SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

GRANT GUIDELINES

Cycle 4: Fiscal Year 2018-19

PROPOSITION 1

Delta Conservancy Ecosystem Restoration and Water Quality Grant Program

FUNDED BY THE

Water Quality, Supply, and Infrastructure Improvement Act of 2014

PROP 1

GOVERNOR EDMUND G. BROWN, JR.
WATER BOND 2014
RELIABILITY | RESTORATION | RESILIENCE

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Quick Facts

A. Timeline

- Concept Proposal Due: August 31, 2018
- Full Proposal Due: December 18, 2018
- Board Consideration of Awards: May 22, 2019
- Grant Agreements Executed: Fall 2019

B. Types of Projects the Conservancy Funds

The Delta Conservancy's Proposition 1 Ecosystem Restoration and Water Quality Grant Program funds competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities. The Conservancy will fund projects that address at least one of the following programmatic priorities:

- Ecosystem Protection, Restoration, and Enhancement
- Water Quality
- Water-related Agricultural Sustainability

The Conservancy will grant funds for two project types:

- Planning projects that advance pre-project activities necessary for a specific, on-the-ground project.
- Implementation projects that advance on-the-ground projects and land acquisition projects. Implementation projects must have an expected useful life of at least fifteen years.

C. Where Projects Can be Located

The Conservancy will fund projects within or benefitting the Delta and Suisun Marsh as defined in Public Resources Code section 85058 (a map can be found at this link: http://deltacouncil.ca.gov/docs/dsc-tabloid-size-map-legal-delta).

D. Entities Eligible to Receive Funding

- California public agencies
- Nonprofit organizations
- Tribal organizations
- Public utilities
- Mutual water companies, including local and regional companies

E. Available Funding

The Conservancy anticipates awarding up to $12.4 million during the 2018-2019 grant cycle. The exact amount is subject to change.

F. Contact Information

Please contact the Delta Conservancy at prop1grants@deltaconservancy.ca.gov. More information can be found at: http://deltaconservancy.ca.gov/prop-1/.

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 works collaboratively and in coordination with local communities, leading efforts to protect, enhance, and restore the Delta's economy, agriculture and working landscapes, and environment, for the benefit of the Delta region, its local communities, and the citizens of California.

Voters approved the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) in November 2014. Proposition 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. Proposition 1 identifies $50 million for the Conservancy which may provide "competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities" (Sec. 79730 and 79731). Per Proposition 1 and the Conservancy's governing statute, the Conservancy's Proposition 1 Grant Program will emphasize projects that use public lands and private lands purchased with public funds, and those that maximize voluntary landowner participation in projects that provide measurable 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). All proposed projects must be consistent with statewide priorities as identified in Proposition 1, the California Water Action Plan, the Conservancy's governing statute and Conservancy's 2017-2022 Strategic Plan, the Delta Plan, and applicable species recovery plans (see Appendix A: Key State, Federal, and Local Plans and Tools).

B. Purpose of Grant Guidelines

These Grant Guidelines (Guidelines) establish the process and criteria that the Conservancy will use to administer its Proposition 1 Ecosystem Restoration and Water Quality Grant Program.

Grant Program Overview

A. Program Description and Priorities

The Conservancy's Proposition 1 Ecosystem Restoration and Water Quality Grant Program funds competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities. The Conservancy will fund projects that address at least one of the following priorities:

- Ecosystem Protection, Restoration, and Enhancement[1]
- Water Quality
- Water-related Agricultural Sustainability

For descriptions of the Conservancy's programmatic priorities and examples of the types of projects the Conservancy funds, please see Appendix B: Programmatic Priorities. The Conservancy will not fund projects associated with regulatory compliance responsibilities.[2]

B. Project Types

The Conservancy will grant funds for planning and implementation projects:

Planning

Planning projects advance pre-project activities necessary for a specific on-the-ground project that meets the Conservancy's Proposition 1 Grant Program eligibility criteria. Please note that receiving a planning grant for a project does not guarantee that an implementation grant will be awarded for the same project.

The Conservancy will fund planning projects that will lead to eligible implementation projects, and is committed to promoting the development of projects in the Delta that will address at least one of this Grant Program's priorities. The Conservancy encourages the use of planning grants to develop projects that are based on best available science (See Best Available Science, page 22).

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[1] **Protection** is defined as *action taken, often by securing a conservation easement or purchasing fee title to a piece of land, to ensure that ecosystems or conservation values are maintained*.

Restoration is defined as *actions that re-establish or substantially rehabilitate ecosystems with the goal of returning natural or historic functions and characteristics*.

Enhancement is defined as *actions that improve existing ecosystems with the goal of returning natural or historic functions and characteristics*.

[2] Proposition 1 funds cannot be used to meet the existing obligations for habitat restoration established through the biological opinions for the State Water Project (SWP) and Central Valley Project operations (USFWS 2008, NMFS 2009), the CDFW Longfin Smelt Incidental Take Permit for SWP Delta operations, or any other mitigation obligation of any party.

Pilot projects are a special subset of planning projects, and must inform the implementation of an on-the-ground, Proposition 1-eligible implementation project. Pilot projects that are large in scale or duration may be considered implementation projects. The Conservancy recommends that applicants proposing a pilot project consult with Conservancy staff before or during the concept proposal stage to help determine the most applicable grant category.

Examples of planning project activities include:

- Project scoping: partnership development, outreach to impacted parties, stakeholder coordination, negotiation of site access and land tenure
- Planning and design: engineering design, planting plans, identifying appropriate best management practices
- Environmental compliance: permitting, California Environmental Quality Act (CEQA) activities, Delta Plan consistency
- Science: developing adaptive management and monitoring plans, baseline monitoring, biological surveys, and studies that will aid and inform the implementation of an on-the-ground project
- Application development for Proposition 1 implementation grant (as part of a larger planning grant; cannot be a stand-alone proposal for grant application development)

Implementation

Implementation projects are on-the-ground implementation and land acquisition projects. Implementation projects must result in the construction, improvement, or acquisition of a capital asset that will be maintained for a minimum of 15 years.

Implementation projects are "shovel ready" projects that have advanced to the stage where planning is near completion. **Projects that have a construction component must, at a minimum, have completed intermediate plans (i.e., design plans at least 65% level of development)[3].** Implementation projects may include final design and permitting as project activities.

[3] Project Engineering Design – A process of creating the design for a project. The process consists of several phases that relate to the percentage of development of the design plans. The naming convention for these phases may vary, depending on the agency or locality, but generally the process includes components similar to what is described below.

- Project Engineering Design: Conceptual Plans – Indicates the General location of any activities and project elements, overall layout of the project location, and any constraints.
- Project Engineering Design: The Basis of Design Report – Demonstrates that the project is feasible and reflects a preferred alternative.
- Project Engineering Design: Intermediate Plans (or 65% plans) – Shows detailed plan views and profiles of any improvements and standard details.
- Project Engineering Design: Draft Plans (or 90% plans) – Incorporates revisions to the Intermediate Plans and adds details required for construction, such as survey notes, instructions for erosion and sediment control, staging areas, access, etc.
- Project Engineering Design: Final Plans (or 100% plans) – Incorporates any revisions to the Draft Plans and represents the final set of design documents. These are the plans used for construction bids.

For implementation projects, CEQA and National Environmental Policy Act (NEPA) compliance must be completed prior to grant award. CEQA and NEPA related activities are not eligible for implementation funding.

Examples of implementation project activities include:

- Construction activities: dredging, earthmoving, construction of infrastructure
- Habitat restoration and enhancement: planting and revegetation, invasive vegetation removal, implementation of Best Management Practices
- Acquisition of real property: appraisals (including water rights appraisals), negotiation, due diligence, surveys, escrow fees, title insurance, closing costs

Activities that are fundable as part of implementation projects include:

- Final planning and design
- Environmental compliance (other than CEQA and NEPA): permitting, Delta Plan consistency
- Science: developing adaptive management and monitoring plans, baseline monitoring, pre- and post-project monitoring
- Post-project maintenance within the three-year funding term

C. Funding Available

The Conservancy anticipates awarding up to $12.4 million during the 2018-2019 grant cycle to eligible entities pursuant to these Guidelines. The exact amount is subject to change.

D. Grant Terms

Grant Funding Term: The time period, not to exceed three years, during which grantees may incur and be reimbursed for grant-related expenses.

Grant Term: The time period, extending 15 years beyond the Grant Funding Term, during which non-acquisition implementation projects must be maintained to comply with the State General Obligation Bond Law.

All grantees should be able to spend Conservancy-awarded funding within the three-year Grant Funding Term. For implementation projects, the Grant Term extends for an additional 15 years beyond the Grant Funding Term to comply with the State General Obligation Bond Law. For implementation projects, grantees must submit their final report and invoice at the end of the Grant Funding Term, but will be held to the terms of the grant agreement until the end of the Grant Term.

Eligibility Requirements

A. Bond Eligibility Requirements

Grants are available for the planning and implementation of specific, on-the-ground projects that comply with all legal requirements, including the State General Obligation Bond Law. 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 (section 16727(a)).

B. Eligible Geography

The Conservancy will fund projects within or benefitting the Delta and Suisun Marsh as defined in Public Resources Code section 85058 (a map can be found at this link: http://deltacouncil.ca.gov/docs/dsc-tabloid-size-map-legal-delta).

The Conservancy may fund an action outside the Delta and Suisun Marsh if the Board makes all the findings described in the Sacramento-San Joaquin Delta Reform Act of 2009, Sec. 32360.5. Applicants applying for funds for projects outside of the Delta and Suisun Marsh must address the following:

- How the project implements the ecosystem goals of the Delta Plan.
- How the project is consistent with the requirements of any applicable State and federal permits.
- How the project will provide significant benefits to the Delta.

C. Eligible Applicants

Eligible grant applicants are:

- **California public agencies**. California public agencies include any city, county, district, or joint powers authority; State agency; or California public university.
- **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. An eligible nonprofit organization has among its principal charitable purposes preservation of land for scientific, recreational, scenic, or open-space opportunities, protection of the natural environment, preservation or enhancement of wildlife, preservation of cultural and historical resources, or efforts to provide for the enjoyment of public lands.
- **Tribal organizations**. Eligible tribal organizations include 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.
- **Public utilities**. To be eligible for funding, projects proposed by 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.

- **Mutual water companies, including local and regional companies**. To be eligible:
    - Projects proposed by 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 must have adopted and submitted an urban water management plan in accordance with the Urban Water Management Planning Act.
    - An agricultural water supplier must have adopted and submitted an agricultural water management plan in accordance with the Agricultural Water Management Planning Act.
    - An agricultural water supplier or an urban water supplier must comply with the requirements of Part 2.55 of their respective water management planning acts.

D. Ineligible Projects

The following projects are ineligible for the Conservancy's Proposition 1 Grant Program:

- Planning projects that do not relate to an eligible implementation project.
- Projects consisting solely of education, outreach, or events activities; however, these types of activities may be included as part of the overall implementation of a project eligible for Conservancy grant funds to the extent that they contribute to project implementation.
- Projects to design, construct, operate, mitigate, or maintain Delta water conveyance facilities.
- Projects dictated by a legal settlement or mandated to address a violation of, or an order (citation) to comply with, a law or regulation.
- Projects that subsidize or decrease the pre-existing mitigation obligations of any party.
- Projects that do not comply with all legal requirements of Proposition 1 and other applicable laws.

E. Eligible Expenses

Direct costs which can be specifically and easily identified as generated by and in accordance with the provisions or activity requirements of the project, and which are for work performed within the specified terms and conditions of the grant agreement, are eligible for reimbursement. Indirect costs that do not have a specific direct relationship to the project but are a requirement for the completion of the project are also eligible for reimbursement, at a rate of up to twenty (20) percent of the project implementation costs associated with personnel services and general operating expenses. See the Budget Tables section on page 27 for more information. Eligible expenses incurred on or after the start date listed in the grant agreement and prior to the end of the Grant Funding Term may be reimbursed.

F. Ineligible Expenses

Grant funding may not be used to:

- Establish or increase an endowment or legal defense fund.
- Make a monetary donation to other organizations.
- Pay for food or refreshments.
- Pay for tours.
- Purchase computer software.
- Pay for eminent domain processes.
- Subsidize or decrease the mitigation obligations of any party.

If ineligible expenses are included in the project budget, the Conservancy may deem the project to be ineligible. In some cases, the Conservancy may approve a project for funding with the total amount of the award reduced by the amount of the ineligible expenses. In that event, the Conservancy will contact the applicant to confirm that the project is still viable. Applicants should avoid including ineligible expenses in the application and should contact Conservancy staff with questions.

Grant Cycle Overview

The application process consists of two steps, a concept proposal and a full proposal. Applicants are encouraged to contact Conservancy staff at any time during the grant proposal process. Because of the competitive nature of the grant cycle, staff may be constrained in the type and amount of feedback that they can provide during the full proposal submission period. The Conservancy will post responses to any questions of universal relevance on the Proposition 1 Grant Program web page to assist others with similar questions. The Conservancy will post public workshop opportunities to the training page on its website: http://deltaconservancy.ca.gov/prop-1-trainings/.

A. Grant Cycle Important Dates

The Conservancy's grant application process is approximately ten months long. Concept proposals are solicited in the summer, full proposals are solicited in the fall, and funding is awarded the following spring. Following grant awards, negotiating and executing a grant agreement takes an additional three to six months. **An applicant should expect to begin work on the proposed project no sooner than six months after Board approval of full proposals.** All dates for the Conservancy's fourth grant cycle are subject to change. Please check the Proposition 1 Grant Program web page for the most up-to-date information.

Important dates for grant cycle 4:

- Concept Proposal Submission Period – August 1 – 31, 2018
- Concept Proposal Review and Consultation Period – September 3 – October 19, 2018
- Full Proposal Submission Period – October 22 – December 18, 2018
- Full Proposal Review Period – December 19, 2018 – May 21, 2019
- Board Consideration of Awards – May 22, 2019
- Grant Negotiation and Execution – June 1 – November 30, 2019

B. Grant Cycle Process

Step 1: Concept Proposal

Step 1(a). Concept Proposal Submittal—The applicant submits a short concept proposal that describes the project that will be submitted for consideration during the full proposal solicitation. Applicants may, and are encouraged to, consult with the Conservancy during the drafting of their concept proposal. **Concept proposals are required.** Only proposals submitted prior to the submission deadline will be reviewed.

Step 1(b). Concept Proposal Review—Conservancy staff will review concept proposals and provide feedback to all applicants to aid them in assembling a complete, clear, and responsive full proposal. Concept proposals will not be scored. All applicants will be provided with written comments on their concept proposals, as well as an opportunity to meet with Conservancy staff to discuss feedback.

Step 2: Full Proposal

Step 2(a). Full Proposal Submittal—Each applicant is responsible for deciding whether to submit a full proposal based on feedback received at the concept proposal stage. A full proposal will only be accepted if a concept proposal was submitted. Only full proposals submitted prior to the submission deadline will be considered.

Step 2(b). Administrative Review—After the submission deadline, the Conservancy will conduct an administrative review of all full proposals to check for eligibility, consistency with program requirements, and completeness. Projects that fail to meet the administrative review requirements may not be moved on for full scoring.

Step 2(c). Site Visits—Conservancy staff will conduct site visits to all eligible projects. Applicants must accompany Conservancy staff at their project site.

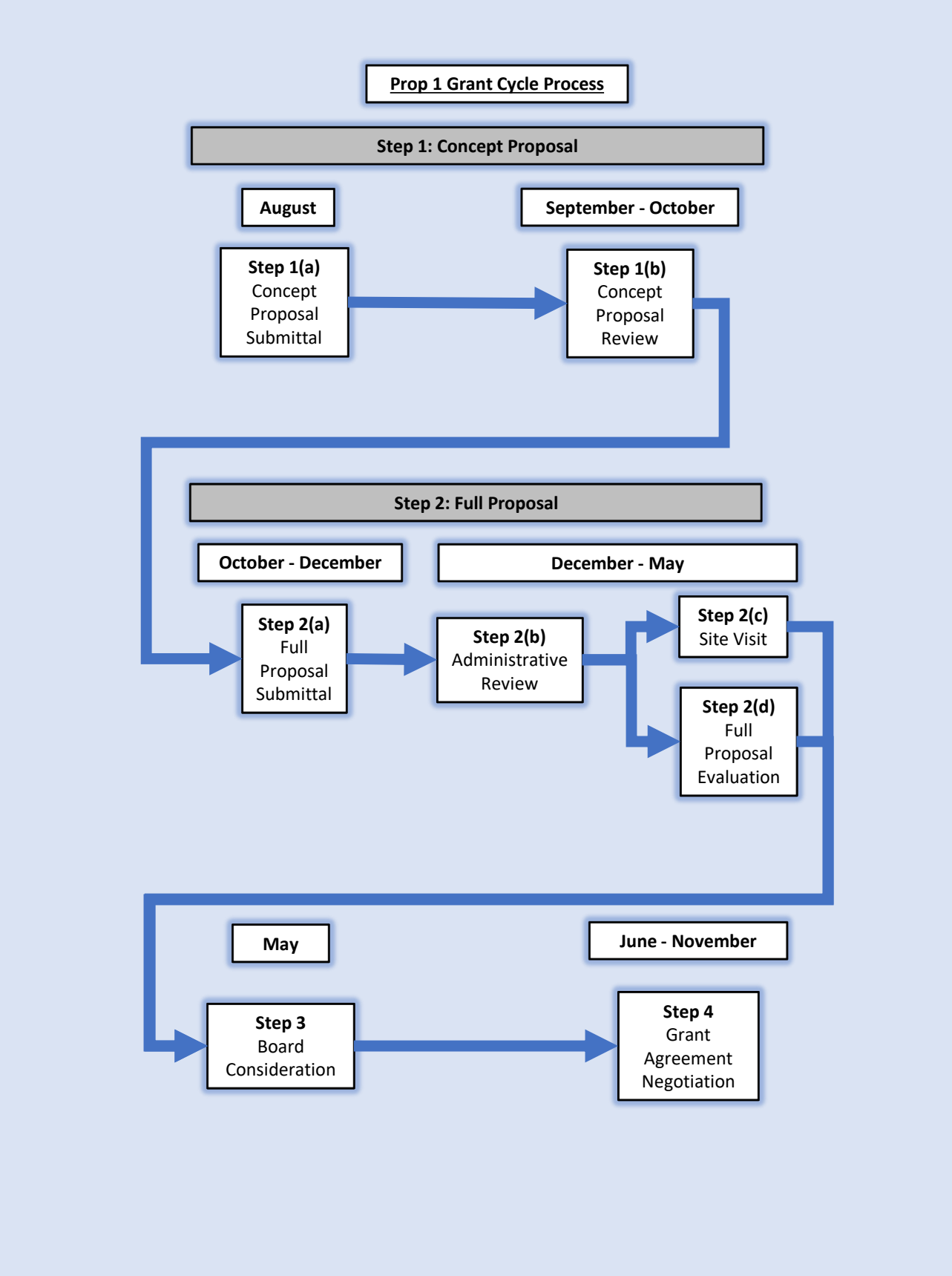
Step 2(d). Full Proposal Evaluation—Full proposals will be evaluated and scored by Conservancy staff and an independent professional review panel made up of State and federal agency technical experts. Final scores will be based on internal and external reviews.

Step 3. Board Consideration

The Board will consider and act on staff recommendations for funding at a public meeting. Only projects approved by the Board will be awarded funding. Final scores and staff recommendations for funding will be posted on the Conservancy's website and shared with all applicants in advance of the Board's consideration of projects for funding. All applicants and members of the public will have the opportunity to appear before the Board at the public meeting. Any applicant whose proposal was not recommended for full scoring or funding may contest the recommendations by notifying Conservancy staff in writing by 5:00 p.m. at least three business days prior to the Board meeting at which funding recommendations will be considered. The notification must describe the specific issues the applicant wishes to contest. Submitted proposals will be available to the public upon request.

Step 4. Grant Agreement Negotiation

If funding for 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 protocols, and funding disbursal. This typically takes three to six months from the date funding is awarded.


Prop 1 Grant Cycle Process
Step 1: Concept Proposal
August
September - October
Step 1(a) Concept Proposal Submittal
Step 1(b) Concept Proposal Review
Step 2: Full Proposal
October - December
December - May
Step 2(a) Full Proposal Submittal
Step 2(b) Administrative Review
Step 2(c) Site Visit
Step 2(d) Full Proposal Evaluation
May
June - November
Step 3 Board Consideration
Step 4 Grant Agreement Negotiation

C. Application Instructions

Concept proposals are encouraged from any eligible applicant. Instructions on how to prepare and submit a concept proposal are available on the Conservancy's website: http://deltaconservancy.ca.gov/prop-1/.

Applicants may choose to submit a full proposal after submitting and receiving feedback on a concept proposal. The full proposal includes the following components:

1. Full Proposal Application Form
2. Attachments
3. Supplementary materials

The Full Proposal Application Form and attachments are available on the Conservancy's website: http://deltaconservancy.ca.gov/prop-1/. The Application Form is designed to collect information about the project and the applicant and will serve as the basis on which the proposal is evaluated. Each application must include the required attachments, in the specified file type (Word or Excel), and use the templates that the Conservancy provides. Required attachments include:

- Financial Management System Questionnaire and Cost Allocation Plan
- Schedule and List of Deliverables
- Line Item Budget by Task
- Funding by Source

The following attachments are required if relevant to the proposed project:

- California Conservation Corps Consultation
- Acquisition Table
- Performance Measures Table

Applicants must submit the following supplementary materials if they are relevant to the proposed project:

- Authorization or Resolution to Apply
- Organizational Documents
- Acquisition Information (see page 26 of this document for more information)
- Maps and site plans
- Letter from landowner/water rights holder (if not the applicant)
- Final CEQA documents
- Covered action checklist
- Letters of Support and Cost Share Commitment Letters
- Resolutions of Support from Applicable Local Government Agencies

For more information about what is required in the full proposal, please carefully read the Proposal Requirements information beginning on page 20.

D. Proposal Review

Eligibility Review

Conservancy staff will review the eligibility of each proposal. At the concept proposal stage, staff will provide feedback based on the eligibility questions below. Eligibility will be reassessed during the full proposal review process. Projects will be deemed eligible only if all four eligibility questions are answered affirmatively.

Eligibility Questions

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. Is the project a multibenefit ecosystem or watershed protection or restoration project?
3. Is the project an ecosystem protection, restoration, or enhancement project; a water quality project; or a water-related agricultural sustainability project that has ecosystem or watershed benefits?
4. Is the project aligned with State priorities as described in Proposition 1, the California Water Action Plan, the Conservancy's governing statute and 2017-2022 Strategic Plan, and the Delta Plan?

Concept Proposal Evaluation

Staff will review concept proposals and provide feedback on the following:

1. Project Description
2. Project Team
3. Budget
4. Cost Share
5. Cost Leveraging
6. Alignment with State Priorities
7. Long Term Benefit
8. Readiness
9. Local Support
10. Scientific Merit

All concept proposal applicants will be provided with feedback regarding the soundness of the concept and the readiness of a project to submit a full proposal, and to indicate what additional information is recommended for inclusion in a proposal.

Full Proposal Evaluation and Scoring

Full proposals will be evaluated using the following criteria (for a maximum of 100 points). The number of total possible points is indicated for each criterion. Projects must score a total of 75 points or more to be recommended for funding.

Criterion Number	Criterion Category	Points	Criterion Description
1	Project Description	13	How well does the proposal provide a clear description of the project, including the following? • Need for the project, goals, and objectives • Tasks and deliverables (Deliverables should be recorded on the Schedule and List of Deliverables attachment) • Specific requirements of the Conservancy's governing statute and Grant Guidelines that apply to acquisitions (if applicable)
2	Project Team	5	To what extent does the proposal describe appropriate organizational capacity and demonstrate the appropriate qualifications of affiliated staff and committed partners? To what extent does the proposal demonstrate that necessary partnerships have been developed?
3	Budget	7	How clear, reasonable, and justified is the project's budget, including all budget tables?
4	Cost Share	5	To what extent does the project have a cost share with private, federal, or local funding to maximize benefits? • Cost share of >40% of proposed budget (5 points) • Cost share of 31-40% of proposed budget (4 points) • Cost share of 21-30% of proposed budget (3 points) • Cost share of 11-20% of proposed budget (2 points) • Cost share of 1-10% of proposed budget (1 point) • Cost share of <1% of proposed budget (0 points)
5	Cost Leveraging	3	To what extent does the project leverage other state funds? • Funds leveraged >20% of proposed budget (3 points) • Funds leveraged equivalent to 11-20% of proposed budget (2 points) • Funds leveraged equivalent to 1-10% of proposed budget (1 point) • Funds leveraged <1% of proposed budget (0 points)
6	Alignment with State Priorities	15	How well does the proposal demonstrate alignment between a specific, on-the-ground project and State priorities as described in the following? • Proposition 1 • California Water Action Plan • Delta Conservancy governing statute • Delta Conservancy' 2017-2022 Strategic Plan • Delta Plan • Applicable species recovery plans • Applicable regional plans
7(a)	Long Term Viability	5	For planning projects, how well does the proposal explain how the planning effort will contribute to a specific on-the-ground project?

Criterion Number	Criterion Category	Points	Criterion Description
7(b)	Long Term Viability	5	For implementation projects, how well does the proposal demonstrate plans for long-term management and sustainability of the project for the required minimum of 15 years?
8(a)	Readiness	12	For planning projects, how well does the proposal demonstrate how the proposed planning activities will advance the project toward implementation in a timely manner? Is the proposed project beyond the feasibility stage? How will previous and subsequent phases ensure that environmental compliance and all data gaps are addressed? When will the related implementation project be ready to start?
8(b)	Readiness	12	For implementation projects, how complete is project planning including the status of CEQA and permitting efforts? When will the project be ready to begin implementation? If applicable, what is the status of land tenure)?
9	Local Support	15	How well does the proposal demonstrate that the project has local support? How well does the proposal demonstrate an approach to informing and consulting potentially affected parties and to avoiding, reducing, or mitigating conflicts with existing and adjacent land uses?
10	Scientific Merit	20	How well does the proposal explain the scientific basis of the proposed project including the application of best available science? • Does the proposal demonstrate the application of the Delta Plan's adaptive management framework, appropriate to the scope of the proposed project? • How well does the proposal address potential vulnerabilities of the project site to climate change effects and how will the project account for and provide adaptation and/or resiliency? • For implementation projects, how well is performance assessment and monitoring described?

E. Scoring Threshold and Funding Decisions

Only proposals scoring 75 points or more are eligible to be recommended to the Board for funding. Further, to be recommended to the Board, a project must provide enough information so that it can be successfully evaluated and receive a passing score on all the following key evaluation criteria: Project Description, Project Team, Budget, Alignment with State Priorities, Readiness, Local Support, and Scientific Merit. A score of 75 points during the full proposal stage does not guarantee that the proposal will be recommended for funding, that a grant award will be made, or that a project will receive all the requested funding. Funding recommendations and decisions will be based upon scores and the reasonableness of costs, as well as the diversity of the types of projects and their locations, which together will create maximum benefit within the

Delta. If funding requested by proposals that receive at least 75 points exceeds the funds available for the grant cycle, the Conservancy may choose to award partial funding. The Board may also choose to prioritize for approval any unfunded projects that scored more than 75 points, should subsequent funding become available. If a project scores at least 75 points but does not demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right to not fund the project or to require that the conflict is satisfactorily resolved before awarding funding. The Board may, within its discretion, approve a conditional award of funds or reserve funds to accommodate pending actions (e.g., completion of CEQA). A reservation of funds does not guarantee that the grant will be awarded.

Proposal Requirements

A. Conflict of Interest

Applicants are subject to State and federal conflict of interest laws. If an applicant has formerly worked for the Conservancy, presently works with the State, or has an existing or previous contract with the Conservancy and is contemplating applying for a grant, the applicant should consult with Conservancy staff to determine eligibility. Applicable statutes include, but are not limited to, Public Contract Code sections 10365.5, 10410, and 10411.

B. Confidentiality

Once an applicant has submitted a proposal to the Conservancy, any privacy rights, as well as other confidentiality protections afforded by law with respect to the application package, are waived. All 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

Prior to submitting a full proposal, all applicants shall first consult with the California Conservation Corps and the California Association of Local Conservation Corps (Corps) as to the feasibility of using their services to implement projects unless noted exceptions apply (California Water Code (CWC) §79734). Planning projects and acquisition projects are generally exempt; pilot projects should consult the Corps. Applicants that fail to engage in such consultation are not eligible to receive funding through the Conservancy's Proposition 1 Grant Program. If an applicant submits a proposal to the Conservancy for a project for which it has been determined that Corps services can be used, the applicant must identify in the proposal the appropriate Corps and the component(s) of the project in which they will be involved, and include estimated costs for those services in the Budget Tables. Further, applicants awarded funding must thereafter work with the Corps to develop a statement of work and enter into a contract with the appropriate Corps. A form with additional guidance on the steps necessary to ensure compliance is available on the Conservancy's website: http://deltaconservancy.ca.gov/prop-1/.

D. Environmental Compliance

Activities funded under this Grant Program must comply with applicable State and federal laws and regulations, including the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), the Delta Plan, and other environmental permitting requirements. The applicant is solely responsible for project compliance. Applicants should be prepared to submit any permits, surveys, or reports that support the status of their environmental compliance.

For projects subject to CEQA, 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 may serve as the lead agency. The applicant must coordinate with the Conservancy at the concept proposal stage if the Conservancy is proposed to act as the lead agency for the project.

For proposed projects that include an action that is likely to be deemed a covered action pursuant to CWC section 85057.5, the applicant is responsible for ensuring consistency with the Delta Plan. The Conservancy encourages all applicants to communicate with the Delta Stewardship Council to understand if their projects will need to certify their consistency with the Delta Plan. For all implementation projects, a covered action checklist must be submitted with the full proposal. For those projects that will need to certify consistency, the proposal shall include a description of how consistency will be achieved and may include in its budget the funding necessary to complete related tasks, including the development of an Adaptive Management Plan. The project must be certified as consistent with the Delta Plan before funds are disbursed for construction or the physical implementation of the project. The applicant must coordinate with the Conservancy at the concept proposal stage, if the Conservancy is proposed to act as the covered action lead agency for the project.

E. Water Rights

Funded projects that address stream flows and water use shall comply with the CWC as well as any applicable State or federal laws or regulations. Any project 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 funding term of a grant. In addition, any project 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 SWRCB must specify that the water proposed for acquisition is in addition to the water that is needed to meet regulatory requirements (section 79709(a)). Applicants may apply for funding from the Conservancy to complete the section 1707 petition process, but the SWRCB must approve the petition 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 SWRCB regulations regarding the diversion and use of water, including ensuring 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 holders (section 79711(d)). For implementation and pilot projects that require water application (e.g., restoration, working lands enhancements, etc.), applicants must submit a statement number or application number for the water right they propose to use, as well as a short narrative 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 consult with the office of the Delta Watermaster regarding 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 these water rights appear to be subject to challenge. When considering if a project should be recommended for funding, Conservancy staff will consider the Watermaster's input and any issues identified during review.

If applicable, applicants must provide a letter of support from the entity providing water for an implementation project. The letter must verify that the water right 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.

F. Best Available Science

All proposals will be evaluated on the scientific basis of their project. Applicants must provide a description of the scientific foundation of their project, including scientific literature, studies, or expert opinion that they have consulted. Applicants must use the best available science when planning and implementing their proposed projects. A more complete review of best available science can be found in Appendix 1A of the Delta Plan.

Applicants proposing ecosystem restoration and enhancement projects are encouraged to take into account the landscape considerations and guidelines discussed in *A Delta Renewed: A Guide to Science-Based Ecological Restoration in the Sacramento-San Joaquin Delta* (A Delta Renewed, SFEI-ASC, 2016) when determining appropriate habitat restoration or enhancement actions. All applicants are encouraged to consult recent resources on climate change in California, which include the following: California Natural Resources Agency's Safeguarding California Plan: 2018 Update (particularly the Biodiversity and Habitat Section), Cal-Adapt (includes climate tools, data, and resources), the California Climate Commons, Point Blue Conservation Science's Climate-Smart Restoration Toolkit, and the Ocean Protection Council's 2017 Rising Seas in California: An Update on Sea-Level Rise Science.

G. Adaptive Management

Adaptive management is a framework and flexible decision-making process that advances scientific understanding and increases the likelihood for a project to achieve desired goals and objectives in the face of uncertainties such as climate change or ecological response to management decisions. Long-term management is related to adaptive management, and the two terms are frequently conflated. Adaptive management describes the scientific process in which the entire project is embedded, whereas long-term management deals with the on-going stewardship and maintenance of the site. The process for collecting and analyzing science-based information – a critical component of adaptive management – should be a factor in long-term management planning and decisions. All applicants are required to develop and utilize science-based adaptive management that is consistent with the Delta Plan's Nine-Step Adaptive Management Framework, found here: http://deltacouncil.ca.gov/sites/default/files/documents/files/AppC_Adaptive%20Management_2013.pdf.

Depending on the status and type of a proposed project, adaptive management expectations will vary. Planning projects may not have all nine steps fully developed, but are expected to describe how they will be considered and incorporated as the project progresses. Conservation easement proposals must describe the application of an adaptive management framework, but may not have much leeway to alter easement terms. Projects that employ well-established best management practices do not carry the same burden of proof as those attempting new, untested approaches. Since the adaptive management approach should be integrated throughout the project, its description will be incorporated into many sections of the proposal.

Applicants will be asked to summarize their approach to adaptive management in the Scientific Merit section of the full proposal.

H. Performance Monitoring and Assessment

All implementation project proposals (including those for acquisition projects) and all pilot projects must describe a performance monitoring and assessment framework that identifies the performance measures that will be used to demonstrate the ecosystem and/or watershed benefits of the project, how they will be monitored and assessed, and how monitoring data will be reported. A complete performance monitoring and assessment plan will be a required grant deliverable. Costs for developing and implementing a performance monitoring and assessment plan may be included in the budget for the full proposal. The completion of the plan must be noted in the Schedule and List of Deliverables. For projects deemed covered actions under the Delta Plan, performance monitoring and assessment will be a component of the Adaptive Management Plan required as part of the process of certifying consistency with the Delta Plan. A performance monitoring and assessment framework is not required for planning projects. Performance of planning projects will be evaluated based on completion of project deliverables per the grant agreement.

The Conservancy reserves the right to negotiate specific terms and conditions for performance monitoring and assessment prior to grant execution to ensure appropriate methods and measures are identified and to assist with consistency of nomenclature, units, and measurements.

Performance Measures

A key attribute of the performance monitoring and assessment framework is the development of project-specific performance measures. Performance measures must be designed so the Conservancy can ensure that projects achieve outputs, are on-track to meet their intended objectives, and provide value to the State of California.

Applicants for implementation and pilot projects must prepare and submit a Performance Measures Table, specific to their proposed project, that demonstrates how ecosystem and watershed benefits will be measured. Draft tables are required as a component of the concept proposal. Applicants are encouraged to contact Conservancy staff to discuss performance measures prior to submitting a concept proposal.

The Performance Measures Table requires applicants to align their project objectives with measurable outputs and outcomes. **Output** performance measures track project implementation and management actions *(e.g., acres of ecosystem restored or preserved, number of trees planted, and number of barriers to fish migration removed).* **Outcome** performance measures evaluate ecosystem responses to project implementation *(e.g., responses by target fish and wildlife populations, responses in ecosystem function).*

The Delta Conservancy has identified a suite of standardized performance measures intended to measure the ecosystem and/or watershed benefits of a project**. Applicants are required to utilize these performance measures to the extent that they are reasonably applicable to the proposed project.** The list of standardized performance measures is not exhaustive. Additional project-specific outputs and outcomes may be required to meet the project objectives

Outputs:

1. Increased acres or linear feet of the following ecosystem/land use types that are protected, restored, or enhanced:
    - Wetlands
        - Freshwater emergent marsh/wetland, tidal
        - Freshwater emergent marsh/wetland, nontidal
        - Saline/brackish emergent marsh/wetland
        - Seasonal wetlands (including vernal pools, wet meadows, and managed wetlands)
    - Riparian forest
        - Valley foothill riparian
    - Upland
        - Grassland
        - Oak woodland/savanna
    - Floodplain spawning and rearing habitat (may comprise other habitat types)
    - Shaded riverine aquatic cover

    (See Appendix C: Ecosystem and Land Use Types for definitions.)
2. Increased acres or linear feet with a best management practice implemented (identify by type of best management practice)
3. Increased acres of agricultural lands protected, established, or enhanced by implementing multi-benefit restoration projects
4. Increased acres or linear feet of invasive species treated
5. Increased acre-feet of water protected or conserved per year to increase flow in periods of limited water supply
6. Increased metric tons of carbon sequestered per year
7. Increased acre-feet of contaminated runoff treated or retained on-site
8. Reduced concentrations and/or loading of point source pollutants (such as from municipal stormwater) into associated waterbody or into offsite discharge
9. Reduced concentrations and/or loading of non-point source pollutants such as sediment, pesticides, bio-stimulatory substances (inorganic nutrients such as ammonium, nitrate, and phosphate) or other pollutants into associated waterbody or into offsite discharge

Outcomes:

1. Increased use/occurrence of native animal species at restored/enhanced project site
2. Maintained use/occurrence of native animal species at protected project site
3. Increased ratio of native to nonnative plant species at restored/enhanced project site
4. Increased abundance of desirable aquatic macro-invertebrates at project site
5. Increased desirable primary productivity at project site
6. Increased water supply to associated waterbody or for groundwater recharge
7. Increased use/occurrence of native fish species in associated waterbody
8. Increase in dissolved oxygen concentrations in associated waterbody
9. Reduced toxicity[3] of water or sediment in associated waterbody
10. Improvement in other water quality conditions (such as decreased water temperature) in associated waterbody

[3] Evaluated with toxicity testing using standard methods approved by the USEPA and/or SWRCB (as appropriate).

Monitoring and Assessment Framework

In addition to identifying performance measures, applicants must describe their approach to monitoring and assessing performance. Applicants should incorporate standardized monitoring approaches, where applicable, into their monitoring and assessment frameworks and evaluate opportunities to coordinate with existing monitoring efforts or produce information that can readily be integrated into such efforts. If an applicant determines that the use of standardized approaches is not appropriate, the proposal must provide a clear justification and a description of the proposed approach. Types of standardized methods and related data portals include:

- **Wetland and riparian restoration**: Wetland and Riparian Area Monitoring Program (WRAMP) framework for data collection, EcoAtlas for data reporting
- **Water quality, toxicity, and bioassessment data**: Surface Water Ambient Monitoring Program (SWAMP) for standardized methods and data collection, California Environmental Data Exchange Network (CEDEN) for data reporting
- **Coastal salmonids**: California Coastal Monitoring Program for both methods and reporting

Grantees will be required to add their project into EcoAtlas Project Tracker and provide periodic updates. For additional information, refer to the "Project Tracker" online tool on the EcoAtlas website.

Environmental data and information collected under the Conservancy's Proposition 1 Grant Program 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. All data collected and created is a required deliverable.

I. Long-Term Management

The goal of long-term management is to foster the ongoing success of the project and viability of the site's natural resources, ensuring that the benefits arising from the project endure beyond the end of the Grant Funding Term. Applicants must describe future land management activities, explaining how the project, once implemented, will be stewarded for at least 15 years per the requirement for capital outlay projects as specified in the State General Obligation Bond Law. 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.

J. Land Tenure

For all projects conducted on land that is not owned by the grantee, the grantee must demonstrate that they have adequate site control prior to the disbursement of grant funds. At the time of application, all projects that require site access must describe the status of site control. Applicants must provide a letter of support from the landowner of the project site if the applicant is not the landowner. Once funds are awarded, all projects must submit documentation showing that they have adequate site control to implement the proposed project. Implementation projects must submit documentation proving that they have adequate control to improve or restore the site, and to maintain the project for a minimum of 15 years. Grantees may assign the responsibility to implement, monitor, and maintain a project, but will

still be accountable for any assigned tasks. If the grantee owns the land on which the project is being implemented, the grantee must record the grant agreement against the deed of the property. If the grantee 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. The landowner access agreement must be signed by the grantee and the landowner, and must include a legal description of the land on which the project is being implemented; the Conservancy will approve as to form. A landowner access agreement template can be found on the Conservancy's Proposition 1 Grant Program web page. Grantees opting not to use the template must submit an alternate agreement that conforms to the terms of the template. Costs associated with the development of the land tenure agreement can be included in the project budget, but cannot be reimbursed until the landowner access agreement is approved as to form by the Conservancy. For lands being acquired with Conservancy funds, the Land Acquisitions section, below, describes land tenure requirements.

K. Land Acquisitions

The Conservancy may award funds for a land acquisition project. 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 agencies[4] 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 s/he is 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 a proposal is submitted, 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.
- Department of General Services must review and approve all appraisals of real property. Appraisals must comply with section 5096.510 of the Public Resources Code. 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 are also subject to a specific set of additional requirements that must be met prior to and immediately after closing escrow. For more information, please refer to the checklist provided in Appendix D: Land Acquisition Checklist. Note that the Conservancy will do an assessment of mineral rights based on information provided by the applicant. Based on its assessment, the Conservancy will determine whether the risk posed by exercising existing mineral rights and the related consequences for intended conservation purposes is acceptable to the Conservancy. If the Conservancy determines that the risk is not acceptable and the risk

[4] Government Code, Chapter 16, section 7260 et seq.

cannot be reduced to an acceptable level within a reasonable amount of time, then the Conservancy may rescind the grant award.

In addition to the purchase of real property, acquisition projects may seek reimbursement for costs associated with personnel time, appraisal and appraisal review, due diligence costs, closing costs, and other costs related to the acquisition of real property. In total, other costs related to the acquisition of real property may not exceed 10 percent of the land acquisition cost that is being requested from the 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 land acquisition cost, for which funds will be transferred into escrow once all requirements have been met as specified in Appendix D: Land Acquisition Checklist.

Acquisition projects must address all other requirements of implementation projects, including the development of scientific outputs and outcomes and a performance monitoring and assessment framework. The following additional 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 (a template is provided on the Conservancy's Proposition 1 Grant Program web page)
- Copy of the Purchase and Sale or Option Agreement, or Willing Seller Letter(s)
- Appraisal or justification of estimated Fair Market Value
- Map showing lands that will be acquired, including parcel lines and numbers

Proposals for acquisition of real property must also address the following, as required by section 32364.5(b) of the Conservancy's governing statute.

- The intended use of the property
- The manner in which the land will be managed
- 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
- How payments will be provided in lieu of taxes, assessments, or charges otherwise due to local government, if applicable

L. Budget Tables

Using the Budget Tables provided with the full proposal application materials, applicants must identify all project expenses for which Conservancy funds are being requested. Budget Tables include the concept proposal Budget Table template and the following full proposal attachments: Line Item Budget by Task and Funding by Source. **All budget numbers must be reasonable, consistent across budget tables, and fully explained and justified in the budget narrative of the full proposal application form.** All expenses must be eligible and conform to the following cost categories in the Line Item Budget by Task:

- **Personnel Services**. Personnel rates may only include salary and wages, fringe benefits, and payroll taxes. Compensation for personnel services includes all compensation paid by the organization for services of employees working directly on the project during the Grant Funding Term. The expenditures are allowable to the extent that the total compensation for individual employees is supported and reasonable for the services rendered. Fringe benefit expenses may include holidays, vacation, sick leave, actual employer contributions or expenses for social security, employee insurance, workmen's compensation insurance, and pension plan costs. During invoicing, grantees may be asked to provide timesheets to the Conservancy.
- **Operating Expenses (General)**. General Operating Expenses include all materials and supplies, such as field supplies, office supplies, permits and fees, travel expenses, and other general expenses required to directly implement the project. All costs should be allocated according to the most equitable basis practical. During invoicing, all expenses must be supported by receipts.
- **Operating Expenses (Subcontractor)**. Subcontractor expenses, including equipment rentals, are allowable if work to be completed or services to be provided are directly linked to the proposed project and are consistent with the tasks and schedule provided in the proposal. Note that subcontractor expenses may not be factored into the indirect cost calculation. Grantees must provide copies of all contracts to the Conservancy upon request.
- **Operating Expenses (Equipment)**. Equipment includes nonexpendable, tangible personal property having a useful life of more than one year and an approximate unit price of $5,000 or more, as well as theft-sensitive items of equipment costing less than $5,000 (such as electronics). The Conservancy will only reimburse for a cost proportionate to the usage of the equipment for the project being funded by the Conservancy. Equipment purchases are allowable, if specified as a requirement for the completion of the project. However, justification for the purchase of equipment must be provided. Grantees must keep an inventory record including the date acquired, total cost, serial number, model identification, and any other information or description necessary to identify said equipment for the duration of the Grant Funding Term. Note that equipment expenses may not be factored into the indirect cost calculation.
- **Acquisition Cost**. The acquisition cost includes only the purchase of real property. In total, appraisal and appraisal review, personnel time, due diligence costs, closing costs, and other costs related to the acquisition of real property may not exceed 10 percent of the acquisition cost that is being requested from the Conservancy. Note that the acquisition cost may not be factored into the indirect cost calculation.
- **Indirect Costs.** Indirect costs that do not have a specific direct relationship to the project but are a requirement for the completion of the project may be eligible for reimbursement. Indirect costs are capped at a rate of 20 percent of the sum of the Personnel Services and Operating Expenses (General) line items. 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 20 percent cap on the specified line items. Indirect costs may not be applied to subcontractor or equipment line items, nor to land acquisition costs. Indirect costs must be reasonable, allocable, and applicable and may include administrative support (e.g., personnel time for

accounting, legal, executive, information technology, or other staff who support the implementation of the proposed project but 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). Indirect costs may not be included in the hourly rate for personnel billing directly to the grant. Indirect rates are strictly enforced for all applicants. These costs are subject to audit and must be documented by the grantee.

Budget Tables should include costs for the tasks described in the full proposal and must demonstrate how grant management and reporting costs will be funded, either by the Conservancy's Proposition1 Grant Program or using cost share or State leveraged funds. Applicants are encouraged to review other Conservancy requirements that may be eligible for Conservancy grant funding (e.g., Delta Plan consistency, developing a landowner access agreement, etc.) and include these in their budgets where applicable.

Applicants must also identify cost share contributions if receiving funding for the project from a source other than the Conservancy.

M. Cost Share and State-Leveraged Funds

The Conservancy's Proposition 1 Grant Program does not have a match requirement; however, applicants are encouraged to cost share to support their project. Cost share is the portion of the project expense borne by private, local, and federal funding partners. Cost sharing encourages collaboration and cooperation. 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). Only cost share commitments made explicitly for the project may count toward the cost percentage for purposes of evaluation and scoring of proposals. Applicants stating that they have a cost share component must include commitment letters from cost share partners at the time the full proposal is submitted; these letters must specifically confirm the dollar amount committed. Cost share funds must be spent between the close of the full proposal submission period and the end of the Grant Funding Term.

Points are awarded based on cost share percent (see the Proposal Review section beginning on page 16 for more information) which is calculated by dividing the total eligible cost share (only that from federal, local, or private sources) by the total dollar amount requested from the Conservancy. In-kind cost share is defined as all non-cash contributions to the project with an assigned value, and may include volunteer time, supplies, and equipment. For the purposes of scoring, all in-kind cost share must be matched with cash cost share at a one-to-one ratio. For example, if a project has $25,000 of cash cost share, the maximum qualifying in-kind cost share is $25,000. Points would not be awarded for any in-kind cost share that exceeds $25,000. For projects without any cash cost share, in-kind cost share will not be calculated into the project's cost share score.

The Conservancy will also provide up to three points for proposals that leverage State funds for multibenefit projects. State funds may not count toward the cost share. Applicants stating that they are leveraging other State funds must include commitment letters from leverage partners when submitting the full proposal, and funds must be spent between the time that the full proposal submission period closes and the end of the Grant Funding Term. The same cash to in-kind ratio applies, and points are calculated as noted above.

N. Financial Management Systems Questionnaire and Cost Allocation Plan

A Financial Management Systems Questionnaire and Cost Allocation Plan form is required from all applicants at the time of full proposal (a template will be provided on the Proposition 1 Grant Program web page). The information provided will be used to assess the applicant's financial capacity for managing the proposed grant. The Financial Management Systems Questionnaire must be signed and dated and requires the applicant to provide the following information:

- Organizational Data
- Financial Audit Data
- Financial Statement
- Accounting System Data
- Timekeeping System Data
- Purchasing System

The Cost Allocation Plan should be tailored to fit the specific policies of the applicant. The plan requires information about how the applicant allocates costs to ensure an equitable distribution of costs to programs. Recipients must have a system in place to equitably charge costs.

O. Demonstration of Local Support

Applicants are expected to demonstrate local support by describing in their proposals both public and institutional support for the project, including how the community and stakeholders are engaged in the project. Letters of support may also be included. It is the applicant's responsibility to contact, seek support from, and coordinate with applicable State agencies, cities, counties, and local districts; and other public and private stakeholders and surrounding landowners. If an applicant has a project-specific resolution of support from the affected city, county, or local district, it should be included with the full proposal to facilitate the overall assessment process. A resolution of support from the Board of Supervisors from the county in which the project is located is a component of the full proposal and is required to achieve maximum points.

P. Local Notifications

In compliance with the Conservancy's governing statute (Public Resources Code section 32363) and Proposition 1, the Conservancy will notify local government agencies – such as counties, cities, and local districts – about eligible grant projects in their area being considered for funding. Conservancy staff will also notify the applicable public water agency, levee, flood control, or drainage agency (when appropriate). The individual Conservancy Board members representing each of the five Delta counties will also be notified and may wish to communicate with the affected entities. For acquisition projects, the Conservancy will coordinate and consult with the Delta Protection Commission and the city or county in which a grant is proposed to be implemented or an interest in real property is proposed to be acquired. The Conservancy will work with the grantee to make all reasonable efforts to address concerns raised by local government entities.

Q. Consultation and Cooperation with State and Local Agencies

The Conservancy will coordinate with the appropriate departments in State government with interests in the Sacramento-San Joaquin Delta, including the Central Valley Flood Protection Board, the Delta Stewardship Council, the California Natural Resources Agency's EcoRestore program, and the California Department of Fish and Wildlife (CDFW). In particular, the Conservancy will work with CDFW Proposition 1 program staff to coordinate funding requests. If the Conservancy and CDFW are co-funding a project, the agencies will work to ensure that each funder has a discrete scope of work, and that the project is managed as two distinct grant agreements. Each agency will be required to report on the specific metrics of the project it is funding to ensure that funds are being managed in the best interest of the State. The Conservancy strongly encourages applicants to reach out to both agencies prior to applying for funding to discuss options for funding projects. It is the responsibility of the applicant to ensure that proposals submitted to both the Conservancy and to CDFW clearly describe the specific work that will be funded by each agency. The proposed scope of each proposal must be distinct and without overlap. Applicants must describe the overall project and how the proposals relate.

R. Disadvantaged Communities

Proposition 1 does not require that the Conservancy direct a specific portion of funding to projects that benefit disadvantaged communities (less than 80 percent of the State's median household income based on U.S. Census). However, a large majority of the communities found within the Delta are considered disadvantaged communities according to the U.S. Census, as are many of the communities immediately outside of the Delta. Any Proposition 1 funds spent on improving aspects of the Delta will very likely have some benefit to one or more disadvantaged communities. Applicants must identify any disadvantaged communities that overlap with the footprint of the proposed project, which disadvantaged communities occur within one mile of the footprint, and which disadvantaged communities occur within five miles of the project footprint. Refer to the Disadvantaged Communities Mapping Tool found at: https://gis.water.ca.gov/app/dacs/.

Requirements if Funded

A. Grant Provisions

For each awarded grant, the Conservancy will develop an individual grant agreement with detailed provisions and requirements specific to that project. A draft grant agreement template is provided on the Conservancy's Proposition 1 Grant Program web page. Please be aware that if you receive a grant from the Conservancy, the provisions listed below will apply:

- Actual awards are conditional upon funds being available from the State (see Loss of Funding section, below).
- Eligible expenses incurred upon the start date listed in the grant agreement and prior to the end of the Grant Funding Term may be reimbursed. Grant eligible costs will only be paid in arrears on a reimbursement basis (with the exception of acquisition costs), require supporting documentation, and may be subject to audit (see Appendix E: State Auditing Requirements).
- For all 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 disbursement of funds.
- For implementation projects, funds for construction will not be disbursed until all required environmental compliance and permitting documents have been received by the Conservancy, including certification of consistency with the Delta Plan.
- As part of the grant agreement, the grantee is required to certify that it is the grantee's responsibility to comply with all federal, State and local laws that apply to the project.
- Grantees will not be reimbursed 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 of work or costs funded by a Conservancy grant;
    - the project has changed and is no longer eligible for funding; or
    - the applicant requests to end the project.

B. Loss of Funding

Work performed under the grant agreement is subject to availability of funds through the State's budget process. If funding for the grant agreement is reduced, eliminated, or delayed by the Budget Act or through other budget control actions, the Conservancy shall have the option to cancel the grant agreement, offer to the Grantee a grant agreement amendment reflecting a reduced amount, or suspend work. In the event of cancellation of the grant agreement or suspension of work, the Conservancy shall provide written notice to the grantee and be liable only for payment for any work completed pursuant to the grant agreement up to the date of the written notice. The Conservancy shall have no liability for payment for work carried out or undertaken after the date of written notice of cancellation or suspension. In the event of a suspension of work, the Conservancy may remove the suspension of work by written notice to the Grantee. The Conservancy shall be liable for payment for work completed from the date of written notice of the removal of the suspension of work, consistent with other terms of the grant agreement. In no event shall the Conservancy be liable to the grantee for any costs or damages associated with any period of suspension, nor shall the Conservancy be liable for any

costs if, after a suspension, no funds are available and the grant agreement is then cancelled based on budget actions.

C. Labor Code Compliance

Grants awarded through the Conservancy's Proposition 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. 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.

D. Reporting

All projects will be required to provide quarterly progress reports during the Grant Funding Term and a final report prior to receiving the final reimbursement. Specific reporting requirements will be included in the grant agreement.

E. Amendments

Grant agreements may be amended to extend the term of a grant agreement, to change the scope of work, and/or change the budget. To maintain the integrity of this competitive Grant Program, requests for amendments for significant changes to the scope of work will not be considered. Changes to one or more of the factors above will be required to follow the process outlined below.

1) **Request.** Grantee submits formal, justified amendment request in writing to the Conservancy.
2) **Review.** Amendment request is reviewed and approved or denied by Conservancy staff.
3) **Approval.**
    a) The Board will consider approval as an agendized topic for:
        i) budget amendments that exceed 10 percent of the total budget or $50,000
    b) The Board will consider approval on the consent calendar for:
        i) any budget amendments that are 10 percent or less of the total budget, not to exceed $50,000, that are not time sensitive;
        ii) any amendments to scope that do not significantly change the scope and that are not time sensitive; and
        iii) any amendments to grant term that are not time sensitive.
    c) Staff will determine approval for:
        i) time sensitive budget amendments that are 10 percent or less of the total budget, not to exceed $50,000;
        ii) time sensitive amendments that do not significantly change the scope; and
        iii) time sensitive amendments to grant term.
4) **Execution.** Upon receiving appropriate authorizations, Conservancy staff will draft and route the amendment agreement for execution.

F. 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 implementation projects, grantees shall post signs at the project site acknowledging the source of the funds. Size, location and number of signs shall be approved by the Conservancy. Required signage must be in place prior to final distribution of grant funds.

Appendix A: 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

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

California Department of Fish and Wildlife

Delta Conservation Framework: https://www.wildlife.ca.gov/Conservation/Watersheds/DCF

California State Parks

California State Parks – Recreation Proposal for the Sacramento-San Joaquin Delta and Suisun Marsh (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

Central Valley Joint Venture

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

Collaborative Science Policy Group

Calendar Year 2015 Annual Progress Report to the Collaborative Science Policy Group: https://www.water.ca.gov/-/media/DWR-Website/Web-Pages/What-We-Do/Science/Files/Collaborative-Science-and-Adaptive-Management-Program-2015-Annual-Progress-Report-3-15-16.pdf?la=en&hash=21510FC875B65F792DFF719606F4D2AB96657FF1

Delta Stewardship Council

Delta Plan (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

Ecosystem Amendment: http://deltacouncil.ca.gov/delta-plan-ecosystem-amendment

Department of Water Resources

Central Valley Flood Protection Plan (2012): http://www.water.ca.gov/floodsafe/fessro/docs/flood_tab_cvfpp.pdf

Disadvantaged Communities Mapping Tool: https://www.water.ca.gov/Programs/Integrated-Regional-Water-Management/Mapping-Tools

Delta Protection Commission

Delta Protection Commission – Land Use and Resource Management Plan: https://www.delta.ca.gov/land_use/land_use_plan/

Delta Protection Commission – Economic Sustainability Plan for the Sacramento-San Joaquin Delta. (2012): http://www.delta.ca.gov/regional_economy/economic_sustainability/

National Marine Fisheries Service

Central Valley Chinook Salmon and Steelhead Recovery Plan: http://www.westcoast.fisheries.noaa.gov/protected_species/salmon_steelhead/recovery_planning_and_implementation/california_central_valley/california_central_valley_recovery_plan_documents.html

National Oceanic and Atmospheric Administration

National Oceanic and Atmospheric Administration's West Coast Salmonid 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/

Delta Smelt Resiliency Strategy: http://resources.ca.gov/docs/Delta-Smelt-Resiliency-Strategy-FINAL070816.pdf

EcoRestore: http://resources.ca.gov/ecorestore/

Sacramento Valley Salmon Resiliency Strategy: http://resources.ca.gov/docs/Salmon-Resiliency-Strategy.pdf

Sacramento-San Joaquin Delta Conservancy

Delta Conservancy's governing statute: http://deltaconservancy.ca.gov/legislation/

Strategic Plan: http://deltaconservancy.ca.gov/strategic-plan/

San Francisco Estuary Institute

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

California Rapid Assessment Method: www.cramwetlands.org

Delta Landscapes Project: http://www.sfei.org/projects/delta-landscapes-project#sthash.Ci0ssN4g.dpbs

Delta Renewed: http://www.sfei.org/documents/delta-renewed-guide-science-based-ecological-restoration-sacramento-san-joaquin-delta

Delta Transformed: http://ebooks.sfei.org/DeltaLandscapes/#page/1

EcoAtlas: www.ecoatlas.org

Sacramento-San Joaquin Delta Historical Ecology Investigation: Exploring Pattern and Process: http://www.sfei.org/documents/sacramento-san-joaquin-delta-historical-ecology-investigation-exploring-pattern-and-proces

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

United States Department of Fish and Wildlife

California Tiger Salamander – Central California DPS Recovery Plan: https://www.fws.gov/sacramento/outreach/2017/06-14/docs/Signed_Central_CTS_Recovery_Plan.pdf

Giant Garter Snake Recovery Plan: https://ecos.fws.gov/docs/recovery_plan/20170928_Signed%20Final_GGS_Recovery_Plan.pdf

Suisun Marsh Plan: https://www.usbr.gov/mp/nepa/includes/documentShow.php?Doc_ID=17283

Tidal Marsh Recovery Plan: https://www.fws.gov/sfbaydelta/EndangeredSpecies/RecoveryPlanning/Tidal_Marsh/Documents/tidal_marsh_recovery_plan_v2_appendices.pdf

Vernal Pool Recovery Plan: https://www.fws.gov/sacramento/es/Recovery-Planning/Vernal-Pool/

Yolo County

Yolo County Agricultural Economic Development Fund. http://www.yolocounty.org/home/showdocument?id=26874

Appendix B: Programmatic Priorities

Ecosystem Protection, Restoration, and Enhancement

The objective of this programmatic priority is to protect, restore, and enhance ecosystem functions to improve the health and resiliency of native wildlife species in the Delta. This will require restoring greater extent, diversity, and connectivity of habitats as linked mosaics throughout the Delta landscape, as well as the underlying physical processes that create and maintain ecosystem function. The Conservancy is seeking to fund projects that are consistent with State priorities, including those that:

- Protect, restore, and/or enhance open water, wetland, riparian, and upland ecosystems, including:
    - Creating or improving fish and wildlife corridors.
    - Enhancing habitat value along levees.
    - Creating or enhancing habitat value of managed wetlands.
    - Improving watershed health, restoring inland wetlands, or implementing natural community conservation plans and/or habitat conservation plans to benefit endangered, threatened, or migratory species.
    - Acquiring land or conservation easements.
- Recover anadromous fish populations and their habitats, including fish passage barrier removal projects.
- Enhance habitat values on agricultural lands.
- Reduce or eliminate invasive species.
- Adapt watersheds to reduce the impacts of climate change, including developing wetlands for carbon management.

Water Quality

The objective of this priority is to implement projects that contribute to the improvement of water quality in the Delta, and that will improve ecosystem or watershed condition, function, and resiliency, including projects that provide multiple public benefits and improve drinking and agricultural water quality or water supplies. Examples of water quality projects include those that:

- Improve management practices to reduce the use, availability, and/or runoff of chemicals (such as nutrients or bio-stimulatory substances, pesticides, or other contaminants) into waterbodies.
- Reduce erosion or runoff of sediment into waterbodies.
- Improve water management practices to improve water quality in waterways.
- Improve water quality by addressing impacts of non-native invasive vegetation.
- Protect sensitive watershed lands to avoid or reduce water quality impacts from encroaching land uses.
- Increase flow in periods of limited water supply.

Water-related Agricultural Sustainability

The objective of this priority is to promote water-related agricultural sustainability projects that also provide ecosystem and/or watershed protection and/or restoration benefits. Examples of water-related agricultural sustainability projects include those that:

- Improve water management to support agriculture and provide ecosystem and/or watershed protection and/or restoration benefits.
- Develop infrastructure or implement other improvements that enhance agricultural productivity and provide ecosystem and/or watershed protection and/or restoration benefits.
- Minimize the detrimental impacts of water diversions for agriculture, including consolidating existing intakes and screening new intakes.
- Sustain agricultural productivity and enhance the ecosystem and/or watershed protection and/or restoration benefits of agricultural lands, including:
    - Planting hedgerows and native vegetation to increase support for native terrestrial wildlife (e.g., native pollinators beneficial to agricultural productivity).
    - Modifying planting, harvesting, irrigating, or other practices on productive fields.
    - Implementing flexible management in agricultural areas to support diverse and dynamic ecosystems and watersheds.
    - Installing livestock exclusion fencing along drainage canals and other sensitive waterways to improve water quality and/or reduce habitat disturbance.
- Support continued farming and minimize detrimental impacts to water quality, including:
    - Assisting with the exclusion or drainage of seepage water to reduce salinity intrusion affecting agricultural lands and improve the quality of agricultural discharges.
    - Developing and implementing best management practices to improve the quality of agricultural discharges.
- Acquire an interest in real property to protect agriculture and to provide ecosystem and/or watershed protection and/or restoration benefits.

The examples provided above are offered as guidance for potential applicants and are not exhaustive nor a guarantee of individual project eligibility or funding. Eligibility and funding determinations will be made on a project-by-project basis. To be eligible, projects must comply with all legal requirements, including the State General Obligation Bond Law..

Appendix C: Ecosystem and Land Use Types

Primary Ecosystem/Land Use Types	Units	Ecosystem/Land Use Type Definition[5]
Upland / terrestrial	**acres**	**Vegetated areas not adjacent to open water.**
Grassland	**acres**	Low herbaceous communities occupying well-drained soils and composed of native forbs and annual and perennial grasses and usually devoid of trees. Few to no vernal pools present.
Oak woodland/savanna	**acres**	Oak dominated communities with sparse to dense cover (10-65% cover) and an herbaceous understory.
Stabilized interior dune vegetation	**acres**	Vegetation dominated by shrub species with some locations also supporting live oaks on the more stabilized dunes with more well-developed soil profiles.
Agriculture - high intensity	**acres**	Active agricultural lands in crops such as fruit or nut orchards and/or vineyards.
Agriculture - low intensity	**acres**	Active agricultural lands in crops such as row crops, rice fields, alfalfa or pasture.
Ruderal / non-native	**acres**	Areas dominated by disturbed ground or non-native vegetation.
Riparian	**acres**	**Vegetated areas adjacent to tidal or fluvial channels.**
Valley foothill riparian	**acres**	Mature riparian forest usually associated with a dense understory and mixed canopy, including sycamore, oaks, willows, and other trees. Historically occupied the supratidal natural levees of larger rivers that were occasionally flooded.
Willow riparian scrub-shrub	**acres**	Riparian vegetation dominated by woody scrub or shrubs with few to no tall trees. This ecosystem type generally occupies long, relatively narrow corridors of lower natural levees along rivers and streams.
Willow thicket	**acres**	Perennially wet, dominated by woody vegetation (e.g., willows). Emergent vegetation may be a significant component. Generally located at the "sinks" of major creeks or rivers as they exit alluvial fans into the valley floor.

[5] These definitions are predominately from San Francisco Estuary Institute's Delta Transformed (SFEI-ASC, 2014; page 18). The report includes representative photographs for most ecosystem/land use types (page 19) and includes a map of recent locations where these types occur in the primary Delta (pages vi, vii, and 25).

Primary Ecosystem/Land Use Types	Units	Ecosystem/Land Use Type Definition[6]
Perennial Wetland	**acres**	**Areas dominated by emergent vegetation with perennial flooding and/or permanent saturation.**
Freshwater emergent wetland/marsh - tidal	**acres**	Perennially wet, high water table, dominated by emergent vegetation. Woody vegetation (e.g., willows) may be a significant component for some areas, particularly the western-central Delta. Wetted or inundated by spring tides at low river stages (approximating high tide levels).
Freshwater emergent wetland/marsh - non-tidal	**acres**	Temporarily to permanently flooded, permanently saturated, freshwater non-tidal wetlands dominated by emergent vegetation. In the Delta, occupy upstream floodplain positions above tidal influence.
Saline emergent wetland[7]	**acres**	Salt or brackish marshes consisting mostly of perennial vegetation (such as pickleweed, cordgrass, and tules) along with algal mats[8]. Occurs in upper intertidal zone above intertidal sand and mud flats and below upland communities not subject to tidal action. Located along the margins of bays, lagoons, and estuaries sheltered from excessive wave action.
Seasonal Wetland	**acres**	**Areas dominated by emergent vegetation with seasonal flooding.**
Vernal pool complex	**acres**	Area of seasonally flooded depressions, characterized by a relatively impermeable subsurface soil layer and distinctive vernal pool flora. These often comprise the upland edge of perennial wetlands.
Alkali seasonal wetland complex	**acres**	Temporarily or seasonally flooded, herbaceous or scrub communities characterized by poorly-drained, clay-rich soils with a high residual salt content. These often comprise the upland edge of perennial wetlands.
Wet meadow and seasonal wetland	**acres**	Temporarily or seasonally flooded, herbaceous communities characterized by poorly-drained, clay-rich soils. These often comprise the upland edge of perennial wetlands.
Managed wetland	**acres**	Areas that are intentionally flooded and managed during specific seasonal periods, often for recreational uses (such as duck clubs) or to reverse subsidence.

[6] These definitions are predominately from San Francisco Estuary Institute's Delta Transformed (SFEI-ASC, 2014; page 18). The report includes representative photographs for most ecosystem/land use types (page 19) and includes a map of recent locations where these types occur in the primary Delta (pages vi, vii, and 25).
[7] Saline emergent wetland type was added to be comprehensive for projects occurring in Suisun Marsh.
[8] Definition derived from California Wildlife Habitat Relationships (CWHR, https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=67392&inline). CWHR-CalVeg cross-walk (https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=65861&inline).

Primary Ecosystem/Land Use Types	Units	Ecosystem/Land Use Type Definition[9]
Open water	**acres/linear feet**	**Aquatic areas not dominated by emergent vegetation.**
Fluvial low order channel	**linear feet**	Distributaries, over flow channels, side channels, swales. No influence of tides. These occupy non-tidal floodplain environments or upland alluvial fans.
Fluvial mainstem channel	**linear feet**	Rivers or major creeks with no influence of tides.
Freshwater pond / lake	**acres**	Permanently flooded depressions, largely devoid of emergent Palustrine vegetation. These occupy the lowest-elevation positions within wetlands.
Flooded island	**acres**	Subsided islands with remnant levees that have been permanently flooded and are exposed to tidal action.
Freshwater intermittent pond or lake	**acres**	Seasonally or temporarily flooded depressions, largely devoid of emergent Palustrine vegetation. These are most frequently found in vernal pool complexes at the Delta margins and also in the non-tidal floodplain environments.
Tidal mainstem channel[10]	**linear feet**	Rivers, major creeks, or major sloughs where water is understood to have ebb and flow in the channel at times of low river flow. These channels are of high order with large contributing watersheds or are subtidal sloughs that delineate the islands of the Delta.
Tidal low order channel[11]	**linear feet**	Dendritic tidal channels (i.e., dead-end channels terminating within wetlands) where tides ebb and flow within the channel at times of low river flow. Tidal low order channels are usually first or second order channels and occur within tidal (freshwater or saline emergent) wetlands. Exceptions include the headward reaches of tidal channels that intersect non-tidal uplands.

[9] These definitions are predominately from San Francisco Estuary Institute's Delta Transformed (SFEI-ASC, 2014; page 18). The report includes representative photographs for most ecosystem/land use types (page 19) and includes a map of recent locations where these types occur in the primary Delta (pages vi, vii, and 25).
[10] Additional description of tidal mainstem channel from SFEI's Historical Ecology Report (SFEI, 2012; page 34).
[11] Additional description of tidal low order channel from SFEI's Historical Ecology Report (SFEI, 2012; page 34).

Overlapping Ecosystem Features

There are several ecosystem features that may overlap multiple primary ecosystem and land use types described above, including floodplains, shaded riverine aquatic, and transition zones. As described in San Francisco Estuary Institute's Delta Renewed (SFEI-ASC, 2016), these features are important in restoring the processes that will create dynamic, resilient ecosystems. Further details and definitions are included below.

OVERLAPPING ECOSYSTEM FEATURES	Units	Definitions
Floodplain[12]	**acres**	**The area at low to mid elevations adjacent to and transitioning between fluvial, or riverine, and tidal areas, that is subject to flooding during periods of high discharge.**
Floodplain – Seasonal, Short-Term	**acres**	Short-term fluvial inundation • intermediate recurrence (~10 events per year) • low duration (days to weeks per event) • generally shallower than seasonal long-duration flooding
Floodplain - Seasonal, Long Duration	**acres**	Prolonged inundation from river over flow into flood basins • low recurrence (~1 event per year) • high duration (persists up to 6 month) • generally deeper than seasonal short-term flooding
Floodplain - Tidal Inundation	**acres**	Diurnal over flow of tidal sloughs into marshes • high recurrence (twice daily) • low duration (<6 hrs per event) • low depth ("wetted" up to 0.5 m)
Floodplain - Ponds, Lakes, Channels, & Flooded Islands	**acres**	Perennial open water features (with the exception of historical intermittent ponds and streams) • recurrence not applicable (generally perennial features) • high duration (generally perennial features) • variable depth

[12] These floodplain types are from San Francisco Estuary Institute's Delta Transformed (SFEI-ASC, 2014; pages 38-41). The report includes a map of recent locations where these types occur in the Delta (page 39).

OVERLAPPING ECOSYSTEM FEATURES	Units	Definitions
Transitional Zones	**Linear feet**	
Shaded riverine aquatic[13]	**Linear feet**	This feature of open water ecosystem type is the unique, near-shore aquatic area occurring at the interconnection between river channels and levees/banks. The greatest characteristic, and the one most commonly measured, is the presence of woody shoreline vegetation overhanging the water and creating shade. Other characteristics, which may or may not be present, but which nearly always increase habitat values include the following: • Live or dead woody vegetation protruding into the water • Leaves, twigs, or other dying or dead plant material accumulation • Naturally eroding banks Seasonally and tidally inundated areas are not included as open water in this evaluation.
Wetland-terrestrial transition zone[14]	**Linear feet**	The area of interactions between adjacent wetland/marsh and terrestrial processes that result in mosaics of habitat types, assemblages of plant and animal species, and sets of ecosystem services that are distinct from those of the adjoining wetland/marsh or terrestrial ecosystems. "Wetland/marsh" includes both tidal and non-tidal freshwater emergent wetland. "Terrestrial" include oak woodlands/savanna, seasonal wetlands, and riparian types, among others (i.e. everything other than wetland/marsh, open water, agricultural, ruderal/non-native).

[13] The shaded riverine aquatic definition is from Department of Water Resources' Delta Levees Significant Habitat Types. This type is also referenced in the Delta Stewardship Council's white paper on "Improving Habitats Along Delta Levees" (DSC, 2016).

[14] The wetland-terrestrial transition zone definition is from SFEI's Delta Renewed (SFEI, 2016; page 68).

Appendix D: 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 easement
- ☐ 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

- ☐ Payee Data Record (STD 204) for the title company (which completes and signs); must include address to send escrow payment
- ☐ 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
  - **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.** Original, certified copy of the fully-executed grant deed of conservation easement certified by the escrow offer holding the document

vii. Escrow instructions:

1. Title company (or escrow holder) name, address, and telephone number
2. Escrow officer
3. Escrow account number

- ☐ This checklist, indicating that all prerequisites for transfer of funds into escrow have been met
- ☐ Buyer's closing statement
- ☐ Baseline conditions report (easement only)

V. Information Required After Close of Escrow

- ☐ Final title policy
- ☐ Final recorded deed or conservation easement
- ☐ Notice of unrecorded grant agreement (unless expressly referenced in recorded deed or easement)
- ☐ Final buyer's closing statement

Appendix E: State Auditing Requirements

The list below details the documents or records that the State Auditor may need to review if auditing the grant. This list may not be inclusive. 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.
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.

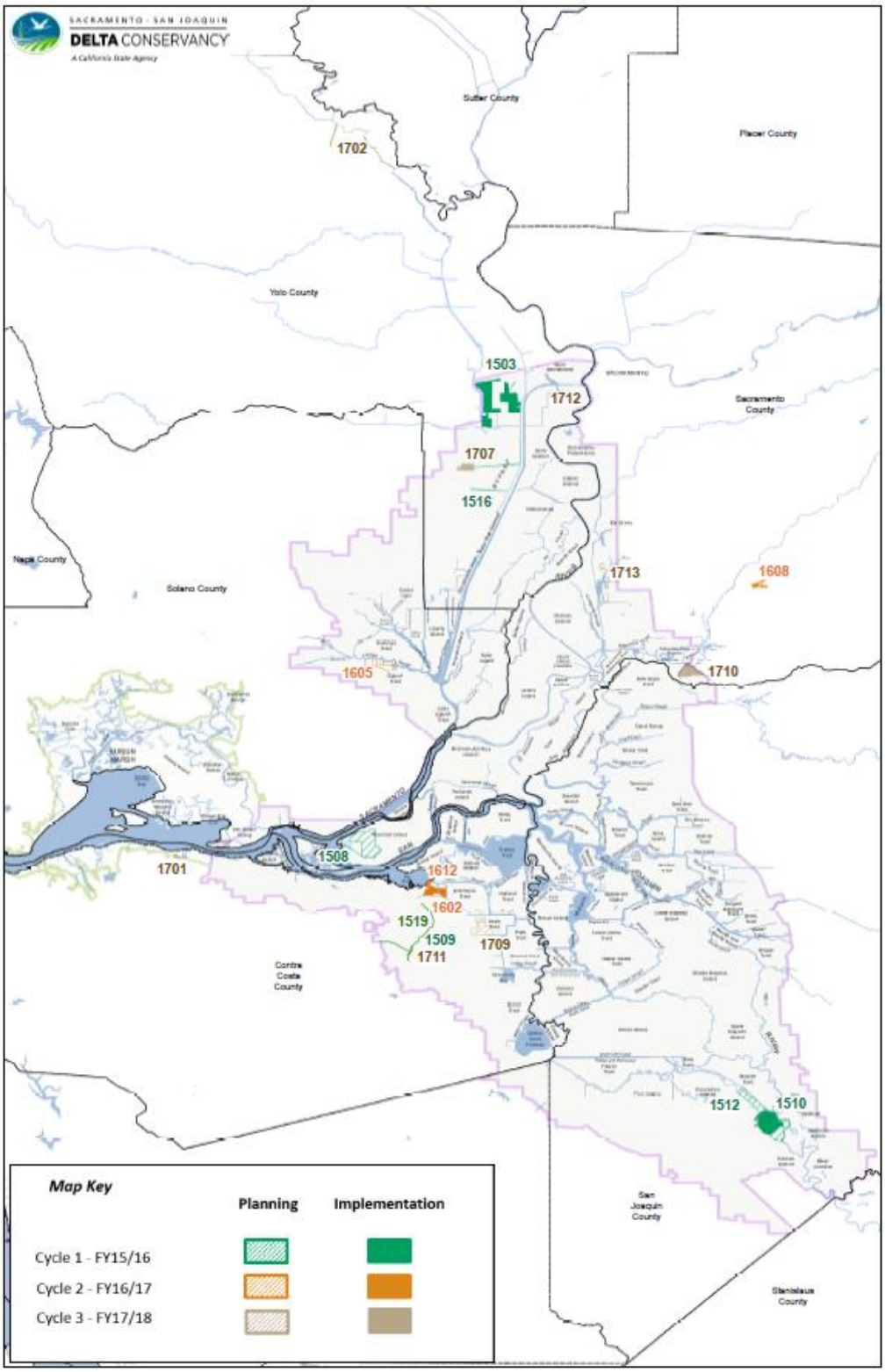
Personnel:

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.

Appendix F: Map of Funded Projects



Project ID	Category	Project Name
1503	Implementation	Yolo Bypass Wildlife Area Habitat and Drainage Improvement Project
1505*	Planning	Fish Friendly Farming Certification Program for the Sacramento-San Joaquin Delta *[*Delta-wide; not displayed on the map.]*
1508	Planning	Sherman Island Wetland Restoration Project, Phase III
1509	Implementation	Three Creeks Parkway Restoration Project
1510	Implementation	Paradise Cut Flood and Conservation Easement Acquisition
1512	Planning	Paradise Cut Conservation and Flood Management Plan
1516	Implementation	Yolo Bypass Corridors for Flood Escape on the Yolo Bypass Wildlife Area
1519	Planning	Lower Marsh and Sand Creek Watershed Riparian Restoration Planning
1602	Implementation	Dutch Slough Revegetation
1605	Implementation	Petersen Ranch: Working Waterway Habitat Enhancement Project
1608	Implementation	Restoration of Priority Freshwater Wetlands for Endangered Species at the Cosumnes River Preserve
1612	Planning	Investigations of restoration techniques that limit invasion of tidal wetlands
1701	Implementation	Bay Point Restoration Project
1702	Planning	Restoration Planning at River Garden Farms
1707	Implementation	Mitchell Trust Farm Multi-Species Habitat Conservation Easement Acquisition
1709	Planning	Knightsen Wetland Restoration and Flood Protection Project
1710	Implementation	Grizzly Slough Floodplain Restoration Project at the Cosumnes River Preserve
1711	Implementation	Three Creeks Parkway #2: Request for additional funds to implement an expanded version of a project previously funded by the Delta Conservancy
1712	Planning	Bees Lake Habitat Restoration Plan
1713	Planning	Stone Lakes
1718*	Implementation	Nutria Eradication *[*Region-wide; not displayed on the map.]*