



FishAmerica Foundation and B.A.S.S. Nation Application for Funding for Community-based Fisheries and Aquatic Resource Conservation Projects

Reference #: _____ Date Received: _____
(FAF/B.A.S.S. Internal Use)

Applicants must submit two CDs with the application packets that must include:

1. Completed application (including separate documents for the project and budget narratives, and budget table.)
2. Letter of Support for the project from a fisheries biologist or other official at the appropriate state or federal resources agency.
3. Evidence of the recipient organization's tax-exempt status (if applicable). Letter(s) of approval/cooperation from private landowner(s) (if applicable).
4. Acquired federal, state, and local permits/approvals or application (if permits/approvals are pending). More details are provided in the Permit States section of the application.
5. Additional supporting documentation, including maps and photographs. Maps must outline and identify the project location as it relates to the overall watershed or regional area. Photographs must be current images of the proposed project site(s). Pre-, during, and post-project photographs are required with grant reporting.
6. Design plans (if applicable).

Applicant Information

Business Contact (point of contact for all contractual/administrative award responsibilities)

Organization _____

Name _____

Title _____

Address _____

Phone _____

City _____

State _____

Zip code _____

Fax _____

E-mail _____

Organization Web Address _____

Congressional District of Applicant _____

EIN (If applicable) _____

DUNS Number (if applicable) _____

Project Contact (point of contact for all project-related, ‘on-the-ground’ award responsibilities)

Name

Title

Address

Phone

City

State

Zip code

E-mail

Will a separate organization serve as a fiscal sponsor for this request? Check if ‘Yes’. ____

Has your organization ever received a grant from FishAmerica Foundation? If so, please provide the reference number and brief status of each funded project.

Project Information

Project Name

Project Location City

Project Location County

State

Project Type

Project Start Date

Project End Date

Funding Request

Match Proposed

Project Site Details

LATITUDE LONGITUDE CONGRESSIONAL DISTRICT

Ecosystem

Sportfish that will benefit from the project

Threatened/endangered species (if any) that will benefit from the project.

Is public access to the resource available? Describe the access points and the public's ability to participate in sportfishing activities at the site. Include details on fishing and boating.

Is the project site publicly or privately owned? Provide details of land ownership and landowner approval. If letter(s) of landowner approval is not currently available, please address the applicant-landowner relationship and expected acquisition of written support/approval.

Executive Summary of Project

Concise Project Summary (100 words)

Performance Measures

In the table below, clearly identify the specific proposed measures of success for the project. Include different project objectives, baseline value, and the target value anticipated. Successful applicants will be required to regularly report on these metrics to FishAmerica in progress reports.

<i>OBJECTIVE/GOAL</i>	<i>MEASURE</i>	<i>BASELINE</i>	<i>PROJECT TARGET</i>	<i>COMMENTS</i>
<i>(Example) Restore degraded reservoir habitat</i>	<i>Acres</i>	<i>2.5</i>	<i>10</i>	

Timeline of Project Activities

In the table below, provide a list of all project activities, not only FAF/B.A.S.S. funded activities.

<i>PROJECT ACTIVITY</i>	<i>ESTIMATED DATE OF IMPLEMENTATION</i>

Project Description and Need Narrative

In a separate document, provide a project narrative that describes the project in detail, and clearly addresses ALL of the following:

1. Description of the ecosystem/specific resource (specific geographic information related to location, watershed, and surrounding area). Please provide information on the current and historical sub-watershed as well as the larger watershed importance. Be sure to describe how the project will meet the goals for the watershed and how it will work with other aquatic resources conservation activities in the area.
2. Description of the project site and specific on-the-ground activities, including any construction, to be undertaken on-site to achieve the project objectives.
3. Description of any historic structures or archeological sites at or near the project site, and whether or not the State Historic Preservation Officer (SHPO) has been consulted.
4. Description of any environmental concerns that may exist (e.g., the use and disposal of hazardous or toxic chemicals, introduction of non-indigenous species, impacts to endangered and threatened species, aquaculture projects).
5. For fish passage projects, describe the barrier to be addressed (e.g. partial or full passage barrier, structural dimensions, etc...) and any additional blockages or impediments to fish passage upstream and downstream of the project site and plans for addressing those impediments.
6. Describe all planned pre- and post-project monitoring and maintenance activities. Monitoring and maintenance are crucial to the success of a project and will be evaluated during the proposal review.
7. Explain if/how the project is part of a larger local or regional effort and list other project partners as applicable.
8. Identify if the project is a priority for the watershed
9. Describe the project's community outreach component.
10. Describe the project's benefit to sportfishing and boating.

Budget Narrative

In a separate document, provide a detailed budget narrative that explains project expenditures by budget line item. Include the dollar amounts in the discussion and how the dollar amounts were derived.

1. Personnel – include salary, wages, and hours committed to project of each person by job title. If strictly volunteer efforts are to be used, describe the potential hours and dollar value.
2. Travel – provide a breakdown of travel costs including justification, destination, duration, type of transportation, estimated cost, number of travelers, and estimated number of miles.
3. Equipment – defined as tangible, nonexpendable, personal property have a useful life of more than one year and an acquisition cost of \$5,000 or more per unit (i.e. vehicles).
4. Supplies and Materials – a detailed explanation is required for total supply costs. Estimate value of donated supplies and materials with justification for determination of that estimated value.
5. Contracted Services – list each contract as a separate item, give cost breakdown and describe products/services to be obtained by the contract. Contingencies are not allowed.

Budget Table

In a separate document, please provide a budget table that shows total project expenditures by budget line item, corresponding to the project expenses that are indicated in the budget narrative. In addition to the requested funds from FAF/B.A.S.S., be sure to include all project partners and their contributions to the project.

Other Contributions and Sources

Provide a detailed account of all cash and in-kind contributions and sources for federal and non-federal match, pending or received. Be sure to name all project donors (e.g. specify 'Wisconsin DNR' instead of 'State Agency'), and highlight sources of potential non-federal match to be claimed in this application.

PROJECT PARTNER	AMOUNT	CASH/IN-KIND	FEDERAL OR NON-FEDERAL	RECEIVED / PENDING	USED AS MATCH?
TOTAL:					

Volunteer Information

	Number of Volunteers	Number of Volunteer Hours
FAF/B.A.S.S.-funded portion of project		
Overall Project		

Details of Volunteer Activities

Permit Status

Awardees will be required to satisfy all financial and programmatic requirements and meet all local, state and tribal environmental laws and Federal consistency requirements before project implementation. Applicants must provide a complete list of all permits required for project implementation using the table below, as well as copies of acquired federal, state, and local permits (or applications if permits are pending). Note: In the 'Status' column, indicate whether the permit has been 'Received', or whether the permit application has been submitted ('Application Submitted'). If the permit has not been applied for, indicate in the 'Status' column the date on which you intend to apply for the permit.

<i>PERMIT/PERMITTING AGENCY</i>	<i>STATUS</i>	<i>AGENCY CONTACT (name, phone)</i>	<i>PERMIT PERIOD</i>

Fisheries Biologist Contact at State or Federal Natural Resources Agency or College or University if the project is a research project.

Name

Title

Address

Phone

City

State

Zip code

E-mail

Name / Signature of Authorized Representative

Date

Please send completed application and supporting materials to:

FAF/B.A.S.S. Nation RFP – Grant Applications
FishAmerica Foundation
1001 North Fairfax Street, Suite 501
Alexandria, VA 22314

Questions? Contact the FishAmerica Foundation at (703) 519-9691 x247