiological integrity of water.

Protection - Action taken, often by securing a conservation easement, to ensure that habitat or conservation values are maintained.

Public Agencies – Any city, county, district, or joint powers authority; state agency; public university; or federal agency.

Reasonable Costs – Costs that are consistent with what a reasonable person would pay in the same or similar circumstances.

Responsible Agency - Includes all public agencies other than the Lead Agency which have discretionary approval power over the project under CEQA (see <http://resources.ca.gov/ceqa/guidelines/art20.html>).

Restoration - Habitat is considered restored when actions have been taken that re-establish or substantially rehabilitate that habitat with the goal of returning natural or historic functions and characteristics.

Sacramento-San Joaquin Delta – The confluence of the Sacramento River and San Joaquin River basins, forming an inland delta.

Sacramento-San Joaquin Delta Conservancy - As defined in Public Resources Code Section 32320, the Conservancy acts as a primary state agency to implement ecosystem restoration in the Delta and support efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy’s service area is the statutory Delta (see Water Code Section 12220) and Suisun Marsh.

Statutory Delta – As defined in Water Code Section 12220. The legal definition can be found at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=wat&group=12001-13000&file=12220>. A map of the statutory Delta can be found at <http://mavensnotebook.com/the-bdcp-road-map/environmental-impacts-of-alternative-4/bdcp-eir-ch-13-fig-13-1-statutory-delta/>.

Suisun Marsh – The largest contiguous brackish water marsh remaining on the west coast of North America and a critical part of the San Francisco Bay and Sacramento-San Joaquin River Delta estuary ecosystem. The Suisun Marsh Preservation Act—further defining the Marsh—can be found at http://www.bcdc.ca.gov/laws_plans/suisun_marsh_preservation_act.shtml.

DRAFT

Appendix B: Key State, Federal, and Local Plans and Tools

Links to potentially relevant resources are provided below under the primary authoring agency (in alphabetical order).

Bureau of Reclamation

Suisun Marsh Habitat Management, Preservation, and Restoration Plan. Bureau of Reclamation (2013): http://www.usbr.gov/mp/nepa/nepa_projdetails.cfm?Project_ID=781

California State Parks

Recreation Proposal for the Sacramento-San Joaquin Delta and Suisun Marsh. California State Parks (2011): http://www.parks.ca.gov/pages/795/files/delta%20rec%20proposal_08_02_11.pdf

California Water Quality Monitoring Council

California Wetlands Monitoring Workgroup: http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/

Wetland and Riparian Area Monitoring Plan (WRAMP): http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/index.html#frame

California Aquatic Resources Inventory: www.sfei.org/it/gis/cari

California Rapid Assessment Method: www.cramwetlands.org

EcoAtlas: www.ecoatlas.org

Central Valley Joint Venture

2006 Implementation Plan. Central Valley Joint Venture (2006): <http://www.centralvalleyjointventure.org/science>

Delta Stewardship Council

Delta Plan. Delta Stewardship Council (2013): <http://deltacouncil.ca.gov/delta-plan-0>

Delta Science Plan. <http://deltacouncil.ca.gov/sites/default/files/documents/files/Delta-Science-Plan-12-30-2013.pdf>.

Delta Stewardship Council Covered Actions: <http://deltacouncil.ca.gov/covered-actions>

Department of Water Resources

Department of Water Resources Agricultural Land Stewardship Strategies: <https://agriculturallandstewardship.water.ca.gov/>

Central Valley Flood Protection

Plan: http://www.water.ca.gov/floodsafe/fessro/docs/flood_tab_cvfpp.pdf

Delta Protection Commission

Land Use and Resource Management Plan. Delta Protection Commission: <http://www.delta.ca.gov/plan.htm>

Economic Sustainability Plan for the Sacramento-San Joaquin Delta. Delta Protection Commission (2012): http://www.delta.ca.gov/res/docs/ESP/ESP_P2_FINAL.pdf

National Oceanic and Atmospheric Administration

National Oceanic and Atmospheric Administration's Recovery

Plans: http://www.westcoast.fisheries.noaa.gov/protected_species/salmon_steelhead/recovery_planning_and_implementation/

Natural Resources Agency

Proposition 1: <http://bondaccountability.resources.ca.gov/p1.aspx>;
http://bondaccountability.resources.ca.gov/PDF/Prop1/PROPOSITION_1_text.pdf

California Water Action

Plan: http://resources.ca.gov/california_water_action_plan/Final_California_Water_Action_Plan.pdf

Sacramento-San Joaquin Delta Conservancy

Delta Conservancy's Enabling Legislation: <http://deltaconservancy.ca.gov/about-delta-conservancy>.

2012 Strategic Plan. Sacramento-San Joaquin Delta Conservancy

(2012): http://www.deltaconservancy.ca.gov/sites/default/files/docs/Delta_Conservancy_Strategic_Plan_Designed_20June2012.pdf

State Water Resources Control Board

Surface Water Ambient Monitoring Program:

http://www.waterboards.ca.gov/water_issues/programs/quality_assurance/comparability.shtml.

California Environmental Data Exchange Network: <http://www.ceden.org>

Yolo County

Yolo County Agricultural Economic Development Fund. Consero Solutions

(2014): <http://www.yolocounty.org/home/showdocument?id=26874>

Appendix C: Concept Proposal Application Form and Budget Template

Concept Proposal Application Form

****Submit this document and the required attachments in PDF****

Applicant Information

Applicant Name (organization): _____

Type of Organization (circle one): Public Agency Nonprofit Public Utility
Native American Tribe Mutual Water Company

Address: _____

Contact Name: _____

Telephone: _____ **Email:** _____

Federal Tax ID#: _____

Project Information

Project Name: _____

Project Location _____

*****Please submit a map with the concept proposal*****

County: _____ **City/Community:** _____ **Specific Location:** _____

Grant Category (circle one): Category 1 Category 2

Funding Priority (circle all that apply): Restoration and Enhancement
Water Quality
Water-related Agricultural Sustainability

Proposed Start Date: _____ **Estimated Completion Date:** _____

Concept Proposal Budget Template

Made consistent with full proposal and grant agreement.

Include costs for grant management and reporting, and performance measure tracking. All costs should be explained in the proposal.

Budget Category	Total Cost	
	Conservancy	Cost Share (Please note source, and indicate cash or in-kind)
Personnel*		
General Operating Expenses^		
Subcontractors		
Equipment		
Indirect**		
Other		
TOTAL		

*Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

^ General Operating Expenses include travel, meetings, supplies, and other expenses.

** Indirect costs must be directly related to the project and the rate will be calculated up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., , insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

NOTE: Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

Appendix D: Performance Measures Table

Updated per external feedback.

The performance measures are used to track progress of individual projects towards the overall grant objectives of “multibenefit ecosystem and watershed protection and restoration.” Using the table below, applicants must develop environmentally relevant performance measures to which they will be held accountable if funding is awarded. Administrative tasks (such as completion of progress reports, invoices, or other financial or contractual tasks) will be tracked through a schedule of deliverables and regularly submitted reports, and should not be included in the table below. Performance will be tracked by submitting quarterly and annual reports, through field audits, and by regular communication with the Conservancy Project Manager.

The table should be used to link the project’s environmental objectives with outcomes and outputs. An objective may have more than one outcome or output associated with it. For the purposes of this grant program, objectives are specific actions that support the attainment of the project’s goal. Multi-faceted projects will require measurement of several parameters to evaluate overall project performance, including multiple objectives, outcomes, and/or outputs.

Project outcomes track ecological response to a project, and are defined as:

The benefits or long-term ecosystem and watershed changes that are sought from undertaking the project. They are achieved from the utilization of the project’s outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project’s objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as ‘what have we achieved?’ and ‘how do we know?’

Project outputs track project implementation, and are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 implementation projects, the outcomes and outputs should be linked to the tools and methods of measurement described in the Monitoring and Assessment Plan. The Monitoring and Assessment Plan will describe how the applicant will measure and verify a project’s outputs and outcomes. If a project is likely to be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

In the table below, describe project objectives, outcomes, and outputs that lead to environmental benefits. Note when outputs will be completed (this date should be within the three-year timeframe of a grant agreement). The examples provided below are intended to be illustrative and not prescriptive.

Performance Measures Table. Please fill out with the appropriate information for the project being proposed for funding. The information in the table is an example only.

Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs.</i>	<i>Instructions: Note completion dates within the 3-year duration of the grant agreement.</i>
Example 1. Category 1 Planning Project: Subsidence Reversal Wetlands				
1. Complete all environmental compliance and other planning to prepare for the construction of 500 acres of viable, durable, multi-benefit wetland habitat in the West Delta to benefit wetland-affiliate wildlife and to reverse subsidence in areas at high risk of levee failure.	A. By 20XX, all planning and permits are in place, funding is secured, and the project is ready to break ground. B. By 20XX, construction of 500-ac wetland complex is complete. C. By 20XX, the project is yielding habitat and flood protection benefits.	1.1 Evaluate baseline habitat conditions and document in a report. 1.2 Completion of a wetland delineation report. 1.3 Completion of 30% and 60% design drawings. 1.4 CEQA documents complete.	1.1 Task 2 1.2 Task 2 1.3 Task 3 1.4 Tasks 2, 3, 4	1.1 December 2017 1.2 December 2017 1.3 March 2018 1.4 June 2019
Example 2. Category 2 Implementation Project: Channel Margin Habitat Restoration				
1. Restore 1,000 linear feet of channel margin habitat along denuded channels in the Delta to improve habitat for migratory fish species.	A. By 20XX, salmonids will use restored habitat at the project site for some portion of their life history more frequently than under baseline and reference conditions. B. By 20XX, fish on or adjacent to the project site will have higher food consumption, resulting in higher condition factor and growth rate relative to baseline and reference conditions.	1.1 1,000 linear feet of levee are setback and graded. 1.2 1,000 linear feet of channel margin habitat is planted with mixed riparian and upland scrub species. 1.3 Post-planting surveys indicate 85% survival of woody and non-woody vegetation.	1.1 Task 2 1.2 Task 3 1.3 Task 4	1.1 October 2018 1.2 October 2019 1.3 June 2020
2. Establish 1,000 linear feet of vegetation on the channel-	A. By 20XX, 1,000 linear feet of vegetation has been established and provides a corridor of			

side of levees on Twitchell Island to enhance the habitat value of the levees.	functional channel margin habitat. B. By 20XX, abundance and diversity riparian species at the project site has increased X% over baseline.			
Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs.</i>	<i>Instructions: Note completion dates within the 3-year duration of the grant agreement.</i>
Example 3. Category 2 Implementation Project: Upland Conservation Easement Acquisition				
1. Protect 1,200 acres of upland habitat in perpetuity through the purchase of a conservation easement.	A. Conservation values of 1,200-acre property are maintained at or above baseline conditions as documented by annual easement monitoring.	1.1 Conservation easement is purchased for 1,200-acre ranch in Solano County. 1.2 Easement monitoring plan is established and on-going monitoring is funded through an endowment.	1.1 Tasks 2, 4, 5 1.2 Task 3	1.3 December 2019 1.4 December 2019

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Appendix E: California Conservation Corps Guidelines

California Conservation Corps and Certified Community Conservation Corps

Proposition 1 - Water Bond Guidelines – Chapter 6

Corps Consultation Process

June 2015

This process has been developed to ensure compliance with Division 26.7 of the Water Code, Chapter 6, Section 79734 that specifies the involvement of the CCC and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Section 79734 states “For restoration and ecosystem protection projects funded pursuant to this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps ***shall be used whenever feasible.***”

Applicants for funds to complete restoration and ecosystem protection projects shall consult with representatives of the California Conservation Corps (CCC) AND the California Association of Local Conservation Corps (CALCC), the entity representing the certified community conservation corps, to determine the feasibility of the Corps participation. Unless otherwise exempted (see notes below), applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. CCC and CALCC have developed the following consultation process for inclusion in Prop 1 – Chapter 6 project and/or grant program guidelines:

- Step 1: Prior to submittal of an application or project plan to the Funder, Applicant prepares the following information for submission to both the California Conservation Corps (CCC) and CALCC (who represents the certified community conservation corps):
- Project Title
 - Project Description (identifying key project activities and deliverables)
 - Project Map (showing project location)
 - Project Implementation estimated start and end dates

- Step 2: Applicant submits the forgoing information via email concurrently to the CCC and CALCC representatives:

California Conservation Corps representative:

Name: CCC Prop 1 Coordinator Email: Prop1@ccc.ca.gov

Phone: (916) 341-3100

California Association of Local Conservation Corps representative:

Name: Crystal Muhlenkamp Email:

inquiry@prop1communitycorps.org

Phone: 916-426-9170 ext. 0

- Step 3: Within five 5 business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

- (1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or

- (2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to five days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility early in the project development process.

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than five business days before a deadline.

- Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document.
- Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

NOTES:

1. The Corps already have determined that it is not feasible to use their services on restoration and ecosystem protection projects that solely involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document.
2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant’s future applications for Chapter 6 Funds.

**California Conservation Corps and Certified Community Conservation Corps
Proposition 1 - Water Bond
Corps Consultation Review Document
June 2015**

Unless an exempted project, this Corps Consultation Review Document must be completed by California Conservation Corps and Community Conservation Corps staff and accompany applications for projects or grants seeking funds through Proposition 1, Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds. Non-exempt applications that do not include this document demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant:

Project Title:

Department/Conservancy to which you are applying for funding:

To be completed by Applicant:

Is this application solely for planning or acquisition?

- Yes (application is exempt from the requirement to consult with the Corps)
- No (proceed to #2)

To be completed by Corps:

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)
 - It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).
-
-

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AND PROOF OF COMMUNICATION WITH CCC AND CALCC AS PART OF THE PROJECT APPLICATION.

Appendix F: Land Acquisition Checklist

Updated to reflect the information gathered by talking with SCC, SNC, WCB, CNRA, and TNC, and to integrate feedback of the EO and Legal.

Checklist for Conservation Easement or Fee Title Proposals

I. Information Submitted with Application

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule
- Copy of Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
- Appraisal or Estimation of Fair Market Value
- Map showing lands that will be acquired, including parcel lines and numbers

II. Information Required Prior to Execution of Grant Agreement

- Grantee Board resolution for Grant Authority that certifies:
 - i. Signatory has authority
 - ii. Acceptance of grant
 - iii. Acceptance of property interest

III. Information Required as a Condition of the Grant Agreement

- Purchase and Sale or Option Agreement, if not provided at application stage
- Appraisal that has been reviewed and approved by the Department of General Services (DGS)

[DGS APPRAISAL GUIDELINES](#)

- Assessment of State Land Commission holdings, if applicable
- Preliminary Title Report
- Analysis of mineral rights issues, if applicable
- Environmental documentation/hazardous materials assessment
- Draft grant deed or conservation easement²
- Copies of any instruments that create a covenant, obligation, or restriction affecting the property to be acquired
- Stewardship plan:
 - i. Management Plan for fee title
 - ii. Easement Monitoring Plan for conservation easements
- Plan for signs

IV. Information Required Prior to Transfer of Funds into Escrow

- Disbursement request with an original signature of Grantee's authorized signatory and the following information/attachments:
 - i. Name and address of grantee
 - ii. Agreement number

² Grant deed or conservation easement should, if possible, reflect as an attachment the grant agreement. If the County Recorder's Office will not allow the grant agreement be recorded as an attachment, the grantee will file a Notice of Unrecorded Grant Agreement (NUGA).

- iii. Dollar amount requested
 - iv. Statement of other funds that have been or will be deposited into escrow prior to or at the time of deposit of Conservancy's grant funds
 - v. Anticipated date of escrow close
 - vi. This checklist, indicating that all prerequisites for transfer of funds into escrow have been met
 - vii. Buyer's closing statement
 - viii. Baseline conditions report
 - ix. Original, certified copy of the fully-executed grant deed of conservation easement certified by the escrow offer holding the document
 - x. Escrow instructions:
 - 1. Title company (or escrow holder) name, address, and telephone number
 - 2. Escrow officer
 - 3. Escrow account number
- Payee Data Record (STD 204) for the title company (which completes and signs); must include address to send escrow payment

V. Information Required After Close of Escrow

- Final title policy
- Final recorded deeds, including Notice of Unrecorded Grant Agreement, if applicable

Appendix G: Acquisition Table

Newly added.

Please complete one form for each separate escrow

Project Title:					
Assessor's Parcel Number(s)	Acreage	Indicate Fee or Easement	Willing Seller Name and Address		
ACQUISITION COST ESTIMATE					
	Total Costs	Delta Conservancy Grant	Other Funding Source (Name)	Other Funding Source (Name)	Other Funding Source (Name)
A. Acquisition Cost (purchase price of real property)					
Estimated Fair Market Value of property					
B. Project Costs					
Appraisal					
DGS approval of appraisal					
Preliminary Title Reports					
Due Diligence (<i>Phase 1, surveys, etc.</i>)					
Escrow Fees, Title Insurance, Closing Costs.					
Direct costs (<i>staff and consultants</i>)					
Other (<i>specify</i>)					
Total A					
Total B (For request to Conservancy, may not exceed 10% of Total A)					
Indirect (For request to Conservancy, may not exceed 20% of Total B)					
Grand Total					
Acquisition Schedule			Completion Date		
Complete appraisal					
Submit appraisal and purchase docs to Conservancy					
Open escrow & request advance into escrow					
Close escrow (submit final closing documents to Conservancy)					

Appendix H: State Auditing Requirements

Newly added.

The list below details the documents or records that State Auditors may need to review in the event of a grant agreement being audited. Grant recipients should ensure that such records are maintained for each State funded project. For additional details including specific audit tasks performed during a bond audit, see the California Department of Finance Bond Accountability and Audits Guide and the Bond Audit Bulletins (www.dof.ca.gov/osae/prior_bond_audits/).

State Audit Document Requirements

Internal Controls:

1. Organization chart (e.g. Grant recipient's overall organization chart and organization chart for the State funded project).
2. Written internal procedures and flowcharts for the following:
 - a. Receipts and deposits
 - b. Disbursements
 - c. State reimbursement requests
 - d. State funding expenditure tracking
 - e. Guidelines, policies, and procedures on State funded project
3. Audit reports of the Grant recipient's internal control structure and financial statements within the last two years.
4. Prior audit reports on State funded projects.

State Funding:

1. Original grant agreement, any amendment(s) and budget modification documents.
2. A list of all bond-funded grants, loans or subventions received from the State.
3. A list of all other funding sources for each project.

Agreements:

1. All subcontractor and consultant contracts and related documents, if applicable.
2. Agreements between the grant recipient, member agencies, and project partners as related to the State funded project.

Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the grant agreement.
2. Documentation linking subcontractor invoices to State reimbursement requests and related grant agreement budget line items.
3. Reimbursement requests submitted to the State for the grant agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips or bank statements showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, or agents under the grant agreement.

Accounting Records:

1. Ledgers showing receipts and cash disbursement entries for State funding.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the grant agreement.

Indirect Costs:

1. Supporting documents showing the calculation of indirect costs.

Personnel:

2. List of all contractors and grant recipient staff that worked on the State funded project.
3. Payroll records including timesheets for contractor staff and the grant recipient's.

Project Files:

1. All supporting documentation maintained in the files.
2. All grant agreement related correspondence.



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

GRANT GUIDELINES

Fiscal Year 2016-17

PROPOSITION 1

**Delta Conservancy Ecosystem Restoration and Water
Quality Grant Program**

FUNDED BY THE

**Water Quality, Supply, and Infrastructure
Improvement Act of 2014**



Table of Contents

Contents

Introduction.....	4
A. Background.....	4
B. Purpose of Grant Guidelines	4
Eligibility Requirements.....	5
A. Grant Categories	5
B. Funding Available	5
C. Geographic Area of Focus.....	6
D. Eligible Projects	6
E. Ineligible Projects	7
F. Eligible Applicants.....	8
G. Eligible Costs.....	9
H. Ineligible Costs.....	9
General Program Requirements	10
A. Conflict of Interest.....	10
B. Confidentiality	10
C. California Conservation Corps	10
D. Labor Code Compliance.....	10
E. Environmental Compliance	11
F. Water Law	11
G. Signage and Recognition	12
H. Performance Measures	13
I. Reporting.....	14
J. Performance Monitoring and Assessment	14
K. Adaptive Management	16
L. Long-Term Management and Maintenance.....	17
M. Land Tenure.....	17

N. Land Acquisitions.....	17
O. Federal and Local Cost Share and State-Leveraged Funds	19
P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support	19
Q. Grant Provisions	20
Proposal Solicitation	20
A. Application, Review and Selection Process	20
B. Grant Cycle and Important Dates	22
C. Evaluation Criteria for Concept Proposal	22
D. Evaluation Criteria for Full Proposal	24
Application Process	27
A. Concept Proposal Instructions.....	27
B. Full Proposal Instructions	29
Appendices	32
Appendix A: Glossary of Terms	33
Appendix B: Key State, Federal, and Local Plans and Tools	36
Appendix C: Concept Proposal Application Form and Budget Template	38
Appendix D: Performance Measures Table	40
Appendix E: California Conservation Corps Guidelines	43
Appendix F: Land Acquisition Checklist	46
Appendix G: Acquisition Table	48
Appendix H: State Auditing Requirements.....	49

Introduction

A. Background

The Sacramento-San Joaquin Delta Conservancy (Conservancy) is a primary state agency in the implementation of ecosystem restoration in the Delta and supports efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy collaborates and cooperates with local communities and others parties to preserve, protect, and restore the natural resources, economy, and agriculture of the Sacramento-San Joaquin Delta and Suisun Marsh. The Conservancy's goals include a set of programs that implement complex economic and environmental objectives, resulting in a rich, diverse, resilient, and accessible Sacramento-San Joaquin Delta and Suisun Marsh.

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Prop. 1) was approved by voters in November 2014. Prop. 1 provides funding to implement the three objectives of the California Water Action Plan: more reliable water supplies, restoration of important species and habitat, and a more resilient and sustainably managed water infrastructure. The Conservancy's Ecosystem Restoration and Water Quality Grant Program is focused on the restoration of important species and habitat.

In Prop. 1, \$50 million is identified for the Conservancy "for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731)." Per Prop. 1 and the Conservancy's enabling legislation, emphasis will be placed on projects using public lands and private lands purchased with public funds and that "maximize voluntary landowner participation in projects that provide measureable and long-lasting habitat or species improvements in the Delta." To the extent feasible, projects need to promote state planning priorities and sustainable communities strategies consistent with Government Code 65080(b)(2)(B). Furthermore, all proposed projects must be consistent with statewide priorities as identified in Prop. 1, the California Water Action Plan, the Conservancy's enabling legislation, the Delta Plan, the Conservancy's Strategic Plan, as well as applicable recovery plans. Links to Prop. 1 and the other plans and documents can be found in Appendix B.

B. Purpose of Grant Guidelines

The Grant Guidelines (Guidelines) establish the process and criteria that the Conservancy will use to administer competitive grants for multibenefit ecosystem restoration and water quality projects. These Guidelines include the required information and documentation for Prop. 1 grants, and provide instructions for completing the required concept proposal and full proposal for the Conservancy's grant program. Prior to their initial adoption in 2015, the Guidelines were posted on the Conservancy's web site for 30 days and vetted via three public meetings (Sec. 79706(b)). This revised version of the Guidelines has also been posted on the Conservancy's web site for 30 days prior to approval, and was vetted at a public meeting.

Eligibility Requirements

A. Grant Categories

The Conservancy will release funds for two grant categories, Category 1 planning projects and Category 2 implementation projects.

Category 1: Planning

Proposals are limited to pre-project activities necessary for a specific future on-the-ground project that meets the Conservancy Prop 1. Grant Program criteria. Please note that the awarding of a Category 1 grant for a project does not guarantee that a Category 2 grant will be awarded for the same project.

Examples of Category 1 activities include:

- Planning
- Permitting
- Studies (that will aid in a future on-the-ground project)
- Designs
- CEQA activities

Category 2: Implementation

Proposals include on-the-ground, implementation projects and land acquisition projects. Category 2 projects are subject to the State General Obligation Bond Law which requires that capital outlay projects be maintained for a minimum of 15 years (section 16727(a)).

Examples of Category 2 activities include:

- Habitat enhancement, restoration, and protection
- Pollution runoff reduction
- Working landscape enhancements
- Agricultural sustainability projects

B. Funding Available

In Prop. 1, \$50 million is identified for the Conservancy “for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities (Sec. 79730 and 79731).” In the 2015-2016 grant cycle, the Conservancy awarded approximately six million dollars. The Conservancy will award up to \$10 million during the 2016-2017 grant cycle.

Grants will be awarded for Category 1 planning proposals and Category 2 implementation proposals to eligible entities subject to approval by the Conservancy pursuant to these Guidelines. Up to \$1,000,000 is available during each funding cycle for Category 1 proposals. Category 1 proposals may range from \$20,000 to \$200,000. A minimum of \$9,000,000 is available during each funding cycle for Category 2 proposals. Category 2 proposals may range from \$25,000 to \$3,000,000.

Category 1 planning proposals may use 100 percent of awarded funds for planning activities; however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle, the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

C. Geographic Area of Focus

The Conservancy will fund projects within or near the statutory Delta and Suisun Marsh. The statutory Delta and the Suisun Marsh are defined in Public Resources Code Section 85058.

The Conservancy may take or fund an action outside the Delta and Suisun Marsh if the Board makes all of the following findings (Sacramento-San Joaquin Delta Reform Act of 2009, Sec. 32360.5):

- The project implements the ecosystem goals of the Delta Plan.
- The project is consistent with the requirements of any applicable state and federal permits.
- The Conservancy has given notice to and reviewed any comments received from affected local jurisdictions and the Delta Protection Commission.
- The Conservancy has given notice to and reviewed any comments received from any state conservancy where the project is located.
- The project will provide significant benefits to the Delta.

D. Eligible Projects

Prop. 1 identifies projects to protect and restore California rivers, lakes, streams, and watersheds that can be funded with Prop. 1 funding (Sec. 79732 *et seq*). The Conservancy's highest priority projects will address the following:

- **Restoration and Enhancement.** Examples include:
 - Channel margin enhancement projects and riparian habitat restoration or enhancement projects.
 - Watershed adaptation projects to reduce the impacts of climate change on California's communities and ecosystems.
 - Restoration and protection projects of aquatic, wetland, and migratory bird ecosystems, including fish and wildlife corridors.
 - Fish passage barrier removal projects.
 - Endangered, threatened, or migratory species recovery projects that improve watershed health, inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.

- Projects that enhance habitat values on working lands.
- Projects that recover anadromous fish populations and their habitats.
- **Water Quality.** Examples include:
 - Polluted runoff reduction projects that restore impaired waterbodies, prevent pollution, improve water management, and increase water conservation.
 - Pollution reduction projects that focus on the contamination of rivers, lakes, or streams, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
 - Projects that implement management activities that lead to reduction and/or prevention of pollutants that threaten or impair surface and ground waters.
 - Projects that reduce contaminant runoff into waterbodies.
 - Projects that address invasive, exotic species resulting in enhancement of water quality.
 - Projects that restore, enhance or protect sensitive watershed lands through easement/fee title, acquisitions or other means to avoid or reduce water quality impacts from encroaching land uses.
 - Projects that augment stormwater retention and increase dry season flow.
- **Water-related Agricultural Sustainability.** Examples include:
 - Agricultural analysis and investment strategy projects that will lead to on-the-ground changes.
 - Projects that support agricultural sustainability in areas where agriculture is impacted by restoration or other water-related projects.
 - Projects that protect and increase the economic benefits arising from healthy watersheds.
 - Agricultural conservation that will result in pollution runoff reduction.

This list is offered as guidance for potential applicants and is not exhaustive nor a guarantee of individual project eligibility or funding. Eligibility and funding determinations will be made on a project-by-project basis during the application review process. Projects must comply with all legal requirements, including the State General Obligation Bond Law in order to be deemed eligible. The State General Obligation Bond Law limits the use of bond funds to the construction, acquisition, and long term improvement of capital assets that have an expected useful life of at least fifteen years.

NOTE: Any grantee acquiring land with Prop. 1 may use the Natural Heritage Preservation Tax Credit Act of 2000 (Division 28 (commencing with Section 37000) of the Public Resources Code) (Section 79711[h]).

E. Ineligible Projects

Examples of ineligible projects and costs include:

- Any Category 2 implementation project that will not result in the construction, acquisition, or long term enhancement of a capital asset.
- Category 1 Planning projects that do not relate to an eligible implementation project.

- Construction equipment purchased solely for purposes of implementing a single project.
- Projects dictated by a legal settlement or mandated to address a violation of, or an order (citation) to comply with, a law or regulation.
- Education, outreach, or event related projects, although these types of activities may be included as part of the overall implementation of a project eligible for Conservancy grant funds.
- Projects that subsidize or decrease the mitigation obligations of any party.
- Projects to design, construct, operate, mitigate, or maintain Delta conveyance facilities.
- Projects that do not comply with all legal requirements of Prop. 1 and other applicable laws.

NOTE: Funds will only be used for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.

F. Eligible Applicants

Eligible grant applicants include California public agencies, nonprofit organizations, public utilities, federally recognized Tribes, state Tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies that will have an eligible proposal or project that provides a public benefit in the Delta (Public Resources Code Section 75004) and that will satisfy all the grant requirements. Specifically, eligible applicants are:

- California public agencies (any city, county, district, or joint powers authority; state agency; public university; or federal agency). To be eligible, public utilities that are regulated by the Public Utilities Commission must have a clear and definite public purpose and shall benefit the customers and not the investors.
- Qualifying 501(c)(3) nonprofit organizations. "Nonprofit Organization" means an organization that is qualified to do business in California and qualified under Section 501(c)(3) of Title 26 of the United States Code.
- Eligible tribal organizations (includes any Indian Tribe, band, nation, or other organized group or community, or a tribal agency authorized by a tribe, which is listed on the National Heritage Commission's California Tribal List or is federally recognized).
- Mutual water companies, including local and regional companies. Additionally, in order to be eligible:
 - Mutual water companies must have a clear and definite public purpose and shall benefit the customers of the water system and not the investors.
 - An urban water supplier shall adopt and submit an urban water management plan in accordance with the Urban Water Management Planning Act.
 - An agricultural water supplier shall adopt and submit an agricultural water management plan in accordance with the Agricultural Water Management Planning Act.
 - An agricultural water supplier or an urban water supplier is ineligible for funding unless it complies with the requirements of Part 2.55 of their respective water management planning acts.

NOTE: As a general rule, organizations or individuals performing non-grant related work for the Conservancy under contract are ineligible to apply for a grant from the Conservancy during the life of the contract. This policy applies to organizations that:

- Contract directly with the Conservancy.
- Are providing services as a subcontractor to an individual or organization contracting directly with the Conservancy.
- Employ an individual, on an ongoing basis, who is performing work for the Conservancy under a contract whether as a contractor or as a subcontractor.

If you have a contract with the Conservancy and are contemplating applying for a grant, please consult with Conservancy staff to determine eligibility. For more information, refer to the Conflict of Interest section.

G. Eligible Costs

Direct costs for work performed within the terms, including scope of and budget, of the grant agreement will be eligible for reimbursement. Costs related to project-specific performance measures and reporting are required to be addressed in the project budget. Eligible expenses incurred upon the start date listed in the grant agreement and prior to the project completion date may be directly reimbursed.

Indirect costs must be directly related to the project and the rate will be calculated up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., , insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

H. Ineligible Costs

Grant funding may not be used to establish or increase a legal defense fund or endowment, make a monetary donation to other organizations, pay for food or refreshments, pay for tours, or for eminent domain processes. No part of the Conservancy's grant funding may be used to subsidize or decrease the mitigation obligations of any party. For Category 2 projects, CEQA/NEPA completion is required prior to grant award so these costs are ineligible for the Category 2 proposal.

If ineligible costs are included in the project budget, it could result in the project being deemed ineligible. In some cases, the project may be approved for funding with the total amount of the award reduced by the amount of the ineligible costs. In that event, the Conservancy will contact

the applicant to confirm that the project is still viable. Applicants should avoid including ineligible costs in the application and should contact Conservancy staff with questions.

General Program Requirements

A. Conflict of Interest

All applicants and individuals who participate in the review of submitted proposals are subject to state and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for a specific solicitation or who will participate in any part of the grant development and negotiation process on behalf of the public is ineligible to receive funds or personally benefit from funds awarded through that solicitation. Employees of state and federal agencies may participate in the review process as scientific/technical reviewers but are subject to the same state and federal conflict of interest laws.

Failure to comply with the conflict of interest laws, including business and financial disclosure provisions, will result in the proposal being rejected and any subsequent grant agreement being declared void. Other legal actions may also be taken. Applicable statutes include, but are not limited to, California Government Code Section 1090 and Public Contract Code Sections 10365.5, 10410 and 10411.

B. Confidentiality

Once a proposal has been submitted to the Conservancy, any privacy rights, as well as other confidentiality protections afforded by law with respect to the application package, will be waived. Unsealed proposals are public records under the California Government Code Sections 6250-6276.48, and will be provided to the public upon request.

C. California Conservation Corps

For Category 2 implementation projects, applicants shall consult with representatives of the California Conservation Corps (CCC) and CALCC (the entity representing the certified community conservation corps) (collectively, "the Corps") to determine the feasibility of using their services as defined in section 14507.5 of the Public Resources Code to implement projects (CWC §79734). See Appendix E for guidance and requirements necessary to ensure compliance with this provision. Applicants that fail to engage in consultation with the CCC and a certified local conservation corps will not be eligible to receive the Conservancy's Proposition 1 funding.

D. Labor Code Compliance

Grants awarded through the Conservancy's Ecosystem Restoration and Water Quality Grant Program may be subject to prevailing wage provisions of Part 7 of Division 2 of the California Labor Code (CLC), commencing with Section 1720. Typically, the types of projects that are subject to the prevailing wage requirements are public works projects. Existing law defines "public works" as, among other things, construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds. Assembly Bill 2690 (Hancock, Chapter 330, Statutes of 2004) amended California Labor Code (CLC) Section

1720.4 to exclude most work performed by volunteers from the prevailing wage requirements until January 1, 2017.

The grantee shall pay prevailing wage to all persons employed in the performance of any part of the project if required by law to do so. Any questions of interpretation regarding the CLC should be directed to the Director of the Department of Industrial Relations (DIR), the state department having jurisdiction in these matters. For more details, please refer to the DIR website at <http://www.dir.ca.gov>.

E. Environmental Compliance

Activities funded under this grant program must be in compliance with applicable state and federal laws and regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), Delta Plan, and other environmental permitting requirements. The applicant is solely responsible for project compliance. For most projects, the Conservancy will serve as a responsible agency, unless there is no other public agency responsible for carrying out or approving the project for which the applicant seeks funding, in which case the Conservancy will serve as the lead agency.

Proposals may include in their budgets the funding necessary for compliance related tasks, however awards for Category 2 projects cannot be finally approved until the required CEQA documents have been completed and the necessary findings made. The Board may, within its discretion, approve a conditional award of funds or a reservation of funds to accommodate pending compliance actions (e.g., CEQA). A Category 1 grant may be made in order for an applicant to complete the CEQA process in advance of a potential Category 2 application. Approval of a Category 1 grant, however, is not a guarantee of final project approval and the Conservancy retains full discretion to approve or reject an associated Category 2 application.

For grant proposals that include an action that is likely to be deemed a covered action, pursuant to California Water Code (CWC) Section 85057.5, the applicant is responsible for ensuring consistency with the Delta Plan. In such instances, the proposal shall include a description of the approach through which consistency will be achieved, and may include in their budgets the funding necessary to complete related tasks.

F. Water Law

Funded grants that address stream flows and water use shall comply with the CWC, as well as any applicable state or federal laws or regulations. Any proposal that would require a change to water rights, including, but not limited to, bypass flows, point of diversion, location of use, purpose of use, or off-stream storage shall demonstrate in their grant proposal an understanding of the State Water Resources Control Board (SWRCB) processes, timelines, and costs necessary for project approvals by SWRCB and the ability to meet those timelines within the term of a grant. In addition, any proposal that involves modification of water rights for an adjudicated stream shall identify the required legal process for the change as well as associated legal costs. Projects that propose to acquire a permanent dedication of water must be in accordance with Section 1707 of the CWC; specifically, the acquisition must be specified by the SWRCB that the water proposed for acquisition is in addition to the water that is required for regulatory requirement (section 79709(a)). Applicants may apply for funding from the

Conservancy to complete this process, but approval from the Water Board must be received prior to the dispersal of funds for any other project tasks. Prior to its completion, any water right acquisition must be supported by a water rights appraisal approved by the Department of General Services Real Property Services Section.

It is the responsibility of the applicant to comply with State Water Resources Control Board's regulations regarding the diversion and use of water, including insuring that the applicant has adequate water rights to complete the project and that the project will not reduce or otherwise affect the rights of other water rights holder (section 79711(d)). For Category 2 implementation projects that require water application (e.g., restoration, working lands enhancements, etc.), applicants will be asked to submit a statement or application number for the water right they propose to use, as well as a short, narrative statement demonstrating that the project's water use has been considered, is reasonable, and that there is sufficient water to implement and maintain the project without causing adverse impacts to downstream users or surrounding landowners. Conservancy staff will provide the office of the Delta Watermaster with the statement or application numbers for all of the projects that propose to use water. The Delta Watermaster will review the water rights affiliated with the proposed projects and will provide an informal opinion as to whether or not these water rights appear to be subject to challenge. Staff will consider the Watermaster's input and any issues flagged during internal review when recommending a project for funding.

If the applicant is not the water right holder and the landowner is the water rights holder, the applicant will be asked to submit, as a condition of the grant agreement, a landowner access agreement with that includes a clause that specifically grants the applicant the right to use water for the purposes of implementing the proposed project (see Land Tenure section of this document for more information about the landowner access agreement: page 3, paragraph 4 of the template includes the water rights cause referenced here). If neither the applicant nor the landowner is the water right holder, the applicant will be asked to submit a written statement from the water right holder that verifies that the water rights holder has the right to deliver water to the property on which the proposed project will be implemented, and that the water rights holder recognizes its obligation to provide water to that property for the purposes of implementing the proposed project. The Conservancy may at any time request that an applicant or grantee provide additional proof that it has a legal right to divert water and sufficient documentation regarding actual water availability and use.

G. Signage and Recognition

To the extent practicable, grantees shall inform the public that the project received funds through the Delta Conservancy and from the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (CWC §79707[g]). Grantees shall recognize the Conservancy on signs, websites, press or promotional materials, advertisements, publications, or exhibits that they prepare or approve and that reference funding of a project. For Category 2 projects, grantees shall post signs at the project site acknowledging the source of the funds. Size, location and number of signs shall be determined by the Conservancy. Required signage must be in place prior to final distribution of grant funds.

H. Performance Measures

Performance measures must be designed so the Conservancy can ensure that projects meet their intended objectives, achieve measurable outcomes, and provide value to the State of California. The Conservancy requires that all grant funded projects monitor and report project performance with respect to the stated ecosystem and/or watershed goals and objectives identified in the grant proposal. For the purposes of this grant program, goals are broad statements of purpose and intention; objectives are specific actions that support the attainment of the associated goal.

Applicants are required to prepare and submit a Performance Measures Table, specific to their proposed project, as part of the full proposal. Appendix D includes a sample Performance Measures Table. The goals of the Performance Measures Table are to:

- Provide a framework for assessment and evaluation of project performance.
- Identify measures that can be used to monitor progress towards achieving project goals and desired outcomes.
- Provide a tool for grantees and grant managers to monitor and measure project progress and guide final project performance reporting that will fulfill the grant agreement requirements.
- Provide information to help improve current and future projects.
- Quantify the value of public expenditures to achieve environmental results.

The Performance Measures Table requires applicants to align their project objectives with measurable outcomes and outputs. For the purposes of this grant program, project outcomes are defined as:

The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project's outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project's objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as 'what have we achieved?' and 'how do we know?'

Project outputs are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 projects, the Monitoring and Assessment Plan, described in the following section, will explain how the applicant will measure environmental performance. Many projects include multiple activities that will require measurement of several parameters to evaluate overall project performance. Successful applicants must be prepared to demonstrate the success of the project through the development and measurement of the appropriate metrics. These metrics may include acres of habitat restored; measurement-based estimates of pollution load reductions; feet of stream channel stabilized or restored; improved water supply reliability and flexibility; or other quantitative measures or indicators. These and other measures or indicators should be selected to fit the performance evaluation needs of the project. If a project is likely to

be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

I. Reporting

All projects will be required to provide periodic progress reports during implementation of the project and a final report prior to project completion. Specific reporting requirements will be included in the grant agreement. Among other requirements, all such reports will include an evaluation of project performance that links to the project's performance measures. The final report will include, among other things, a discussion of findings, conclusions, or recommendations for follow-up, ongoing, or future activities.

J. Performance Monitoring and Assessment

All Category 2 implementation grant proposals must include a monitoring and assessment plan that explains how the ecosystem and/or watershed benefits of the project will be measured and reported. The monitoring and assessment plan will vary depending on the scope and nature of the project. A key attribute will be the inclusion of project-specific performance measures that will be used to assess progress toward achieving the project's stated objectives.

The monitoring plan should include the following elements:

- What will be monitored and linkages to Performance Measures Table (Appendix D);
- Monitoring objectives;
- Clearly stated assessment questions;
- The specific metrics that will be measured and the methods / protocol(s) that will be used;
- Linkages to relevant conceptual model(s);
- The timeframe and frequency of monitoring (including pre- and post-project monitoring, and opportunities to extend beyond the life of the grant);
- The spatial scope of the monitoring effort;
- Quality assurance/quality control procedures;
- Compliance with all permit requirements for monitoring activities (Scientific Collecting Permits, incidental take permits for listed species, etc.);
- Description of relationships to existing monitoring efforts; and
- How the resulting data will be analyzed, interpreted and reported.

Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan's adaptive management framework.

Data Collection and Management

Each proposal must describe how data and other information generated by the project will be collected, handled, stored, and shared. Monitoring and assessment plans should incorporate standardized approaches, where applicable, into their monitoring plans and evaluate opportunities to coordinate with existing monitoring efforts or produce information that can readily be integrated into such efforts. Applicants are required to upload all relevant information to EcoAtlas. Links to these items are listed in Appendix B: Key State, Federal, and

Regional Plans. Environmental data and information collected under these grant programs must be made visible, accessible, and independently understandable to general users in a timely manner, except where limited by law, regulation, policy, or security requirements. Unless otherwise stipulated, all data collected and created is a required deliverable and will become the property of the Conservancy.

Types of standardized methods and related data portals include:

- Water quality, toxicity, and bioassessment data: SWAMP for data collection, CEDEN for data reporting
- Coastal salmonids: California Coastal Monitoring Program for both methods and reporting
- Wetland and riparian restoration: WRAMP framework for data collection, EcoAtlas for data reporting

Additional specifications of relevance to water quality and wetland and riparian restoration data are described below.

Surface Water Monitoring Data

If applicable, applicants should incorporate standardized approaches for data collection. If the project includes water quality, toxicity, and/or bioassessment monitoring data collection, it shall be collected using standardized approaches such as SWAMP and reported to the California Environmental Data Exchange Network [CEDEN] for surface water data (CWC §79704). The grantee shall be responsible for uploading the data and providing a receipt of successful data submission, generated by CEDEN, to the grant manager prior to submitting a final invoice. Guidance for submitting data, including minimum data elements, data formats, and contact information for the Regional Data Centers, is available on the CEDEN website. For more information, please see the CEDEN website (Appendix B).

Wetland and Riparian Restoration Data

Wetland and riparian restoration projects shall collect and report project and monitoring data in a manner that is compatible and consistent with the Wetland and Riparian Area Monitoring Program (WRAMP) framework and tools administered by the California Wetlands Monitoring Workgroup (CWMW) of the Water Quality Monitoring Council. The framework can be used to decide on the kinds of data to collect based on how they will be used. The tools include the California Aquatic Resource Inventory for classifying the distribution and abundance of wetlands throughout the state, rapid assessment tools, such as the California Rapid Assessment Method, for assessing the overall condition of wetlands, and EcoAtlas for tracking project information and aggregating and visualizing data from multiple sources. For more information, please see the *California Wetlands Monitoring Workgroup* website (Appendix B). Monitoring data shall be uploaded to statewide data systems, as applicable, in a manner that is compatible and consistent with the WRAMP framework.

Wetland and riparian restoration project data shall be uploaded to EcoAtlas. For the purpose of this requirement, examples of project data include project proponent, project name, location (e.g., latitude/longitude, project boundary), pertinent dates (e.g., site construction), activity type (e.g., restoration), and habitat type and amount. For additional information, refer to the “Project Tracker” online tool on the EcoAtlas website.

K. Adaptive Management

Adaptive management is the framework for taking actions to achieve desired outcomes through an iterative learning process that advances scientific understanding and helps adjust operations. Adaptive management acknowledges uncertainty, and it promotes flexible decision making that can be adjusted in the face of uncertainties as outcomes from management actions and other events, such as climate change, become better understood. Successful adaptive management includes involving stakeholders early in the process, and is not a “trial and error” approach but rather a means to more effective decision-making and enhanced benefits. Applicants are required to develop and utilize science-based adaptive management frameworks for ecosystem restoration and watershed management actions that are consistent with the Delta Plan’s adaptive management framework, found here:

http://deltacouncil.ca.gov/sites/default/files/documents/files/AppA_Adaptive%20Management_Nov2012.pdf.

Applicant submitting full proposals for Category 2 implementation projects will be required to describe their adaptive management plan. An adaptive management plan creates a mechanism for testing uncertainties and assumptions about a project’s outcomes by using monitoring data, and then adjusting long term management to reflect lessons learned. Applicants must describe how the project will incorporate information provided in the performance measures table, monitoring and assessment plan and the long-term management and maintenance plan into an adaptive management plan, and how this adaptive management plan will persist beyond the award period. The adaptive management plan should describe how uncertainty will be accommodated and how challenges will be responded to. A complete adaptive management plan will include the steps found in the Plan-Do-Evaluate and Respond framework set forth in the Delta Plan.

A complete adaptive management plan should include the following steps:

- What is the defined/redefined problem?
- What are the established goals and objectives?
- What mathematical or conceptual models are being used to link goals and objectives to proposed actions?
- How are actions selected and what performance measures are put in place?
- How will selected actions be designed and implemented?
- How will designed and implemented actions be monitored?
- How will results of the selected actions be analyzed, synthesized, and evaluated?
- How will results be communicated, and to whom?
- What steps are needed to adapt to challenges, redefine the problem(s), and to move forward with the project?

L. Long-Term Management and Maintenance

The goal of long-term management and maintenance is to foster the long-term success of the project and long-term viability of the site's natural resources. Applicants submitting full proposals for Category 2 implementation projects must describe future management and maintenance activities beyond the award period, and how the project will deliver sustainable outcomes in the long-term through appropriate stewardship. Applicants will be asked to explain their long-term management and maintenance plan for the project, including who will manage the project, how the project will be maintained, how management and maintenance will be funded, and how long term management will be integrated into the project's adaptive management plan. A long term management and maintenance plan should document how the site will be managed for at least 15 years. Properties restored, enhanced, or protected, and facilities constructed or enhanced with funds provided by the Conservancy shall be operated, used, and maintained consistent with the purposes of the grant.

M. Land Tenure

Category 2 projects must submit documentation showing that they have adequate tenure to, and site control of, the properties to be improved or restored, including adequate control for maintenance of the project for a minimum of 15 years. If the applicant does not own the land on which the project will be implemented, a landowner access agreement will be required as a condition of the grant agreement and must be executed and recorded before funds are disbursed. Grantees may assign without novation the responsibility to implement, monitor, and maintain a project. A sample landowner access agreement template can be found on the Conservancy's website. Grantees opting not to use the template must submit an alternate agreement that conforms to the terms of the template,

N. Land Acquisitions

The Conservancy may recommend awards up to \$3,000,000 for a land acquisition project. Acquisition costs may include personnel time, appraisal and appraisal review, due diligence costs, closing costs, and the purchase of real property. In total, appraisal and appraisal review, personnel time, due diligence costs, and closing costs may not exceed ten percent of the land acquisition cost that is being requested from the Delta Conservancy. Note that the land acquisition cost may not be factored into the indirect cost calculation. Funding will be dispersed quarterly in arrears for all costs save for the acquisition of property, for which funds will be transferred into escrow once all requirements have been met. The Conservancy will not directly pay the Department of General Services (DGS) to review and approve the required appraisal; the grantee must pay DGS directly for this expense and seek reimbursement from the Conservancy.

Acquisition projects must adhere to the following requirements:

- Property must be acquired from a willing seller and in compliance with current laws governing acquisition of real property by public agencies¹ in an amount not to exceed Fair Market Value, as approved by the State.
- If a signed purchase and sale or option agreement is unavailable to be submitted with the application, a Willing Seller Letter is required from each landowner indicating they are a willing participant in the proposed real estate transaction. The letter should clearly identify the parcels to be purchased and state that “if grant funds are awarded, the seller is willing to enter into negotiations for sale of the property at a purchase price not to exceed fair market value.”
- Once funds are awarded and an agreement is signed with the Conservancy, another property cannot be substituted for the property specified in the application. Therefore it is imperative that the applicant demonstrate that the seller is negotiating in good faith, and that discussions have proceeded to a point of confidence.
- DGS must review and approve all appraisals of real property.

Proposals for acquisition of real property must address the following, as required by section 32364.5 (b) of the Conservancy’s enabling legislation:

1. The intended use of the property.
2. The manner in which the land will be managed.
3. How the cost of ongoing operations, maintenance, and management will be provided, including an analysis of the maintaining entity’s financial capacity to support those ongoing costs.
4. Grantees shall demonstrate, where applicable, how they will provide payments in lieu of taxes, assessments, or charges otherwise due to local government.

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

- A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)
- Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
- Appraisal or Estimation of Fair Market Value
- Map showing lands that will be acquired, including parcel lines and numbers

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

¹ Government Code, Chapter 16, Section 7260 et seq.

O. Federal and Local Cost Share and State-Leveraged Funds

The Conservancy will provide points to proposals with a federal, local, or private cost share component (other state funds may not count toward the cost share). Cost sharing is the portion of the project not borne by the Conservancy's grant monies. Cost sharing encourages collaboration and cooperation. Applicants are encouraged to develop a cost share program to support their project. Only cost share commitments made explicitly for the project may count toward the cost percentage for grant proposal and ranking purposes. Applicants stating that they have a cost share component must have commitment letters from cost share partners at the time the full proposal is submitted and include letters of commitment as part of the proposal requirements.

At both the concept and full proposal stages, for every 10 percent of cost share, a project will score one point, to a maximum of five points. Up to 50 percent of a cost share may be in-kind. For example, if the cost share is \$50,000, \$25,000 of that may be from in-kind sources. All in-kind cost share must be matched with cash at a one-to-one ratio. For projects without any cash match, in-kind cost share will not be calculated into the project's cost share score. Cost share will be calculated by dividing the total eligible cost share (only that from federal, local, or private sources, with all in-kind matched one-to-one with cash) by the total dollar amount requested from the Conservancy.

The Conservancy will also provide points (see evaluation criteria) for proposals that leverage state funds for multi-benefit projects. These projects must support multiple objectives as identified in various planning documents (see Appendix B). State funds may not count toward the cost share. Applicants stating that they are leveraging other state funds must have commitment letters from leverage partners at the time of the full proposal.

P. Consultation and Cooperation with State and Local Agencies and Demonstration of Local Support

In compliance with the Conservancy's governing statute (Public Resources Code Section 32363) and Prop. 1, local government agencies—such as counties, cities, and local districts—will be notified by the Conservancy about eligible grant projects being considered for funding in their area. The Conservancy shall coordinate and consult with the city or county in which a grant is proposed to be implemented or an interest in real property is proposed to be acquired, and with the Delta Protection Commission. The Conservancy will also coordinate with the appropriate departments in state government that are doing work in the Sacramento-San Joaquin Delta, including the Central Valley Flood Protection Board. For all applications under consideration, Conservancy staff will also notify the applicable public water agency, levee, flood control, or drainage agency (when appropriate), and request comments within 15 business days following notification. The individual Conservancy Board members representing each of the five Delta counties will also be notified at this time and may wish to communicate with the affected entities as well.

The Conservancy will work with the grantee to make all reasonable efforts to address concerns raised by local governments. Please note that it is also the applicant's responsibility to contact, seek support from, and coordinate with applicable state agencies, cities, counties, and local districts. If an applicant has a project-specific resolution of support from the affected city or

county and local district, it should be included in the application package in order to facilitate the overall assessment process.

Q. Grant Provisions

For each awarded grant, the Conservancy will develop an individual grant agreement with detailed provisions and requirements specific to that project. Please be aware that if you are authorized to receive a grant from the Conservancy, the provisions listed below will apply:

- Actual awards are conditional upon funds being available from the State.
- Grant eligible costs may be incurred by the grantee only after the grantee has entered into a fully executed agreement with the Conservancy; only these costs will be eligible for reimbursement.
- For all Category 2 implementation projects, adequate proof of land tenure allowing the grantee to access property to construct and maintain the proposed project must be in place prior to the dispersal of funds.
- Grant eligible costs will only be paid in arrears on a reimbursement basis, require supporting documentation upon request, and may be subject to audit (see Appendix H).
- Grantees will not be paid if any of the following conditions occur:
 - the applicant has been non-responsive or does not meet the conditions outlined in the grant proposal and grant agreement;
 - the project has received alternative funding from other sources that duplicates the portion or work or costs funded by a Conservancy grant;
 - the project description has changed and is no longer eligible for funding; or
 - the applicant requests to end the project.

Proposal Solicitation

A. Application, Review and Selection Process

The Delta Conservancy runs a two-part proposal solicitation process. Concept proposals are invited from any eligible applicant. Concept proposals are scored by Conservancy staff, and those only those projects that meet or exceed the minimum point threshold at the concept proposal stage are invited to submit full proposals.

The following steps will be followed during a grant cycle:

Concept Proposal

- The Conservancy will hold a proposal submission workshop. Questions received at the proposal submission workshop, or subsequently over the phone or via email, and staff's response will be posted on the Conservancy's Prop. 1 Grant Program web page to assist others with similar questions.

- If potential applicants have questions that are not answered on the Conservancy's Grant Program web page or via the proposal submission workshop, potential applicants are encouraged to contact Conservancy grant staff before submitting a proposal. Once a proposal has been submitted, Conservancy staff will only be able to provide status updates.
- Potential applicants will submit a concept proposal. Only proposals submitted prior to the submission deadline will be considered.
- The concept proposals will be reviewed for administrative and technical purposes as outlined in the concept proposal evaluation criteria. If the concept proposal is complete, meets all concept proposal requirements, and scores a minimum of 75 points, a full proposal will be requested.

Full Proposal

- Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal. Only full proposals submitted prior to the submission deadline will be considered.
- The full proposals will be reviewed and scored by the Conservancy grant team according to the proposal evaluation criteria below. Conservancy staff will conduct a project site visit with each eligible applicant.
- The full proposals will also be reviewed by an independent professional review panel made up of state and federal agency technical experts. The professional review panel will provide an additional independent review of staff's evaluation and scoring.
- Following professional review, the staff team will assign final scores to each application.
- The final score will be posted on the Conservancy's website for final Board approval at a public meeting. Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.
- The Board action will involve ratification of the projects' scores and action on staff's funding recommendation. Applicants and members of the public will have the opportunity to appear before the Board at this time.
- If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursement.

A score of 75 points during either the concept or full proposal stage does not guarantee that a grant award will be made or that a project will receive all of the requested funding. Funding recommendations and decisions will be based upon the scores received, the reasonableness of the costs, as well as the diversity of the types of projects and their locations, which together will

create the maximum ecosystem benefit within the Delta as a whole. When eligible projects (those receiving at least 75 points) exceed the amount of funds available in the funding cycle, the Conservancy may choose not to fund some of the eligible projects or to award partial funding. The Board may, within its discretion, approve a conditional award of funds as needed to allow an applicant to complete administrative steps, or a reservation of funds to accommodate pending compliance actions (e.g., CEQA).

If a project scores 75 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.

Proposals and scoring information will be made available upon request.

B. Grant Cycle and Important Dates

The Conservancy's grant cycle is approximately 9 months long. Concept proposals are solicited in the fall, full proposals are invited in the winter, and funding is awarded the following spring. If all funds during a fiscal year are expended but proposals have been submitted that otherwise could be approved for funding, these proposals may be held and re-considered during the next grant cycle. All dates for the Conservancy's 2016-2017 grant cycle are subject to change. Please check the Prop. 1 Grant Program web page for the most up-to-date information.

Important dates for the 2016-17 grant cycle are:

- Concept Proposal Solicitation – September 1, 2016 - September 30, 2016
- Full Proposal Solicitation – November 28, 2016 – January 13, 2017
- Board Approval of Full Proposals – April 26, 2017

C. Evaluation Criteria for Concept Proposal

Conservancy staff will determine the eligibility of a concept proposal using the criteria outlined below. If a concept proposal passes all three eligibility criteria, its merit will be evaluated by Conservancy staff using the concept proposal criteria listed below.

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned if the project meets all of the criteria as listed, or if the project could meet all of the criteria with minimal modifications. Projects that pass the eligibility review but require modifications to be eligible will be notified about eligibility requirements if they are invited to submit a full proposal. Eligibility will be reassessed during the full proposal review process.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.

2. Will the project produce ecosystem and/or water quality and/or agricultural sustainability benefits?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

Staff will score projects based on the evaluation criteria below. If a project scores a minimum of 75 points (out of 100), a full proposal will be requested. The number in parentheses reflects the maximum number of points allocated to each criterion.

Project Description and Organizational Capacity (12 points)

1. The degree to which the project description clearly explains the location, need, goals and objectives, tasks, deliverables, and budget for the project, as well as the related experience and qualifications of all parties working on the project.

State Priorities/Project Benefits (25 points)

2. (a). For Category 1 projects, the degree to which the project considers climate change, and the degree to which the specific, on-the-ground project for which planning is being conducted will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans.
2. (b). For Category 2 projects, the degree to which the project integrates climate change considerations, and the degree to which it will yield multiple benefits that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans .

Readiness (15 points)

3. (a) For a Category 1 project, the degree to which the proposal demonstrates how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed.
3. (b). For a Category 2 project, the degree to which planning is complete and the project is ready to begin.

Local Support (20 points)

4. (a). For Category 1 projects, the degree to which potentially affected parties will be informed and consulted as part of the planning process, and the degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.
4. (b). For Category 2 projects, the degree to which potentially affected parties have been informed and consulted, and the degree to which the project has local support, is

consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships.

Scientific Merit and Performance Measures (20 points)

5. (a). For Category 1 projects, the extent to which the scientific basis of the proposed project is clearly described, adaptive management is addressed, and to which outputs and outcomes are presented.
5. (b). For category 2 projects, the extent to which the scientific basis of the proposed project is clearly described, and to which outputs, outcomes, and a plan for tracking performance are described. Applicants should outline a monitoring framework for measuring progress toward achieving stated objectives and outcomes, and discuss how adaptive management will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used.

Funding: Cost Share and Leveraging (8 points)

6. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits. For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5 points)
7. The degree to which the project leverages other state funds. (3 points)

D. Evaluation Criteria for Full Proposal

Eligibility Review

Conservancy staff will assess a project's eligibility based on the three criteria below, assigning a pass or fail for each criterion. A passing score will be assigned only if the project meets all of the criteria as listed.

Eligibility Criteria (Pass/Fail)

1. Will the project result in the construction, acquisition or long term improvement of a capital asset or is the project a planning effort that will lead to such project? A capital asset is tangible physical property that has a useful life of at least fifteen years.
2. Will the project produce ecosystem and/or water quality benefits and/or agricultural sustainability?
3. Is the project consistent with Proposition 1, the California Water Action Plan, the Conservancy's enabling legislation, and the Delta Plan?

Evaluation and Scoring

If a concept proposal scores a minimum of 75 points and a full proposal is invited, full proposals will be evaluated using the following criteria (for a maximum of 100 points). Projects will need a score of 75 points or better to be considered for funding.

Project Description and Organizational Capacity

1. Does the applicant provide a clear description of the project that addresses the need for the project, and project goals and objectives, tasks, deliverables, and budget? How well can the applicant manage and complete the proposed project considering related experience, staff qualifications and knowledge; and what is the applicant's performance on prior federal or state assistance agreements awarded in the past three years? Does the project description include a detailed project plan or implementation schedule; and budget with reasonable costs and clear identification of grant funds and cost share contributions? For acquisition projects, has the applicant satisfactorily provided all required additional information? (10)

State Priorities/ Project Benefits

2. (a). For Category 1 projects, how well does the specific, on-the-ground project for which planning is being done demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans) (15).
2. (b). For Category 2 projects, how well does the project demonstrate consistency with Prop. 1 and State priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans? Where relevant, projects should demonstrate consistency with regional plans (see Appendix B for a list of relevant plans). For acquisition projects, does the proposal address the factors required by the Conservancy's enabling legislation? (15)
3. (a). For Category 1 projects, does the applicant explain how the planning effort will include efforts to develop a plan to maintain environmental benefits for the required minimum of 15 years, and for developing and implementing an adaptive management plan? (5)
3. (b). For Category 2 projects, how well does the applicant demonstrate plans for long-term management and sustainability of the project for the required minimum of 15 years or longer, and how for the implementation of an adaptive management plan as required and defined in the Delta Plan? (5)
4. (a). For Category 1 projects, the extent to which the project considers climate change, and provides a mechanism for incorporating climate change considerations into the planning process. (5)
4. (b). For Category 2 projects, the extent to which the project integrates climate change considerations. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (5).

Readiness

5. (a). For Category 1 projects, how well does the proposal demonstrate how the proposed planning activities will advance the project toward implementation in a timely manner, and how previous and subsequent phases will ensure that environmental compliance and all data gaps are addressed? (15)
5. (b). For Category 2 projects, how complete is project planning, what is the status of CEQA and permitting efforts, and when will the project be ready to begin implementation? (15)

Local support

6. How well does the applicant demonstrate that they have local support? Full point will be provided only if a resolution of support from the County is included. (7)
7. To what extent has the applicant developed appropriate and necessary partnerships to help implement the project, and, if applicable, has the project been incorporated into larger plans or existing partnerships? (5)
8. (a). For Category 1 projects, how well does the proposal demonstrate plans inform and consult potentially affected parties, and to avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)
8. (b). For Category 2 projects, has the applicant informed and consulted potentially affected parties, how consistent is the project with similar efforts on nearby or surrounding lands, and how well does the project avoid, reduce, or mitigate conflicts with existing and adjacent land uses? (5)

Funding: Cost Share and Leveraging

9. Does the project develop a cost share with private, federal, or local funding to maximize benefits? For every 10 percent of cost share, a project will score one point for this evaluation criterion, to a maximum of 5 points. (5)
10. Does the project leverage other state funds? (3)

Scientific Merit and Performance Measures

11. How well does the applicant explain the scientific basis of the proposed project and the degree to which best available science has been adopted? If scientific basis is not relevant for this project (e.g., a sustainable agriculture project), what is the extent to which best industry practices are used, and to which the impacts of climate change are vetted? (10)
12. (a). For Category 1 projects, how clear are the project's outputs and outcomes, and how well does the proposal demonstrate a plan for tracking progress toward stated performance measures? (10)
12. (b). For Category 2 projects, how clear are the project's outputs and outcomes, and how well does the proposal demonstrate a plan for measuring, monitoring, tracking, and

reporting progress toward achieving these results? To what extent does the proposal demonstrate a plan and approach for collecting and managing data consistent with existing State efforts, and for reporting project results or methods to private, State, and/or local government agencies beyond their own organization? (10)

13. How well does the project employ new or innovative technology or practices, including decision support tools? If an agricultural sustainability proposal, how well does the project vet the relevancy and applicability of new or innovative technology or practices (5).

Application Process

This section describes the information and documents that must be submitted for both a concept and a full proposal.

A. Concept Proposal Instructions

Please read the instructions below to submit a complete, clear, and responsive concept proposal. All files should be submitted electronically one of two ways: 1) via email to prop1grants@deltaconservancy.ca.gov ; or 2) via USB or CD and mailed or hand delivered to 1450 Halyard Drive, Suite 6, West Sacramento, CA 95691. The concept proposal should not exceed ten pages (not including the application form, budget, and support letters).

Concept Proposal Application Form

The form (please see Appendix C) should be completed with additional pages for the items listed below. Please use at least 11-point standard font, single line spacing with one-inch page margins. The following information will be scored using the concept proposal evaluation criteria.

a. Applicant Information

Applicant must list its organizational/agency name, address, the primary contact's name and contact information, and the organization's federal tax ID number. Applicant must also identify the type of organization it is.

b. Project Information

Applicant must provide specific information about the project. Name, location (county, city/community, and any information that is more specific to the project site), proposed start date, and the estimated completion date.

Project Description and Organizational Capacity

Provide a clear, detailed description of the project proposed for Conservancy funding. Include:

- Location of project,
- Specific need for the project,
- The project's goals and objectives,
- Specific tasks that will be undertaken,

- Work products or deliverables, and
- Experience and qualifications of all parties working on the project.

State Priorities/Project Benefits

Demonstrate that the project will yield multiple benefits that are aligned with state priorities. Describe how the project's outcomes are consistent with the following:

- Proposition 1
- California Water Action Plan
- The Conservancy's enabling legislation
- The Conservancy's strategic plan
- The Delta Plan
- Applicable recovery plans and other related efforts

Category 1 projects should describe the consistency of the specific, on-the-ground project for which planning is being conducted. Projects selected to submit a full proposal will be required to substantiate this consistency.

Also, describe how climate change considerations are being taken into account. For planning projects, note how climate change will be considered as part of the planning process. For implementation projects, describe any risks posed by climate change and how the project has been designed to mitigate those risks, and explain any projected climate-related impacts or benefits of the project. If these are not relevant for this project (e.g., a sustainable agriculture project), then describe how best industry practices have been incorporated.

Readiness

Describe the readiness to proceed with the project, indicating any work that has already been done and any additional work that will need to be done:

- Discuss the readiness of the project to begin.
- For planning projects, describe how the proposed planning activities will advance the project toward implementation.
- List any data needs or identified data gaps, and a process for addressing them.
- Describe any permits and landowner agreements that will be required, if applicable. This includes the status of CEQA compliance.
- Discuss the status of cost share efforts, including the leveraging of state funds.

Local Support

List individuals and organizations who will be participating in the project, cooperating (providing guidance, etc.), and supporting the project (not actively engaged, but aware of the project and supportive). Describe how you have informed and consulted with affected parties and/or incorporated good neighbor practices into the project. For Category 1 projects, describe how affected parties will be informed and consulted during the planning process, if they have not been already. Discuss how projects are consistent with similar efforts in surrounding areas, and integrated into larger plans and partnership. Applicants should include letters of support from applicable local government agencies, and should consult with the Delta Protection Commission (letters do not count toward ten page maximum).

Scientific Merit and Performance Measures

Describe the scientific basis of the proposed project and how best available science and adaptive management practices have or will be integrated into the project and implemented. Include a general description of project outcomes and outputs, describing the benefits they will yield. For Category 2 projects, describe the approach to measuring and reporting the project's effectiveness, including how successes will be quantified.

Funding Request and Budget

Applicant must provide information about the total project cost as well as the amount requested from the Conservancy. Information about cash and in-kind contributions, including sources, must also be included. For Category 2 grants, planning and monitoring costs may not exceed 20 percent. Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy. Please use the Concept Proposal Budget Template in Appendix C. Explain how budget items in the attached table align with project tasks described in the project description. Include grant management and reporting, and performance measure tracking costs in the total funding request.

B. Full Proposal Instructions

As described in the preceding section, all prospective applicants are required to submit a concept proposal. An applicant will be invited to submit a full proposal if the concept proposal has met all of the criteria and receives the minimum score. Only applicants invited to submit a full proposal will be reviewed and considered.

Applicants who are invited to submit a full proposal will be sent proposal submission instructions, which will include a fillable PDF application form and other required attachments. Prospective applicants should be prepared to submit the following information in a full proposal.

Authorization or Resolution to Apply

Applicants will be required to provide a copy of documentation authorizing them to submit an application for grant funding to the Conservancy. A project-specific governing board resolution is required for nonprofit organizations, tribes and local government agencies. However, if the organization's governing board has delegated authority to a specific officer to act on behalf of that organization, that officer may, in lieu of a resolution, submit a letter of authorization along with documentation of the delegated authority. The documentation of delegated authority must include the language granting such authority and the date of delegation.

For both letters and resolutions, the authorized representative may be a particular person (or persons) or a position (or positions). The advantage of having a position named as the authorized representative is that a new letter or resolution would not be required should the person currently holding the position change. In lieu of a resolution, state and federal agencies may submit a letter authorizing the application. The letter must be on the agency's letterhead, and must identify the position (job title) of the authorized representative.

Documents Required of Nonprofit Applicants

Nonprofit applicants are required to submit Articles of Incorporation, IRS letters, and signed Bylaws. If a nonprofit organization has submitted these documents to the Conservancy in prior funding cycles and its status has not changed, the applicant should notify Conservancy staff. If

these documents are not already on file at the Conservancy, they must be submitted to the Conservancy if invited to submit a full proposal.

A nonprofit must meet eligibility requirements at the time of concept proposal submittal. Nonprofits incorporated outside of California must submit documentation from the California Secretary of State at the time of the application showing that they are permitted to do business in the State of California.

As required by statute, an eligible nonprofit organization is one that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code and has charitable purposes that are consistent with the purposes of the Conservancy.

Documents Required of Public Utility

Public utilities regulated by the Public Utilities Commission must demonstrate that it has a clear and definite public purpose and that benefits the customers and not the investors.

Documents Required of Native American Tribe

Native American tribes must show proof of its inclusion on the National Heritage Commission's California Tribal List, or proof of federal recognition.

Documents Required of Mutual Water Company

Mutual water companies are required to submit a document that demonstrates a clear and definite public purpose and that it benefits the customers of the water system and not the investors.

Urban water suppliers must submit its urban water management plan in accordance with the Urban Water Management Planning Act (Part 2.6 (commenting with Section 10610) of Division 6).

Agricultural water suppliers must submit its agricultural water management plan in accordance with the Agricultural Water Management Planning Act (Part 2.8 (commencing with Section 10800) of Division 6).

Urban water suppliers and agricultural water suppliers must show proof of how it complies with the requirements of Part 2.55 (commencing with Section 10608) of Division 6).

Supplemental Documents

a. Partner and Community Letters of Support

Provide letters of support for the project, including support and commitment letters from partners providing a cost share, and from the landowner of the project site, if the applicant is not the landowner. If applicable, applicants are strongly encouraged to provide a letter of support from the entity providing water for a Category 2 implementation project.

b. Resolutions of Support from Applicable Local Government Agencies

Provide resolutions of support for the project from the county/counties in which the project is located.

c. Consultation with the Delta Protection Commission

Provide proof that the Delta Protection Commission has been consulted about the proposed project.

d. Proof of Consultation with the California Conservation Corps

For Category 2 implementation projects, provide proof that the Corps have been consulted about the proposed project. See Appendix E for guidance and requirements necessary to ensure compliance with this provision.

e. Information Required for Acquisition Projects

For projects that propose to acquire an interest in real property, the following information is required at the time of application:

1. A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule (see Appendix G for a sample table)
2. Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
3. Appraisal or Estimation of Fair Market Value
4. Map showing lands that will be acquired, including parcel lines and numbers

Acquisition projects will be subject to a specific set of requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix F.

f. Maps, Photos, and Site Plans

Project Location Map

Provide a map identifying the project site. The map should provide sufficient detail to allow a person unfamiliar with the area to locate the project. Applicants are encouraged to provide a satellite image or aerial photograph as the background of the map, if available.

Parcel Map with County Assessor's Parcel Number(s)

For all acquisition projects (required), and as applicable for other projects, provide an Assessor's Parcel Map of the project area with the parcel(s) identified by parcel number.

Topographic Map

If applicable, submit a topographic map (preferred 1:24,000 scale) that is detailed enough to identify the project area and elements as described in the project description narrative.

Photos of the Project Site

If applicable, submit no more than 10 photos showing the area(s) to be restored, protected, or acquired. Photos should be appropriately captioned for greatest usefulness.

Site Plan

If applicable, provide a drawing or depiction indicating scale, project orientation (north-south), what work the grantee will accomplish, where the work will be done and the approximate square footage of any improvements that are part of the grant scope. The plan should also indicate access points to the site.

g. Regulatory Requirements/Permits

Provide a list and descriptions of existing and additional required permits for the project. If not applicable, declare that permits are not applicable, and provide the reason(s) why. The applicant will be required to certify that it understands that it is its responsibility to comply with all federal, state and local laws that apply to the Project.

At the time of application, the applicant must identify who it believes is the lead agency for the project and how it intends to comply with CEQA. If the Delta Conservancy will be the lead agency, the applicant should indicate whether the project is exempt and provide an explanation. If the project is not exempt, the Delta Conservancy will have to complete the necessary CEQA documentation. If another agency is the lead agency and has completed its CEQA process, the applicant shall provide documentation showing that the lead agency has found the project to be exempt or copies of all environmental documents and findings made by the lead agency. Applicants should ensure that all environmental documents are current enough to describe the current environmental conditions. If the lead agency has not completed its CEQA process at the time of application, the applicant shall indicate when it anticipates CEQA to be complete. The Conservancy cannot approve a Category 2 grant until the required CEQA documents have been completed and the necessary findings made

If NEPA is applicable to the proposed project, the applicant must complete the NEPA section of the CEQA/NEPA compliance form. Please check the box that describes the NEPA status of the project and complete the documentation component of the form. Applicants should also submit any permits, surveys, or reports that support the NEPA status including any adopted and relevant NEPA environmental compliance documents, such as a Record of Decision/Draft and Final Environmental Impact Statement, Finding of No Significant Impact/Environmental Assessment, or a Decision Notice/Categorical Exclusion.

Appendices

Appendix A: Glossary of Terms

Adaptive Management - a framework and flexible decision making process for ongoing knowledge acquisition, monitoring, and evaluation leading to continuous improvements in management planning and implementation of a project to achieve specified objectives.

Application – The individual application form and its required attachments for grants pursuant to the Conservancy’s Ecosystem Restoration and Water Quality Grant Program.

Best Available Science - Science with the following elements: (a) well-stated objectives; (b) a clear conceptual or mathematical model; (c) a good experimental design with standardized methods for data collection; (d) statistical rigor and sound logic for analysis and interpretation; and (e) clear documentation of methods, results, and conclusions.

Best Industry Practices - A best practice is a method or technique that has consistently shown results superior to those achieved with other means, used as a benchmark or standardizes, the most efficient and effective way to accomplish a desired outcome. A best practice is used to describe the process of developing and following a standard way of doing things that multiple organizations can use.

CEQA – The California Environmental Quality Act as set forth in the Public Resources Code Section 21000 et seq. CEQA is a law establishing policies and procedures that require agencies to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental and historical resources that may occur as a result of a proposed project to be undertaken, funded, or approved by a local or state agency. For more information, refer to <http://resources.ca.gov/ceqa..>

Conservancy – See Sacramento-San Joaquin Delta Conservancy.

Cost Share – The portion of the project borne by private, federal, or locals funds that will supplement the Conservancy’s Prop. 1 funding.

Eligible Costs – Approved expenses incurred by the grantee during the performance period of the grant agreement.

Encroachment Permits - An encroachment permit is a contract between a public agency and an encroachment permit holder, (permittee), that describes the terms and conditions under which the permit holder is granted permissive authority to enter onto a public right-of-way to perform an activity. An encroachment permit grants permission to the permittee or their agent (a contractor) to perform the within the public right-of-way, and assignment to another party is prohibited.

Grant – Funds made available to a grantee for eligible costs during an agreement performance period.

Grant Agreement – An agreement between the Conservancy and the grantee specifying the payment of funds by the Conservancy for the performance of the project scope within the specific performance period.

Impaired Waterbody – A waterbody listed on Federal Clean Water Act Sec. 303(d). A waterbody (i.e., stream reaches, lakes, waterbody segments) with chronic or recurring monitored violations of the applicable numeric and/or narrative water quality criteria.

Indirect Costs – Indirect costs include any expense which does not relate directly to project implementation. Indirect costs may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses).

In-kind Contributions – Non-monetary donations that are used on the project, including materials and services. These donations shall be eligible as “other sources of funds” when providing budgetary information on grant applications.

Lead Agency - The public agency which has the principal responsibility for carrying out or approving a project under CEQA (see <http://resources.ca.gov/ceqa/guidelines/art20.html>).

Monitoring Activities – The collection and analysis of observations or data repeated over time and in relation to a conservation or management objective.

Natural System Functions - Features of wetlands, waterways, riparian areas and other vegetation that enable them to function as a natural system. Good practices can help in restoring natural system functions such as reducing surface run-off; filter sediments, nutrients and chemicals; provide habitat for fish and animals, native plants and create suitable habitat for nesting sites on wetlands

Nonprofit Organization – A private, nonprofit organization that qualifies for exempt status under Section 501(c)(3) of Title 26 of the United States Code, and whose charitable purposes are consistent with those of the Conservancy as set forth in Public Resources Code Section 32320 et seq.

Outcomes – The benefits or long-term changes that are sought from undertaking the project. They are achieved from the utilization of the project’s outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project’s objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as ‘what have we achieved?’ and ‘how do we know?’

Outputs - Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes.

Performance Measure – A quantitative measure agreed upon by the Conservancy and grantee to track progress toward project objectives and desired outcomes.

Planning Activities – Initial project development work, including but not limited to permits, mapping, partner coordination, and planning exercises. Planning activities must have a direct link and provide a direct path to future on-the-ground activities.

Pollutant – As defined in Clean Water Act Sec. 502(6), a pollutant means dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.

Pollution – The man-made or man-induced alteration of the chemical, physical or radiological integrity of water.

Protection - Action taken, often by securing a conservation easement, to ensure that habitat or conservation values are maintained.

Public Agencies – Any city, county, district, or joint powers authority; state agency; public university; or federal agency.

Reasonable Costs – Costs that are consistent with what a reasonable person would pay in the same or similar circumstances.

Responsible Agency - Includes all public agencies other than the Lead Agency which have discretionary approval power over the project under CEQA (see <http://resources.ca.gov/ceqa/guidelines/art20.html>).

Restoration - Habitat is considered restored when actions have been taken that re-establish or substantially rehabilitate that habitat with the goal of returning natural or historic functions and characteristics.

Sacramento-San Joaquin Delta – The confluence of the Sacramento River and San Joaquin River basins, forming an inland delta.

Sacramento-San Joaquin Delta Conservancy - As defined in Public Resources Code Section 32320, the Conservancy acts as a primary state agency to implement ecosystem restoration in the Delta and support efforts that advance environmental protection and the economic well-being of Delta residents. The Conservancy's service area is the statutory Delta (see Water Code Section 12220) and Suisun Marsh.

Statutory Delta – As defined in Water Code Section 12220. The legal definition can be found at <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=wat&group=12001-13000&file=12220>. A map of the statutory Delta can be found at <http://mavensnotebook.com/the-bdcp-road-map/environmental-impacts-of-alternative-4/bdcp-eir-ch-13-fig-13-1-statutory-delta/>.

Suisun Marsh – The largest contiguous brackish water marsh remaining on the west coast of North America and a critical part of the San Francisco Bay and Sacramento-San Joaquin River Delta estuary ecosystem. The Suisun Marsh Preservation Act—further defining the Marsh—can be found at http://www.bcdc.ca.gov/laws_plans/suisun_marsh_preservation_act.shtml.

Appendix B: Key State, Federal, and Local Plans and Tools

Links to potentially relevant resources are provided below under the primary authoring agency (in alphabetical order).

Bureau of Reclamation

Suisun Marsh Habitat Management, Preservation, and Restoration Plan. Bureau of Reclamation (2013): http://www.usbr.gov/mp/nepa/nepa_projdetails.cfm?Project_ID=781

California State Parks

Recreation Proposal for the Sacramento-San Joaquin Delta and Suisun Marsh. California State Parks (2011): http://www.parks.ca.gov/pages/795/files/delta%20rec%20proposal_08_02_11.pdf

California Water Quality Monitoring Council

California Wetlands Monitoring Workgroup: http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/

Wetland and Riparian Area Monitoring Plan (WRAMP): http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/index.html#frame

California Aquatic Resources Inventory: www.sfei.org/it/gis/cari

California Rapid Assessment Method: www.cramwetlands.org

EcoAtlas: www.ecoatlas.org

Central Valley Joint Venture

2006 Implementation Plan. Central Valley Joint Venture (2006): <http://www.centralvalleyjointventure.org/science>

Delta Stewardship Council

Delta Plan. Delta Stewardship Council (2013): <http://deltacouncil.ca.gov/delta-plan-0>

Delta Science Plan. <http://deltacouncil.ca.gov/sites/default/files/documents/files/Delta-Science-Plan-12-30-2013.pdf>.

Delta Stewardship Council Covered Actions: <http://deltacouncil.ca.gov/covered-actions>

Department of Water Resources

Department of Water Resources Agricultural Land Stewardship Strategies: <https://agriculturallandstewardship.water.ca.gov/>

Central Valley Flood Protection

Plan: http://www.water.ca.gov/floodsafe/fessro/docs/flood_tab_cvfpp.pdf

Delta Protection Commission

Land Use and Resource Management Plan. Delta Protection Commission: <http://www.delta.ca.gov/plan.htm>

Economic Sustainability Plan for the Sacramento-San Joaquin Delta. Delta Protection Commission (2012): http://www.delta.ca.gov/res/docs/ESP/ESP_P2_FINAL.pdf

National Oceanic and Atmospheric Administration

National Oceanic and Atmospheric Administration's Recovery

Plans: http://www.westcoast.fisheries.noaa.gov/protected_species/salmon_steelhead/recovery_planning_and_implementation/

Natural Resources Agency

Proposition 1: <http://bondaccountability.resources.ca.gov/p1.aspx>;
http://bondaccountability.resources.ca.gov/PDF/Prop1/PROPOSITION_1_text.pdf

California Water Action

Plan: http://resources.ca.gov/california_water_action_plan/Final_California_Water_Action_Plan.pdf

Sacramento-San Joaquin Delta Conservancy

Delta Conservancy's Enabling Legislation: <http://deltaconservancy.ca.gov/about-delta-conservancy>.

2012 Strategic Plan. Sacramento-San Joaquin Delta Conservancy

(2012): http://www.deltaconservancy.ca.gov/sites/default/files/docs/Delta_Conservancy_Strategic_Plan_Designed_20June2012.pdf

State Water Resources Control Board

Surface Water Ambient Monitoring Program:

http://www.waterboards.ca.gov/water_issues/programs/quality_assurance/comparability.shtml.

California Environmental Data Exchange Network: <http://www.ceden.org>

Yolo County

Yolo County Agricultural Economic Development Fund. Consero Solutions

(2014): <http://www.yolocounty.org/home/showdocument?id=26874>

Concept Proposal Budget Template

Include costs for grant management and reporting, and performance measure tracking. All costs should be explained in the proposal.

Budget Category	Total Cost	
	Conservancy	Cost Share (Please note source, and indicate cash or in-kind)
Personnel*		
General Operating Expenses^		
Subcontractors		
Equipment		
Indirect**		
Other		
TOTAL		

*Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

^ General Operating Expenses include travel, meetings, supplies, and other expenses.

** Indirect costs must be directly related to the project and the rate will be calculated up to twenty (20) percent of the project implementation cost. To determine the amount of eligible indirect costs, the applicant must first determine the cost of implementing the project, not including any indirect costs. Once the project implementation cost has been determined, the applicant may calculate indirect costs and include them in the total grant request up to the allowable twenty percent cap. Subcontractors and equipment line items may not be used in calculation of indirect costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for accounting, legal, executive, IT, or other staff who support the implementation of the proposed project but who are not directly billing their time to the project), and office-related expenses (e.g., , insurance, rent, utilities, printing/copying equipment, computer equipment, and janitorial expenses) . These costs are subject to audit and must be documented by the grantee. Indirect expenses may not be added into the hourly rate for personnel billing directly to the grant. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes.

NOTE: Category 1, planning proposals, may use 100 percent of awarded funds for planning activities, however, these planning funds must relate to a future Category 2 and may not exceed 10 percent of the total project funds (Category 1 and Category 2 combined) requested from the Conservancy.

Appendix D: Performance Measures Table

The performance measures are used to track progress of individual projects towards the overall grant objectives of “multibenefit ecosystem and watershed protection and restoration.” Using the table below, applicants must develop environmentally relevant performance measures to which they will be held accountable if funding is awarded. Administrative tasks (such as completion of progress reports, invoices, or other financial or contractual tasks) will be tracked through a schedule of deliverables and regularly submitted reports, and should not be included in the table below. Performance will be tracked by submitting quarterly and annual reports, through field audits, and by regular communication with the Conservancy Project Manager.

The table should be used to link the project’s environmental objectives with outcomes and outputs. An objective may have more than one outcome or output associated with it. For the purposes of this grant program, objectives are specific actions that support the attainment of the project’s goal. Multi-faceted projects will require measurement of several parameters to evaluate overall project performance, including multiple objectives, outcomes, and/or outputs.

Project outcomes track ecological response to a project, and are defined as:

The benefits or long-term ecosystem and watershed changes that are sought from undertaking the project. They are achieved from the utilization of the project’s outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project’s objective(s) have been met. Targeted outcomes will have a measurable benefit and will be used to gauge the success of the project. At the end of the project the measures will help answer such questions as ‘what have we achieved?’ and ‘how do we know?’

Project outputs track project implementation, and are defined as:

Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified outcomes. Project outputs are the things that will be produced as a result of working toward your objective.

For Category 2 implementation projects, the outcomes and outputs should be linked to the tools and methods of measurement described in the Monitoring and Assessment Plan. The Monitoring and Assessment Plan will describe how the applicant will measure and verify a project’s outputs and outcomes. If a project is likely to be deemed a covered action pursuant to CWC Section 85057.5, the applicant should consider the applicability of incorporating Delta Plan performance measures.

In the table below, describe project objectives, outcomes, and outputs that lead to environmental benefits. Note when outputs will be completed (this date should be within the three-year timeframe of a grant agreement). The examples provided below are intended to be illustrative and not prescriptive.

Performance Measures Table. Please fill out with the appropriate information for the project being proposed for funding. The information in the table is an example only.

Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs.</i>	<i>Instructions: Note completion dates within the 3-year duration of the grant agreement.</i>
Example 1. Category 1 Planning Project: Subsidence Reversal Wetlands				
1. Complete all environmental compliance and other planning to prepare for the construction of 500 acres of viable, durable, multi-benefit wetland habitat in the West Delta to benefit wetland-affiliate wildlife and to reverse subsidence in areas at high risk of levee failure.	<p>A. By 20XX, all planning and permits are in place, funding is secured, and the project is ready to break ground.</p> <p>B. By 20XX, construction of 500-ac wetland complex is complete.</p> <p>C. By 20XX, the project is yielding habitat and flood protection benefits.</p>	<p>1.1 Evaluate baseline habitat conditions and document in a report.</p> <p>1.2 Completion of a wetland delineation report.</p> <p>1.3 Completion of 30% and 60% design drawings.</p> <p>1.4 CEQA documents complete.</p>	<p>1.1 Task 2</p> <p>1.2 Task 2</p> <p>1.3 Task 3</p> <p>1.4 Tasks 2, 3, 4</p>	<p>1.1 December 2017</p> <p>1.2 December 2017</p> <p>1.3 March 2018</p> <p>1.4 June 2019</p>
Example 2. Category 2 Implementation Project: Channel Margin Habitat Restoration				
1. Restore 1,000 linear feet of channel margin habitat along denuded channels in the Delta to improve habitat for migratory fish species.	<p>A. By 20XX, salmonids will use restored habitat at the project site for some portion of their life history more frequently than under baseline and reference conditions.</p> <p>B. By 20XX, fish on or adjacent to the project site will have higher food consumption, resulting in higher condition factor and growth rate relative to baseline and reference conditions.</p>	<p>1.1 1,000 linear feet of levee are setback and graded.</p> <p>1.2 1,000 linear feet of channel margin habitat is planted with mixed riparian and upland scrub species.</p> <p>1.3 Post-planting surveys indicate 85% survival of woody and non-woody vegetation.</p>	<p>1.1 Task 2</p> <p>1.2 Task 3</p> <p>1.3 Task 4</p>	<p>1.1 October 2018</p> <p>1.2 October 2019</p> <p>1.3 June 2020</p>
2. Establish 1,000 linear feet of vegetation on the channel-side of levees on Twitchell Island to enhance the habitat	<p>A. By 20XX, 1,000 linear feet of vegetation has been established and provides a corridor of functional channel margin habitat.</p> <p>B. By 20XX, abundance and diversity riparian</p>			

value of the levees.	species at the project site has increased X% over baseline.			
Objective	Outcome	Outputs	Related Tasks	Output Completion Dates
<i>Definition: A specific action that supports the attainment of the project's goal.</i>	<i>Definition: The benefits or long-term ecosystem and/or watershed changes that are sought from undertaking the project.</i>	<i>Definition: Products/deliverables expected to be achieved through the completion of the proposed project to meet the identified ecosystem and/or watershed outcomes.</i>	<i>Instructions: Identify which tasks (as identified in the Schedule and List of Deliverables) are related to the outputs.</i>	<i>Instructions: Note completion dates within the 3-year duration of the grant agreement.</i>
Example 3. Category 2 Implementation Project: Upland Conservation Easement Acquisition				
1. Protect 1,200 acres of upland habitat in perpetuity through the purchase of a conservation easement.	A. Conservation values of 1,200-acre property are maintained at or above baseline conditions as documented by annual easement monitoring.	1.1 Conservation easement is purchased for 1,200-acre ranch in Solano County. 1.2 Easement monitoring plan is established and on-going monitoring is funded through an endowment.	1.1 Tasks 2, 4, 5 1.2 Task 3	1.3 December 2019 1.4 December 2019

Appendix E: California Conservation Corps Guidelines

California Conservation Corps and Certified Community Conservation Corps

Proposition 1 - Water Bond Guidelines – Chapter 6

Corps Consultation Process

June 2015

This process has been developed to ensure compliance with Division 26.7 of the Water Code, Chapter 6, Section 79734 that specifies the involvement of the CCC and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Section 79734 states “For restoration and ecosystem protection projects funded pursuant to this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps ***shall be used whenever feasible.***”

Applicants for funds to complete restoration and ecosystem protection projects shall consult with representatives of the California Conservation Corps (CCC) AND the California Association of Local Conservation Corps (CALCC), the entity representing the certified community conservation corps, to determine the feasibility of the Corps participation. Unless otherwise exempted (see notes below), applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. CCC and CALCC have developed the following consultation process for inclusion in Prop 1 – Chapter 6 project and/or grant program guidelines:

- Step 1: Prior to submittal of an application or project plan to the Funder, Applicant prepares the following information for submission to both the California Conservation Corps (CCC) and CALCC (who represents the certified community conservation corps):
- Project Title
 - Project Description (identifying key project activities and deliverables)
 - Project Map (showing project location)
 - Project Implementation estimated start and end dates

- Step 2: Applicant submits the forgoing information via email concurrently to the CCC and CALCC representatives:

California Conservation Corps representative:

Name: CCC Prop 1 Coordinator Email: Prop1@ccc.ca.gov

Phone: (916) 341-3100

California Association of Local Conservation Corps representative:

Name: Crystal Muhlenkamp Email:

inquiry@prop1communitycorps.org

Phone: 916-426-9170 ext. 0

- Step 3: Within five 5 business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

- (1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or

- (2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to five days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility early in the project development process.

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than five business days before a deadline.

- Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document.
- Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

NOTES:

1. The Corps already have determined that it is not feasible to use their services on restoration and ecosystem protection projects that solely involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document.
2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant’s future applications for Chapter 6 Funds.

**California Conservation Corps and Certified Community Conservation Corps
Proposition 1 - Water Bond
Corps Consultation Review Document
June 2015**

Unless an exempted project, this Corps Consultation Review Document must be completed by California Conservation Corps and Community Conservation Corps staff and accompany applications for projects or grants seeking funds through Proposition 1, Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds. Non-exempt applications that do not include this document demonstrating that the Corps has been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant:

Project Title:

Department/Conservancy to which you are applying for funding:

To be completed by Applicant:

Is this application solely for planning or acquisition?

- Yes (application is exempt from the requirement to consult with the Corps)
- No (proceed to #2)

To be completed by Corps:

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)
 - It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).
-
-

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AND PROOF OF COMMUNICATION WITH CCC AND CALCC AS PART OF THE PROJECT APPLICATION.

Appendix F: Land Acquisition Checklist

Checklist for Conservation Easement or Fee Title Proposals

- I. Information Submitted with Application**
 - A table including: parcel numbers, acreage, willing seller name and address, breakdown of how the funds will be budgeted, and an acquisition schedule
 - Copy of Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
 - Appraisal or Estimation of Fair Market Value
 - Map showing lands that will be acquired, including parcel lines and numbers
- II. Information Required Prior to Execution of Grant Agreement**
 - Grantee Board resolution for Grant Authority that certifies:
 - i. Signatory has authority
 - ii. Acceptance of grant
 - iii. Acceptance of property interest
- III. Information Required as a Condition of the Grant Agreement**
 - Purchase and Sale or Option Agreement, if not provided at application stage
 - Appraisal that has been reviewed and approved by the Department of General Services (DGS)
 - [DGS APPRAISAL GUIDELINES](#)
 - Assessment of State Land Commission holdings, if applicable
 - Preliminary Title Report
 - Analysis of mineral rights issues, if applicable
 - Environmental documentation/hazardous materials assessment
 - Draft grant deed or conservation easement²
 - Copies of any instruments that create a covenant, obligation, or restriction affecting the property to be acquired
 - Stewardship plan:
 - i. Management Plan for fee title
 - ii. Easement Monitoring Plan for conservation easements
 - Plan for signs
- IV. Information Required Prior to Transfer of Funds into Escrow**
 - Disbursement request with an original signature of Grantee's authorized signatory and the following information/attachments:
 - i. Name and address of grantee
 - ii. Agreement number
 - iii. Dollar amount requested

² Grant deed or conservation easement should, if possible, reflect as an attachment the grant agreement. If the County Recorder's Office will not allow the grant agreement be recorded as an attachment, the grantee will file a Notice of Unrecorded Grant Agreement (NUGA).

- iv. Statement of other funds that have been or will be deposited into escrow prior to or at the time of deposit of Conservancy's grant funds
 - v. Anticipated date of escrow close
 - vi. This checklist, indicating that all prerequisites for transfer of funds into escrow have been met
 - vii. Buyer's closing statement
 - viii. Baseline conditions report
 - ix. Original, certified copy of the fully-executed grant deed of conservation easement certified by the escrow offer holding the document
 - x. Escrow instructions:
 - 1. Title company (or escrow holder) name, address, and telephone number
 - 2. Escrow officer
 - 3. Escrow account number
- Payee Data Record (STD 204) for the title company (which completes and signs); must include address to send escrow payment

V. Information Required After Close of Escrow

- Final title policy
- Final recorded deeds, including Notice of Unrecorded Grant Agreement, if applicable

Appendix G: Acquisition Table

Please complete one form for each separate escrow

Project Title:					
Assessor's Parcel Number(s)	Acreage	Indicate Fee or Easement	Willing Seller Name and Address		
ACQUISITION COST ESTIMATE					
	Total Costs	Delta Conservancy Grant	Other Funding Source (Name)	Other Funding Source (Name)	Other Funding Source (Name)
A. Acquisition Cost (purchase price of real property)					
Estimated Fair Market Value of property					
B. Project Costs					
Appraisal					
DGS approval of appraisal					
Preliminary Title Reports					
Due Diligence (<i>Phase 1, surveys, etc.</i>)					
Escrow Fees, Title Insurance, Closing Costs.					
Direct costs (<i>staff and consultants</i>)					
Other (<i>specify</i>)					
Total A					
Total B (For request to Conservancy, may not exceed 10% of Total A)					
Indirect (For request to Conservancy, may not exceed 20% of Total B)					
Grand Total					

Acquisition Schedule

Completion Date

Complete appraisal	
Submit appraisal and purchase docs to Conservancy	
Open escrow & request advance into escrow	
Close escrow (submit final closing documents to Conservancy)	

Appendix H: State Auditing Requirements

The list below details the documents or records that State Auditors may need to review in the event of a grant agreement being audited. Grant recipients should ensure that such records are maintained for each State funded project. For additional details including specific audit tasks performed during a bond audit, see the California Department of Finance Bond Accountability and Audits Guide and the Bond Audit Bulletins (www.dof.ca.gov/osae/prior_bond_audits/).

State Audit Document Requirements

Internal Controls:

1. Organization chart (e.g. Grant recipient's overall organization chart and organization chart for the State funded project).
2. Written internal procedures and flowcharts for the following:
 - a. Receipts and deposits
 - b. Disbursements
 - c. State reimbursement requests
 - d. State funding expenditure tracking
 - e. Guidelines, policies, and procedures on State funded project
3. Audit reports of the Grant recipient's internal control structure and financial statements within the last two years.
4. Prior audit reports on State funded projects.

State Funding:

1. Original grant agreement, any amendment(s) and budget modification documents.
2. A list of all bond-funded grants, loans or subventions received from the State.
3. A list of all other funding sources for each project.

Agreements:

1. All subcontractor and consultant contracts and related documents, if applicable.
2. Agreements between the grant recipient, member agencies, and project partners as related to the State funded project.

Invoices:

1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the grant agreement.
2. Documentation linking subcontractor invoices to State reimbursement requests and related grant agreement budget line items.
3. Reimbursement requests submitted to the State for the grant agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips or bank statements showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, or agents under the grant agreement.

Accounting Records:

1. Ledgers showing receipts and cash disbursement entries for State funding.

2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the grant agreement.

Indirect Costs:

1. Supporting documents showing the calculation of indirect costs.

Personnel:

2. List of all contractors and grant recipient staff that worked on the State funded project.
3. Payroll records including timesheets for contractor staff and the grant recipient's.

Project Files:

1. All supporting documentation maintained in the files.
2. All grant agreement related correspondence.

Meeting Date: August 24, 2016
Page 1



1450 Halyard Drive, Suite 6
West Sacramento, CA 95691
www.deltaconservancy.ca.gov

Revision of the 2012 Strategic Plan Process Update

August 24, 2016

PROJECT DESCRIPTION

The Delta Conservancy has contracted with the firm Kearns & West to update the Delta Conservancy's 2012 Strategic Plan. Kearns & West also developed the Conservancy's 2012 Strategic Plan.

Development of the Strategic Plan Update will consist of a broad range of tactics to gather input from Board Members, staff, partner agencies, and the public. This will include the use of email surveys, in-person interviews, and two public workshops within the legal Delta.

On August 17, 2016 the Program and Policy Subcommittee discussed the attached Toolkit for Stakeholder and Public Involvement that includes an overview of the expected process, draft survey questions and schedule information.

CURRENT IMPORTANT DATES

August – November 2016: Information Gathering with Board Members, staff, and partner agencies

August 17, 2016: Program and Policy Subcommittee to review workplan

November 2016 - January 2017: Tentative timeframe for two public workshops

March 22, 2017: Board Meeting for review of the Draft Update to the Strategic Plan

May 24, 2017: Board Meeting for approval of Final Update to the Strategic Plan

Contact Person:

Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
Phone: (916) 375-2089

Strategic Plan Update



Toolkit for Stakeholder and Public Involvement*

Contents

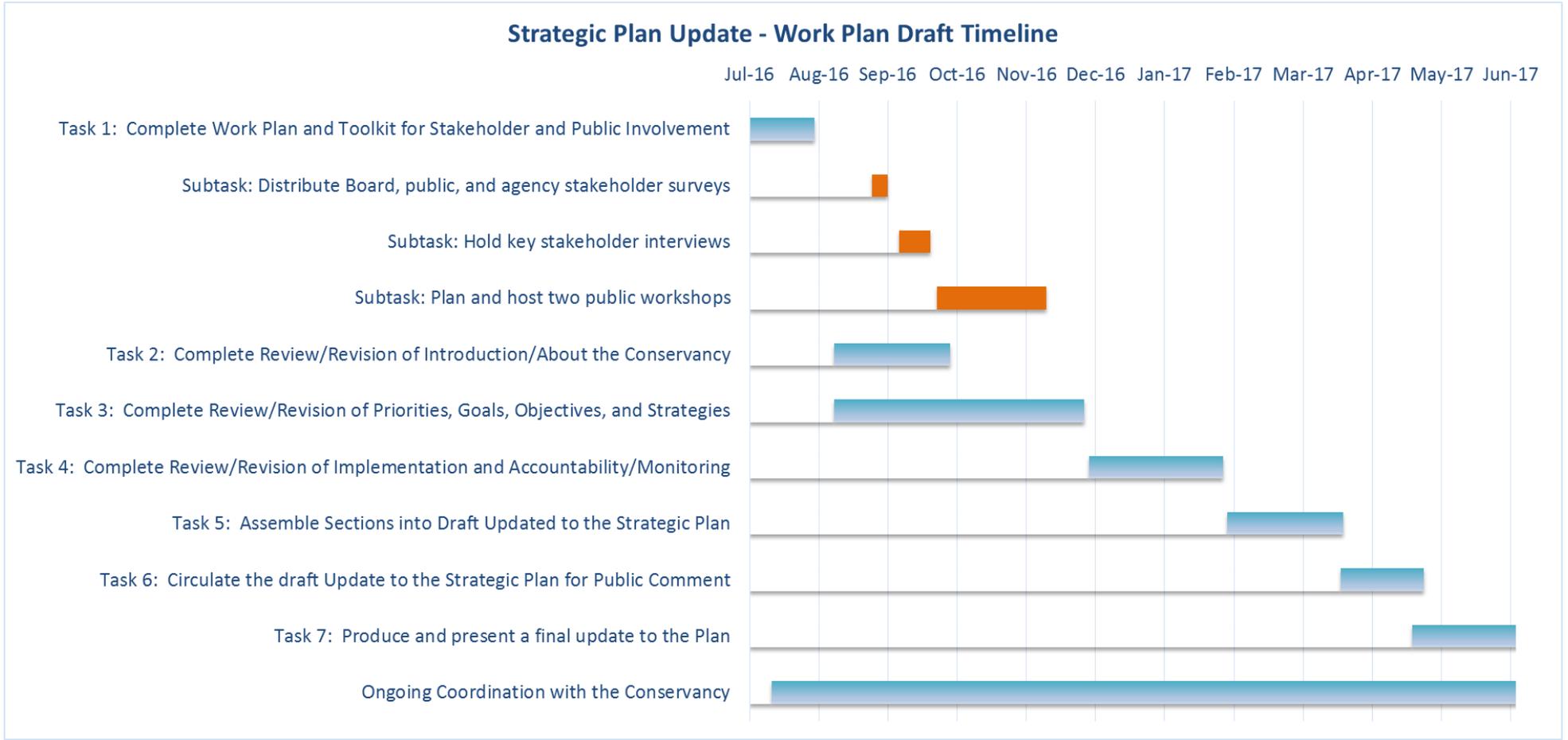
DRAFT WORK PLAN.....	1
DRAFT GUIDING PRINCIPLES.....	3
DRAFT SSJDC BOARD MEMBERS SURVEY	4
DRAFT SSJDC DISTRIBUTION LIST SURVEY	6
DRAFT KEY AGENCY STAKEHOLDER SURVEY	8
KEY AGENCY STAKEHOLDERS – A WORKING LIST	10
DRAFT PUBLIC WORKSHOP AGENDA.....	11
PROPOSED OUTREACH TIMELINE.....	12

The following toolkit is designed to guide the Sacramento San Joaquin Delta Conservancy in gathering stakeholder and public input on the development of the Conservancy’s 2017 Strategic Plan Update. The ‘tools’ within this document are designed to solicit a breadth and depth of stakeholder input that will contribute to a useful and accessible Strategic Plan Update.

*All of the following draft toolkit content is preliminary and subject to SSJDC staff and Board review.

Draft Work Plan

The following Gantt chart outlines the Strategic Plan Update timing by task. Timeframes colored in orange indicate that the specific schedule is still under development. Please see the attached document *Draft Conservancy Strategic Plan Workplan_7-29-16* for additional details.



Draft Guiding Principles

The following bullets outline principles that will guide the development of the SSJDC 2017 Strategic Plan Update:

- **Transparent** – the SSJDC will ensure that the process for gathering input and preparing options and drafts of an updated Strategic Plan is transparent and understandable, and that there are opportunities for input from stakeholders and the interested public
- **Proactive** – SSJDC will solicit input early to identify and address stakeholder perspectives and priorities.
- **Practical** – The updated Plan will reflect the Conservancy’s experience since 2012 as well as its mandates, and will emphasize attainable goals and timelines.
- **Accessible** – SSJDC will craft a concise document that can be easily accessed, read and understood.

Draft SSJDC Board Members Survey

The following survey questions are designed to solicit SSJDC Board feedback on Strategic Plan Update priorities and interests. All Board members (Voting, Liaison Advisors, Ex Officio) will be invited to participate in the survey. A limited number of focused follow up interviews will provide an opportunity to explore key themes or proposals.

Introduction: The following survey is designed to gather input from members of the Conservancy’s Board that will inform development of an updated Strategic Plan. Please carefully review the existing [Strategic Plan](#) and [FY 15-16 Implementation Plan](#) prior to completing the survey. Reviewing these documents and completing the survey is estimated to take between 45 and 60 minutes. Your responses will be closely reviewed by Conservancy staff and the Strategic Plan Update consultant, Kearns & West. Your feedback is a key source of information for developing an implementable 2017 Strategic Plan Update.

The 2012 Strategic Plan identifies six Goals and associated Objectives:

Conservancy Strategic Plan: Goals & Objectives
Goal: Establish the Conservancy as a valuable partner with Delta growers, agriculture-related businesses, and residents in protecting and enhancing the Delta’s agricultural and working landscapes and sense of place
Objective 1.1: Collaborate with others to develop educational materials, promotional materials and visual representations of the Delta that enhance and communicate a sense of place and promote Delta products
Objective 1.2: Assist in enhancing Delta agriculture
Objective 1.3: Aid in protecting and improving water quality to protect the Delta ecosystem and economy
Objective 1.4: Support implementation of plans and programs of federal, state and local agencies to provide flood resilience from subsidence and catastrophic events in coordination with the Delta Protection Commission and the Department of Water Resources
Objective 1.5: Promote integration of Delta agriculture with other elements of the Conservancy’s mission
Goal: Lead economic enhancement activities that support the Delta ecosystem and economy
Objective 2.1: Develop economic enhancement proposals and projects in collaboration with existing governmental and non-governmental entities, residents and private enterprises
Objective 2.2: Investigate mechanisms for mitigating impacts to agriculture from projects that enhance recreation and tourism or habitat restoration
Goal: Lead efforts in protecting, enhancing and restoring the Delta ecosystem in coordination with other governmental and non-governmental entities and citizens in the Delta
Objective 3.1: Identify restoration priorities in collaboration with existing federal, state, regional and local governmental and non-governmental entities engaged in Delta restoration
Objective 3.2: Lead Delta ecosystem restoration activities consistent with Conservancy authorities, the Delta Plan and other regional plans and guidance, through a voluntary Delta Restoration Network, and based on adaptive management
Objective 3.3: Identify appropriate and feasible opportunities for direct Conservancy sponsorship of, or participation in, ecosystem restoration projects
Objective 3.4: Provide for long-term stewardship of restored landscapes to ensure that the conservation values of each location are preserved and maintained over time
Objective 3.5: Assess the potential for Conservancy-led habitat restoration and compatible recreational and tourism development of publicly owned lands, and implement feasible projects as funding is available
Objective 3.6: Provide incentives and acknowledgement to private landowners who maintain and create wildlife habitat on private lands
Objective 3.7: Implement restoration projects that provide compatible economic use for landowners or adjacent businesses
Goal: Establish the Conservancy as a leader in gathering and communicating scientific and practical information

about the Delta ecosystem and economy
Objective 4.1: Gather and communicate additional technical expertise on matters relevant to the Conservancy’s mission
Objective 4.2: Create an open repository for information and analysis pertinent to the Conservancy’s mission
Objective 4.3: Determine long-term information needs of the Conservancy
Objective 4.4: Promote shared understanding of key issues related to agriculture, the Delta economy, and restoration based on accurate information
Goal: Create an effective organization based on principles of community service, collaboration, coordination, appropriate transparency, and efficient use of resources to fulfill the Conservancy’s mission and deliver its programs
Objective 5.1: Provide a safe, creative, inspiring, and equitable working environment for staff and management consistent with state standards.
Objective 5.2: Develop 5- and 10-year work and staffing plans to fully implement the goals and objectives of this Strategic Plan
Objective 5.3: Establish through actions a “Delta Conservancy” way of doing business, including the use of performance measures
Objective 5.4: Use financial, staff, and Board resources efficiently and effectively
Goal: Establish a stable, diversified, and self-sustaining funding base for the Conservancy
Objective 6.1: Establish funding from multiple, diverse state and federal government sources
Objective 6.2: Develop private revenue sources
Objective 6.3: Complete the Conservancy’s own near-term Delta Regional Finance Plan to guide development of a funding base

Questions:

- Q1: How often and for what purpose have you used or referenced the 2012 Strategic Plan during your tenure on the SSJDC Board?
- Q2: What parts or sections of the 2012 Plan have been most valuable? Least valuable? Please provide details to explain your responses.
- Q4: Looking ahead to the Conservancy’s next five years, please identify your high priority objectives and low priority objectives from the 2012 Plan (above) for the following key Conservancy program and policy areas: Economic Development, Ecosystem Restoration, and Education and Outreach. Please rank high priority objectives based on your sense of their relative value and your understanding of Conservancy capacity and resources.
 - ▶ Economic Development: High Priorities (up to 5), Low Priorities (up to 5)
 - ▶ Ecosystem Restoration: High Priorities (up to 5), Low Priorities (up to 5)
 - ▶ Education and Outreach: High Priorities (up to 5), Low Priorities (up to 5)
- Q6: What would you most like to see the Conservancy accomplish over the next 5 years considering staff and funding realities?
- Q7: Please take a moment to share any other thoughts on the 2017 Strategic Plan Update.

Name:

Email:

Phone:

Thank you for helping guide the Conservancy’s future – your input is much appreciated.

Draft SSJDC Distribution List Survey

The following preliminary survey questions are designed for the broad SSJDC distribution list public audience as an opportunity to inform the Strategic Plan Update process prior to public workshops. Participation is entirely voluntary. Survey responses will be summarized and may be used to inform the update process, but no responses will be attributed publicly.

Introduction: The Sacramento San Joaquin Delta Conservancy is in the process of updating its 2012 [Strategic Plan](#). This update will consider public perspectives about priorities and measuring progress and success. Please take 15 minutes to complete the following survey. Information from individual responses will not be attributed publicly. Your assistance is appreciated.

The Conservancy identified six Goals in its 2012 Strategic Plan:

Goal: Establish the Conservancy as a valuable partner with Delta growers, agriculture-related businesses, and residents in protecting and enhancing the Delta's agricultural and working landscapes and sense of place

Goal: Lead economic enhancement activities that support the Delta ecosystem and economy

Goal: Lead efforts in protecting, enhancing and restoring the Delta ecosystem in coordination with other governmental and non-governmental entities and citizens in the Delta

Goal: Establish the Conservancy as a leader in gathering and communicating scientific and practical information about the Delta ecosystem and economy

Goal: Create an effective organization based on principles of community service, collaboration, coordination, appropriate transparency, and efficient use of resources to fulfill the Conservancy's mission and deliver its programs

Goal: Establish a stable, diversified, and self-sustaining funding base for the Conservancy

As you respond to the survey questions it may be useful to consider your (organization's) experience with the Conservancy since 2012 in the context of these Goals. Information from individual responses will not be attributed publicly. Your assistance is appreciated.

Questions:

- Q1: In a broad sense, what has been the Conservancy's most significant accomplishment or success since 2012?
- Q2: Since 2012, what Conservancy actions, programs, or policies do you consider to be the most valuable? Why?
- Q3: What has been the Conservancy's greatest challenges since 2012?
- Q4: Since 2012, what Conservancy actions, programs, or policies do you consider to be the least valuable? Why?
- Q5: What action, program, or policy do you recommend that the Conservancy make a priority for the next five years?
- Q6: Is there any action, program, or policy in which the Conservancy should not invest time and resources over the next five years? If so, what and why?

- Q7: Looking at the six Goals in the 2012 Plan (above), what recommendations would you have for goals in the Updated Strategic Plan? For example:
 - ▶ Are there too many goals? Too few?
 - ▶ Are these the right goals? Do you have suggestions for revising or updating the 2012 goals?
- Q8: Please take a moment to share any other thoughts on the Conservancy's 2017 Strategic Plan Update.

Name:

Email:

Phone:

Organization (please write N/A if irrelevant):

May we contact you with any questions related to your survey responses?: Y/N

Thank you for helping guide the Conservancy's future – your input is much appreciated. Stay tuned for public workshops on the Strategic Plan Update, tentatively expected in Fall, 2016.

Draft Key Agency Stakeholder Survey

The following preliminary survey questions are designed for a key agency stakeholder audience as an opportunity to inform the Delta Conservancy’s Strategic Plan Update. A limited number of follow-up interviews may add to the value of survey responses.

Introduction: The Sacramento San Joaquin Delta Conservancy is in the process of updating its 2012 [Strategic Plan](#). This update will benefit significantly from participation by federal and state agency stakeholders (along with other stakeholders and the broader public). We estimate the following questions will require less than 20 minutes to complete. Information from individual responses will not be attributed publicly. Your assistance is appreciated.

The Conservancy identified six Goals in its 2012 Strategic Plan:

Goal: Establish the Conservancy as a valuable partner with Delta growers, agriculture-related businesses, and residents in protecting and enhancing the Delta’s agricultural and working landscapes and sense of place

Goal: Lead economic enhancement activities that support the Delta ecosystem and economy

Goal: Lead efforts in protecting, enhancing and restoring the Delta ecosystem in coordination with other governmental and non-governmental entities and citizens in the Delta

Goal: Establish the Conservancy as a leader in gathering and communicating scientific and practical information about the Delta ecosystem and economy

Goal: Create an effective organization based on principles of community service, collaboration, coordination, appropriate transparency, and efficient use of resources to fulfill the Conservancy’s mission and deliver its programs

Goal: Establish a stable, diversified, and self-sustaining funding base for the Conservancy

As you respond to the survey questions it may be useful to consider your agency’s experience with the Conservancy since 2012 in the context of these Goals.

Questions:

- Q1: In a broad sense, what has been the Conservancy’s most significant accomplishment or success since 2012?
- Q2: Since 2012, what Conservancy actions, programs, or policies have been the most valuable in relation to your agency’s Delta obligations? Why?
- Q3: What has been the Conservancy’s greatest challenge since 2012? [*You have the option to identify more than one challenge*]
- Q4: Since 2012, what Conservancy actions, programs, or policies have been the least valuable in relation to your agency’s Delta obligations? Why?
- Q5: Looking ahead five years, what do you see as the Conservancy action, program, or policy that is most likely to show future progress and measurable benefits?
- Q6: Is there any action, program, or policy in which the Conservancy has invested resources since 2012 that may not justify additional resources (including time)? If so, please provide details.
- Q7: How do you see your agency’s mission and work relating to that of the Conservancy’s?

- ▶ In what ways has the Conservancy supported or contributed to fulfilling your agency's responsibilities related to the Delta?
- Q8: Where do you see the greatest potential for collaboration or complementary efforts between your agency and the Conservancy?
 - ▶ Looking ahead, what opportunities do you see for the Conservancy to support your agency's actions and activities related to the Delta?
- Q9: Please take a moment to share any other thoughts on the Conservancy's 2017 Strategic Plan Update.

Name:

Email:

Phone:

Agency:

Thank you for helping guide the Conservancy's future – your input is much appreciated.

Key Agency Stakeholders – A Working List

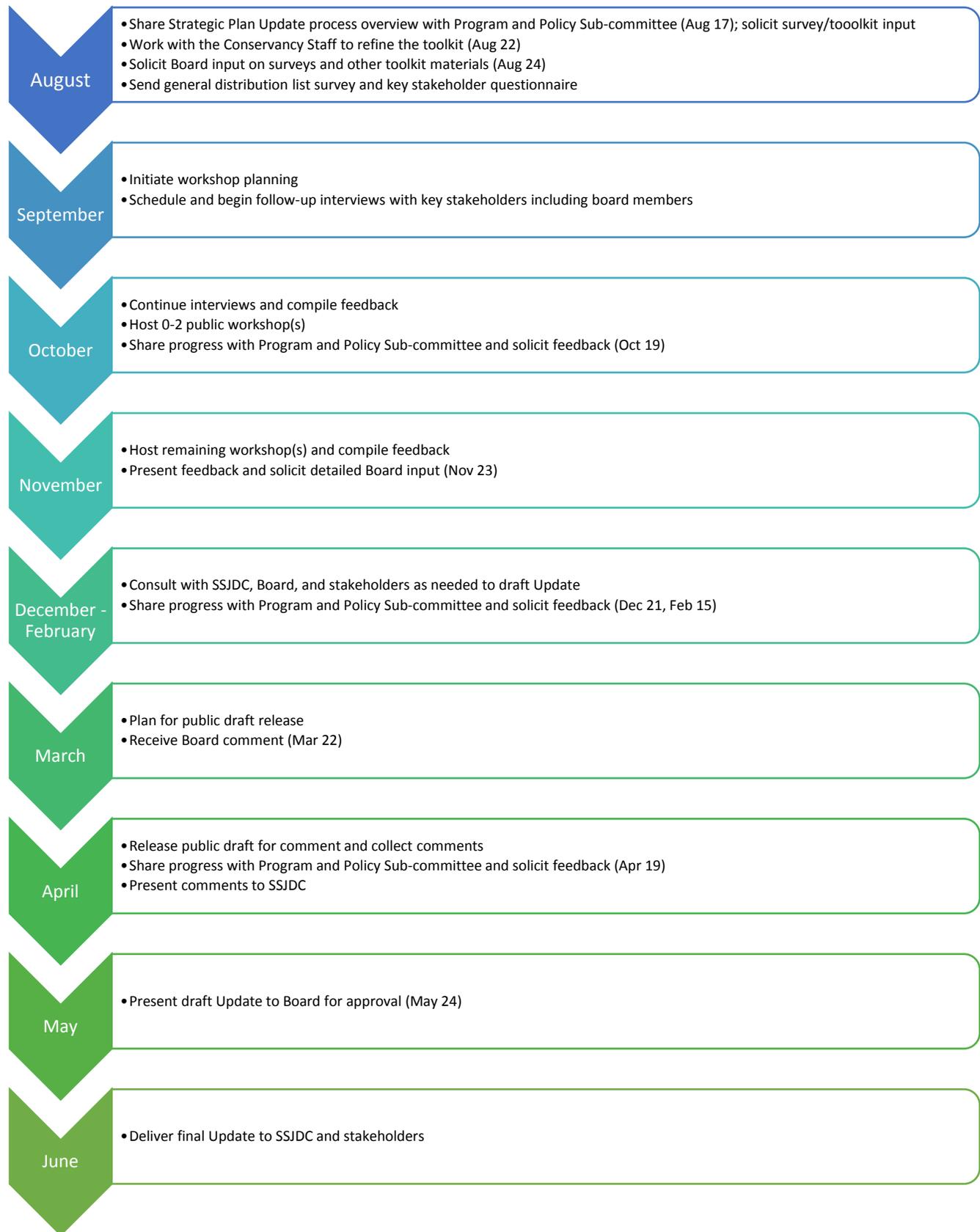
The following is working list of key Delta agency stakeholders, both state and federal. Each of these stakeholders may have the opportunity to participate in an online survey to inform the Delta Conservancy's Strategic Plan Update process. A subset of agency stakeholders may be invited to provide additional input via interviews, depending on project needs and budget. Several key agency stakeholders are part of the Conservancy's Board and will provide their input through the Board Survey rather than the Key Agency Stakeholder Survey.

- Mark Cowin (Director), Department of Water Resources
 - ▶ Bill Harrell (Special Assistant to the Chief Deputy Director)
- Carl Wilcox (Delta Policy Advisor), California Department of Fish and Wildlife
- Kristopher Tjernell (Special Assistant for Water Policy), David Okita (Director for Delta Restoration), California Natural Resources Agency
- Randy Fiorini (Chair), Jessica Pearson (Executive Officer), Delta Stewardship Council
- Cliff Dahm (Lead Scientist), Rainer Hoenicke (Deputy Executive Officer), Delta Science Program
- James Herota, Central Valley Flood Protection Board
- XXXX, US Army Corps of Engineers

Draft Public Workshop Agenda



Proposed Outreach Timeline (Note that this timeline is subject to change.)



Meeting Date: August 24, 2016
Page 1



1450 Halyard Drive, Suite 6
West Sacramento, CA 95691
www.deltaconservancy.ca.gov

September 28, 2016 **PROPOSED AGENDA**

Staff is seeking input from the Board regarding additional agenda items for the September 28, 2016 meeting scheduled to be held at a location within the legal Delta. Location information will be provided when available.

A tentative list of agenda items includes:

- **Executive Officer's Report**
 - **Proposition 1 Grant Program Approved Projects Update**
 - **Revision to the 2012 Strategic Plan Process Update**
-

Contact Person:

Brandon Chapin, Board Liaison
Sacramento-San Joaquin Delta Conservancy
Phone: (916) 375-2090