



# United States Department of the Interior

FISH AND WILDLIFE SERVICE  
Klamath Basin Ecosystem Restoration Office  
6610 Washburn Way  
Klamath Falls, OR 97603  
(541) 885-8481 FAX (541) 885-7837



August 31, 2004

To: All Parties Interested in Submitting Watershed Restoration Proposals for the Hatfield Restoration Program

The U.S. Fish and Wildlife Service – Klamath Basin Ecosystem Restoration Office (KBERO) invites proposals for actions to recover listed species, ecosystem restoration and improving reliability of water deliveries in the Upper Klamath Basin, Oregon and California. Within certain limitations, the Service may provide funds for this work to public agencies, for-profit and non-profit organizations, Native American tribes, and individuals. Funding is anticipated at approximately \$2.1 million for restoration projects, including about \$300,000 for research and monitoring.

Watershed restoration work is part of the Hatfield Restoration Program authorized by Congress in 1996. The Hatfield Restoration Program is administered by the KBERO, with guidance provided by the Upper Klamath Basin Working Group (Hatfield Group) and Science Team, which is composed of representatives from resource agencies, tribes and interest groups.

The Klamath Basin Ecosystem Restoration Office (ERO) has been funding restoration projects since 1994 through various programs including Hatfield Restoration Program, Partners for Fish and Wildlife, Jobs-In-The-Woods, and Oregon Resource Conservation Act. For 2005, this Request for Proposals (RFP) is for the Hatfield Restoration Program only. Priority restoration, research, and monitoring categories have been identified by geographic area in Appendix 1. The RFP is available on the internet at: <http://klamathfallsfwo.fws.gov/ero/rfp2005.html> or at KBERO.

The Service also may have funding for the Partners for Fish and Wildlife Program. If you are interested in applying for the Partners Program or other Service programs please contact ERO for instructions. To the maximum extent possible KBERO will coordinate with other restoration programs to leverage limited funds available for these types of activities including those offered by Bureau of Reclamation, Oregon Watershed Enhancement Board, Natural Resources Conservation Service, U.S. Forest Service, Oregon Department of Fish and Wildlife and others.

Proposals are invited for work directed toward achieving these priorities, and for other related work that meets the goals and objectives of the Hatfield Restoration Program. Proposals that do not meet the goals and objectives of the Restoration Program will not be evaluated or ranked. Proposals for funding of project maintenance, land acquisition, and mitigation will not be considered for funding. Proposals must be prepared in the format outlined in the enclosed Format for Project Proposal (Appendix 4).



The Upper Klamath Basin is defined here to include the Klamath River watershed above Iron Gate Reservoir, including the Sprague, Williamson, Lost, and Klamath Rivers, and Upper Klamath Lake sub-basins.

Signed agreements between private landowners and the Service will likely be required prior to funding on-the-ground restoration projects on private lands. Also, be advised that landowners will be responsible for securing all applicable permits for your project.

On-the-ground projects will be required to comply with Sections 401 and 404 of the Clean Water Act, Sections 7 and 10 of the Endangered Species Act, and the National Historic Preservation Act of 1966, as well as Department of the Interior regulations on hazardous substance determinations. Project site surveys will be required in order to comply with these regulations. You should include the results of any completed archaeological or biological surveys in your proposal package. If surveys have not been completed, you may incorporate the cost of a survey into your proposal budget.

Research and monitoring proposals are encouraged. These proposals should have a direct relationship to past, planned, or ongoing restoration projects. Research and monitoring projects must clearly advance Restoration Program goals.

Parties interested in submitting proposals to accomplish work under this program should submit proposals no later than December 7, 2004, to the following address:

U.S. Fish and Wildlife Service  
Klamath Basin Ecosystem Restoration Office  
6610 Washburn Way  
Klamath Falls, OR 97603

After proposals are received, they will be reviewed and ranked by a Science Team established by the Hatfield Group and KBERO to prioritize proposals based on agreed-upon criteria (please see ranking criteria, Appendix 7 & 8). The prioritized list of proposals will then be reviewed by the Hatfield Group and final decisions on funding to be made by ERO. If you have questions, please contact Dave Ross at the letterhead address or phone number.

**\*\* IMPORTANT \*\***

Project proposers must submit a SF-424, Application for Federal Assistance (Appendix 9), and obtain and include a Dun and Bradstreet Data Universal Numbering System (DUNS) number with their project proposal. The DUNS number is a unique nine character identification number provided by the commercial company Dun & Bradstreet (D&B). Call D&B at 1-866-705-5711, if you do not have a DUNS number. The process to request a DUNS number takes about 10 minutes and is free of charge. Your project proposal may not be considered if a SF-424 is not included with your proposal.

If you are awarded by the U.S. Fish and Wildlife Service, you will be required to register with the Central Contractor Registration (CCR) in order to do business with the Federal government. The

CCR is the primary vendor database for the Department of Treasury. The CCR collects, validates, stores and disseminates data in support of agency missions. You may register online with CCR at: [www.ccr.gov](http://www.ccr.gov). Private individuals do not need to register with CCR or DUNS.

Both current and potential government vendors are required to register in CCR in order to do be awarded contracts by Treasury. Vendors are required to complete a one-time registration to provide basic information relevant to procurement and financial transactions. Vendors must update or renew their registration annually to maintain an active status.

To obtain more information regarding Dun and Bradstreet Data Universal Numbering System or Central Contractor Registration, please contact Joni Drinkwater, Administrative Officer, by email at [joni\\_drinkwater@fws.gov](mailto:joni_drinkwater@fws.gov), or call (541) 885-8481.

Sincerely,

Curt Mullis  
Field Supervisor

Attachments

## APPENDIX 1

### Identified Project Needs for the Hatfield Restoration Program by Sub-basin

	All Areas	Lost River	Williamson River	Sprague River	Upper Klamath Lake <sup>a</sup>	Upper Klamath River
<b>Category 1 – Watershed Restoration</b>						
A) Wetland Restoration			<b>X</b>	X	X	X
B) Riparian and Instream Restoration			X	X	X	X
C) Spring Enhancement				X	X	
D) Fish Passage and Screening		X		X	X	X
E) Ecosystem-Compatible Agricultural Demonstration Projects	X					
F) Water Resource Planning and Management	X					
<b>Category 2 – Research and Monitoring</b>						
A) <i>Aphanizomenon flos-aquae</i> (AFA) Ecology					X	X
B) Wetland Decomposition Products					X	
C) Organic Matter and Nutrient Impacts Below Upper Klamath Lake						X
D) Hydrodynamics of Upper Klamath Lake					X	
E) Wetland Restoration and Water Quality			X	X	X	X
F) Local Ground/Surface Water Interactions	X					
G) Fish Communities	X					
H) Linkages Between Land and Aquatic Systems	X					
I) Riverine Structure and Function	X					
J) Information Infrastructure	X					
<b>Category 3 – Support Projects<sup>b</sup></b>						
A) Watershed Assessments	X					
B) Outreach and Education	X					

<sup>a</sup> Upper Klamath Lake sub-basin includes the Wood River Valley streams.

<sup>b</sup> Category 3 projects will be considered for funding through a separate evaluation process. Contact KBERO for more information.

## APPENDIX 2

### DEFINITION OF HATFIELD RESTORATION PROGRAM SUB-BASINS

Sub-basins:	Area Covered:
Upper Klamath River	Klamath River above Iron Gate to Link Dam.
Upper Klamath Lake	Watershed immediately adjacent to Upper Klamath Lake including Wood River Valley streams.
Williamson River	The Williamson River watershed.
Sprague River	The Sprague River watershed.
Lost River	The Lost River watershed including Clear Lake and Gerber watersheds.

### GLOSSARY OF IDENTIFIED PROJECT NEEDS

#### CATEGORY 1: Restoration Projects

The following restoration categories were identified that will most likely make progress towards the goals of recovery of listed species, improved water delivery reliability for agricultural and environmental purposes and ecosystem restoration. They are not listed in priority order.

##### A) Wetland Restoration

Wetlands are important to aquatic ecosystem integrity because they act as a buffer between the uplands and open water, filtering nutrients and sediments from the waters that run through them and by sequestering nutrients in accumulating organic matter. Wetlands that are connected to lakes and streams also provide additional water storage and provide habitat for fish including endangered larval and juvenile suckers. Wetland projects adjacent to Upper Klamath Lake and Williamson River Delta and Sprague and Klamath rivers (above Keno) are high priority because of their importance to protection and recovery of the endangered suckers.

##### B) Riparian and In-stream Restoration

Integrated restoration of appropriate stream channel morphology and riparian communities can improve water quality, aquatic habitat conditions for fish, and improve base flows. Projects might include elements such as: riparian pasture Best Management Practices (BMP) development and implementation; riparian fencing, non-native plant control, planting native vegetation; reconnecting the stream to its floodplain; restoring appropriate width, depth, and sinuosity to the stream channel; restoring appropriate sediment and nutrient transport and storage regimes; improving water quality (especially nutrients and temperature); and providing adequate in-stream flows. Restoration proposals for streams and rivers of the Upper Klamath Lake, Williamson, and Sprague sub-basins will be given preference over other areas.

### C) Spring Enhancement

Spring systems are very important aquatic habitats in the Upper Klamath Basin providing high quality water, spawning and rearing habitat for fish including endangered suckers, thermal refuge during the summer, and in some cases providing unique habitats for unique aquatic snails and other mollusks. Enhancement projects that restore springs in Upper Klamath Lake and the Sprague River will be given preference because of their importance for endangered sucker spawning and water quality refuge habitat.

### D) Fish Passage and Screening

Removal or facilitation of passage at small dams and diversions will allow access of adult fish to potential spawning areas and improve downstream migration of juvenile and adult fish. Fish passage enhancement may connect fragmented fish populations and potentially reduce the threat of hybridization that can occur when spawning habitat is restricted. Projects that improve fish passage in the Sprague, Wood, and Lost Rivers, and tributaries in the Clear Lake sub-basin will be given preference over other areas.

Screening of water intakes will reduce the entrainment of all life stages of fish and can provide immediate benefits for fish protection and recovery. Screening projects around Upper Klamath Lake will be given priority because entrainment of endangered suckers is likely highest there.

### E) Ecosystem-Compatible Agricultural Demonstration Projects

Demonstration projects exploring the compatibility of various economically viable agricultural practices with Restoration Program goals are important for the success of this program. Demonstration projects are intended to pull major elements together on a trial basis, and so should pursue innovative linkages between landowner needs and ecosystem needs, and having strong, multi-year research and monitoring elements. For example, riparian buffers, filter strips and constructed wetlands are different methods that can be integrated into agricultural operations to reduce nutrient and sediment runoff into adjacent water bodies.

### F) Water Resource Planning and Management

Enhancing water availability for agricultural and environmental uses (reduce drought impacts) can be accomplished through water conservation, improved water forecasting and gauging, water banking, increased water storage, tail-water management, groundwater management, and coordinated water management planning. Preference will be given to proposals not covered by existing programs sponsored by the Bureau of Reclamation and Natural Resources Conservation Service. For example, proposals for increasing storage capacity of existing reservoirs or planning new storage facilities are applicable to the Water Supply Enhancement Act administered by Reclamation.

## CATEGORY II: Research and Monitoring Projects

Research and monitoring proposals must clearly address the principle objectives of species recovery, improved water delivery reliability and aquatic ecosystem restoration. Projects must advance knowledge in such a way that decreases uncertainty associated with designing and implementing restoration projects; quantifies the results of restoration projects; and/or supports adaptive management strategies. Monitoring project elements must be efficiently designed, with consideration to: sufficiently characterizing existing (and future) conditions; selecting response variables to measure that are reasonably expected to change (or not to change) as a result of restoration; are measurable with enough accuracy and precision to detect changes associated with restoration; and measuring response variables at appropriate temporal and spatial scales. Topographic, geomorphic, and plant and animal survey proposals are acceptable if they are clearly linked to restoration.

KBERO will be developing a landscape level monitoring plan to assess aquatic ecosystem habitat conditions and trends in the Upper Klamath Basin.

The following research and monitoring categories were identified as high priority to fill critical gaps in knowledge in such a way that decreases uncertainties associated with designing and implementing restoration projects, or quantifying the results of restoration actions.

### A) *Aphanizomenon flos-aquae* (AFA) Ecology

Poor water quality in Upper Klamath Lake causes mass mortality of listed suckers, decreases life expectancy, episodically restricts access to habitat, and may suppress the suckers' growth, reproductive success, and resistance to disease or parasitism. Potential agents of stress and mortality include high pH, high concentrations of ammonia, and low dissolved oxygen. Extremes in these variables are associated with dense populations of the cyanobacterium AFA. Research is needed to better understand the ecology of this species including studies of: linkages between nutrients and AFA blooms; water-column stability and mixing, especially in relation to the physiological status of AFA; key factors causing bloom initiation and die-offs.

### B) Wetland Decomposition Products – Humic Substance Production

Wetland decomposition products (humic substances) are dissolved organic compounds produced by breakdown of wetland plants. Since AFA does not appear to grow in wetland areas in the Klamath basin, it has been hypothesized that the loss of substantial wetland acreage from Upper Klamath Lake decreased the supply of decomposition products to the lake, causing the present dominance of AFA through increased transparency and/or decreased humic-related chemical inhibition. Research is needed to study the effects of wetland decomposition products on AFA growth and abundance, and monitoring for such effects should be part of any large-scale wetland restoration around Upper Klamath Lake or Keno Reservoir.

### C) Organic Matter and Nutrient Impacts Below Upper Klamath Lake

The fate and transport of particulate and dissolved constituents, namely nutrients and organic matter (living and dead), appears to have a profound impact on water quality in reaches immediately downstream of Link Dam (e.g., Keno Reservoir), and to some degree in downstream river and reservoir reaches. Research and monitoring is needed to fully characterize the spatial and temporal aspects of water quality at Link Dam and downstream reaches and to identify potential measures to ameliorate degraded water quality conditions.

### D) Hydrodynamics of Upper Klamath Lake

Recent preliminary hydrodynamic monitoring and modeling studies indicate that wind fields produce circulation in UKL that encompass the majority of the lake. Further, wind patterns that result in such broad-scale lake circulation are not uncommon during summer months when water quality conditions are of particular concern. Extending research and monitoring to support such studies is needed to determine in-lake transport processes that ultimately provide insight into lake water quality and ecosystem response, including the impacts of wetland restoration adjacent to the lake and on downstream water quality. This work could also allow for an analysis of the hydraulic transport of sucker larvae and distribution patterns of juvenile fish in UKL.

### E) Wetland Restoration and Water Quality

Substantial wetland restoration has begun in the Upper Klamath Basin in the last decade and more is proposed to help improve water quality, increase storage, and provide habitat for endangered suckers and other fish and wildlife. The perceived benefits of this restoration were mostly based on research from other areas. There is a need for research and monitoring to characterize the influence of existing wetlands on water quality. Further, there has been restoration of wetlands that are isolated from adjacent water bodies with relatively little research and monitoring to assess the water quality within these wetlands and to analyze the effects of these restoration actions on water quality, water quantity and fish habitat. More extensive research and monitoring studies are needed on these isolated wetlands. Additionally, there are plans to reconnect isolated wetlands to adjacent water bodies. Research and monitoring to assess the performance of this type of wetland should include seasonal and long-term nutrient dynamics; production and distribution of humic substances; vegetation dynamics; and the responses of phytoplankton and fish communities.

### F) Local Ground/Surface Water Interactions

Various irrigation practices are used throughout the Upper Klamath Basin, with varying efficiencies. Irrigation practices and their associated crop water use and return flow are critical to assess groundwater and surface water conditions and interactions between these two resources. In many areas of the Upper Klamath Basin the local groundwater/surface water interaction is poorly understood both temporally and spatially. Proposals focusing on assessing improved irrigation efficiencies, the associated groundwater/surface water interactions, and the related effects on stream flow, water quality (e.g., temperature, nutrients, etc.) and water supply

as well as other factors will be given priority. Of particular interest are agricultural lands adjacent to water bodies. The study area should have easily defined hydrologic boundaries and be of sufficient scale to overcome inherent uncertainties associated with measuring groundwater and surface water.

#### G) Fish Communities

Understanding composition and trends of fish communities yields valuable information about the condition of a watershed, and provides guidance for planning restoration as well as for evaluating restoration results. At present, degraded conditions in some parts of the Upper Klamath Basin watershed are reflected by the fish community (keystone species depressed, age structures skewed, non-native species prevalence, etc.). As aquatic ecosystem restoration proceeds, fish communities should be one of the key targets for monitoring, because fish communities integrate numerous subtle ecosystem linkages and so are useful measures of long-term ecosystem restoration effectiveness.

Therefore, the following general research and monitoring tasks should be undertaken: quantify the seasonal distribution and abundance of fish species and life history stages throughout the Upper Klamath Basin; identify key ecosystem linkages that determine seasonal distribution and abundance of fish species and life history stages, and quantify how fish communities change as these linkages are changed through restoration actions; quantify distribution and abundance of non-native fishes and their impact on native species; and, assess the influence of water management activities on fish communities.

#### H) Linkages between Land and Aquatic Systems

Land and aquatic systems are inextricably linked throughout the Klamath Basin watershed. Land use choices and management decisions have the potential for affecting water availability and quality. Research and demonstration projects are needed to foster best management practices for all the managed landscapes the Basin. Landscape level monitoring and analysis is also needed to identify improvements in land use practices which materially affect water conservation. A systems approach to managed landscapes needs to be encouraged. For example, regional programs could be developed where nutrient laden water is used for crop irrigation (and nutrient capture), freeing higher quality water supplies for use in aquatic restoration. Or, treatment marshes could be added as part of agricultural operations to control the nutrient loads in drainage water. Similar ideas need to be explored and developed.

#### I) Riverine Structure and Function

Riverine ecosystems are complex, and it is important to characterize and assess current conditions so that restoration planning can generate appropriate projects that address foundational problems as well as define realistic expectations for functional changes that can be expected from individual projects. Priority actions include: development of tools to facilitate restoration design and implementation as well as predicting effects on key ecosystem functions (e.g. geomorphic assessment, water quality and hydrologic models, detailed topographic mapping of river channel and floodplain; riparian vegetation mapping, flow gauging network,

etc.); monitoring present-day conditions and post-restoration changes (e.g. morphology of the river channel, hydrologic connection between river channel and floodplain, water temperature regimes, nutrient loads, riparian vegetation, etc.).

#### J) Information Infrastructure

Providing easy access to current and historic watershed information including hydrology, water quality, fisheries data, restoration projects, resource maps, data based in geographic information systems, ground water, and other resource data can benefit all entities working in the Upper Klamath Basin interested in water management and ecosystem restoration. Web-based applications that compile and update natural resources and land use information pertaining to restoration of the Upper Klamath Basin aquatic species and their habitats are a high priority.

### CATEGORY III: Support Projects

#### A) Watershed Assessments

Accurate assessment is foundational to effective ecosystem restoration. Therefore, the Service encourages local watershed coordination groups to embark on local planning and restoration project implementation.

#### B) Outreach and Education

Outreach and education activities are needed that foster long term stewardship of natural resources, emphasizing water quality, endangered species, and wetland and riparian values and ecosystem-compatible agricultural activities.

## **APPENDIX 3**

### **GOALS AND OBJECTIVES OF THE HATFIELD RESTORATION PROGRAM FOR THE UPPER KLAMATH BASIN**

#### **GOALS:**

The 2005 goals of the Hatfield Restoration Program are:

- Recovery of listed species (endangered Lost River suckers and shortnose suckers and threatened bull trout)
- Ecosystem restoration (restore water quality, quantity, and timing of release necessary to support healthy riparian, aquatic, and wetland ecosystems in the Upper Klamath Basin; restore fish and wildlife habitat which supports viable populations of native plants and animals)
- Improved reliability of water deliveries for agricultural and environmental uses

#### **OBJECTIVES:**

1. Protect and improve stream and riparian habitats from potential damages caused by catastrophic disturbances and adverse land use practices.
2. Protect and improve wetland and lake habitats from potential damages caused by adverse land use practices.
3. Protect and improve water quality of stream and lake habitat from adverse land use and water management practices.
4. Restore habitat for native fish including endangered Lost River suckers and shortnose suckers in the Upper Klamath Basin by using appropriate methods that address factors that limit the production of these fishes.
5. Restore connectivity and access of fish spawning and rearing habitat by facilitating passage at blockages and irrigation diversions.
6. Reduce fish entrainment into diversions.
7. Protect and improve flow patterns to emulate critical portions of the natural annual hydrographs to support viable populations of native fish.
8. Improve reliability of water deliveries for agriculture and natural resource uses through additional water storage, refinements in water management, careful groundwater supplementation, and other creative methods.
9. Conserve and restore listed and at-risk aquatic species including Lost River and shortnose suckers, bull trout, redband trout, and spotted frogs.
10. Promote cooperative relationships between the lawful users of the Basin's land and water resources and those who are primarily concerned with the protection and restoration of the ecosystem.
11. Promote outreach and education activities which foster long term stewardship of natural resources, emphasizing water quality, endangered species, and wetland and riparian values.
12. Promote ecological projects which lead to economic stability and reduced impacts of drought.

## APPENDIX 4

### FORMAT FOR RESTORATION, RESEARCH, MONITORING AND ASSESSMENT PROJECT PROPOSALS

#### INSTRUCTIONS:

Complete the attached summary sheet (Appendix 6) and include it as a cover for your proposal. If you have letterhead stationery, please use it only on the transmittal letter for the package. You must follow the format outlined in this section or your project may be rejected. Use separate pages for the cover and budget sections of the proposal and supporting material, such as maps, pictures, and drawings. Proposals and supporting material must be printed on 8.5 x 11 inch white paper. Projects in more than one location should be separate proposals. Be brief. Keep it short and to the point.

Information requested on this application may be subject to release to the general public. Your submission of an application for federal funds from the Hatfield Restoration Program authorizes the release of appropriate application information. Many people will be reviewing this proposal and their levels of expertise about your particular project will vary. Try to anticipate and answer questions.

1. Project Title  
Use a descriptive title which identifies the geographic area of the project.
2. Project Proposer  
Identify who is submitting this proposal (agency, tribe, etc.) and be sure to identify the contact person. Attach a Resume or other description of the education and experience of the persons responsible for project implementation (e.g. project manager, contractor).
3. Program Information  
Summarize information about the problem that the project is designed to address. Place the project in context: What are the priorities for that area and the probability of providing measurable benefits (if applicable)?
4. Background  
Provide enough background information to bring reviewers up-to-date on the need for this proposal. This will assist the Science Team in ranking your proposal.
5. Project Objective(s)  
State the objectives of your proposal in complete sentences. It is important that your project addresses the Restoration Program goals and objectives listed in Appendix 1. (Remember, "goals" are general statements, "objectives" are measurable tasks that can be quantified.)
6. Tasks  
State the specific actions which must be taken to achieve the project objectives.

7. Methods

Provide study design. Describe all sampling, analytical, planning, and construction procedures for each objective as appropriate. Include details on methods and techniques, equipment and facilities, data collection, statistical analyses, and quality assurance procedures, and describe the criteria to be used for hypothesis testing. Describe the approach to minimizing or considering external factors (not controllable) that may influence the ability of the project to evaluate the hypothesis. Clearly identify how your approach maximized the information richness and value to decision-makers.

8. Specific Work Products

Identify specific deliverable results of the project. Normally, project managers will be required to submit annual and final project reports.

9. Project Duration

- a. Identify project duration from the beginning of project through submittal of a final report. Note that duration of a project funded from Fiscal Year 2005 appropriations may extend beyond the end of the fiscal year.
- b. Identify points at which decisions could logically be made to modify or terminate a project.
- c. Provide a detailed project schedule to include:
  - Initiation of project.
  - Completion date for each milestone or major task.
  - Submittal dates for reports.

10. Permits

Landowners, Cooperators, and/or land management agencies are required to secure any federal, state, and local land use permits necessary to implement the project including Clean Water Act Sections 401 and 404 permits, California Streambed Alteration Agreements or Oregon Division of State Lands permits. Compliance with Sections 7 and 10 of the Endangered Species Act, and the National Historic Preservation Act, as well as Department of the Interior regulations on hazardous substance determinations is required. Project site surveys will be required in order to comply with these regulations. You should include the results of any completed archaeological or biological surveys in your proposal package. If surveys have not been completed, you may have to incorporate the cost of a survey into your proposal budget.

Necessary permits and landowner permission will be required prior to finalization of an agreement. Evidence of permits and landowner permission must be provided to the U.S. Fish and Wildlife Service, Ecosystem Restoration Office.

11. Landowner Participation

Provide the name and phone number of each landowner involved in the proposal. Indicate how landowners will participate in the project.

12. Data Handling and Storage

Describe how the data and other information will be handled, stored, and made accessible.

13. Cost-Sharing

The Hatfield Group and ERO realizes that we can make our restoration dollars go farther if other sources are found to match our investments. Seek other contributions and show these in your proposal. Indicate if these contributions are state or federal matches. Also indicate other funding sources to which you have applied, or plan to apply during this year, to match this project.

14. Budget

Provide a detailed budget for the project. Detail how matching or in-kind contributions are determined. In-kind contributions may include donated labor, materials, or equipment. Other contributions are those funds contributed to the project from other funding sources. Successful proposals will be funded from Fiscal Year 2005 appropriations only, and funding in future fiscal years is expected to be subject to annual competition. Administrative overhead should not exceed 15 percent. Project costs, qualifying in-kind, and other contributions must be incurred only during project implementation and must be directly tied to the overall project costs. All costs must be supported by appropriate invoices. The detailed budget should include line entries as described in the attached Estimated Budget Worksheet (Appendix 5). The Budget portion of your proposal will be carefully reviewed. Be sure that all costs are presented as described above, and all computations are accurate.

15. Project Location

- a. Map: Include a U.S. Geological Survey (USGS) 7.5 minute quad, including the quad name, and mark the project location on the map.
- b. Legal Description: Provide all applicable Township, Range, Section, and Quarter Sections containing the project location.
- c. Watershed: Identify the smallest stream tributary and watershed(s) where the project will occur. Example: Jack Creek, tributary of the Sprague River.
- d. Habitat Description: A brief description of the habitat at the site and within the watershed. Example: Second and third growth Ponderosa pine forest.
- e. Land Use: A brief description of the land use history and the current land use at the site and within the watershed. Example: Historically used for timber production, currently used for cattle grazing.

16. Other Partners/Cooperators

Identify all partners and explain the extent of their participation in the project.

17. Performance Plan

Proposals should include a plan to monitor project effectiveness or performance evaluation (if applicable). The plan should include a list of project-specific performance measures that will be used to assess project success in relation to the goals and objectives, and should provide enough

detail of how the performance measures will be quantified for reviewers to effectively evaluate the performance evaluation plan. For most types of projects, project success is determined by measuring activities, outputs, and outcomes.

18. Literature Cited

All research and monitoring proposals should include references to related research studies, project reports, scientific reports, and other supporting information cited in the proposal.

19. Land Management Plan

Describe how the landowner(s) plans to utilize the project area during the term of the agreement (e.g. grazing strategy in project area including season of use, number and types of livestock, watering strategy, water management regimes for wetland restoration).

20. Project Summary

Attach a completed Summary Sheet (Appendix 6).

**APPENDIX 5**

**ESTIMATED BUDGET WORKSHEET**

	USFWS Funds Requested	Other Federal Funds	Non-Federal Cost Share	
			Cash	In-Kind
1) Personnel:        #Hours        Hourly Rate				
Subtotal Personnel	\$	\$	\$	\$
2) Subcontractors:   #Hours        Hourly Rate				
Subtotal Subcontractors	\$	\$	\$	\$
3) Materials and Supplies: #Units    Cost/Unit				
Subtotal Materials and Supplies	\$	\$	\$	\$
4) Operating Expenses:				
Subtotal Operating Expenses	\$	\$	\$	\$
Totals	\$	\$	\$	\$
5) Administrative Overhead Expenses:    \$ _____		Percent Cost Share _____ %		
Total Project Budget		\$ _____		
Total Funding Requested (USFWS Funds Requested Plus Overhead)		\$ _____		



## APPENDIX 7

### RESTORATION PROJECT EVALUATION CRITERIA REVISED FOR FISCAL YEAR 2005

<u>CRITERIA</u>	<u>VALUE</u>
1. Biological importance to Lost River and shortnose sucker recovery	High
2. Benefit to aquatic ecosystem restoration	High
3. Benefits improved reliability of water deliveries for all uses	High
4. Cost effectiveness (pricing, resource benefits/costs, matching funds, etc.)	High
5. Project feasibility	High
6. Ability to successfully implement project	High
7. Effectiveness of technical design to achieve desired result	High
8. Supported by adequate assessment – project addresses fundamental cause, not symptom	High
9. Project expectations are realistic, and explicitly identified and discussed	High
10. Response variables to be monitored are adequately measurable and methods appropriate	High
11. Ability to monitor and evaluate project performance	High
12. Magnitude of ultimate project effect	High
13. Time to achieve full project effect	High
14. Project effect is measurable	High
15. Improves water quality	Moderate
16. Improves hydrologic function	Moderate
17. Diverse stakeholder collaboration	Moderate
18. Benefits other listed species and species of special concern (bull trout, redband trout, spotted frog)	Moderate
19. Level of landowner participation	Moderate
20. Does not impose unrealistic financial or operations/maintenance burden on private landowner	Moderate
21. Has tangible economic benefits to landowner	Moderate
22. Compatibility with adjacent or nearby projects or land use	Moderate
23. Lack of adverse effects	Moderate
24. Synergistic effects with other actions	Moderate
25. Risk of project failure	Moderate
26. Cost of project failure	Moderate

## **APPENDIX 8**

### **RESEARCH, MONITORING, AND ASSESSMENT EVALUATION CRITERIA**

Generally, research and monitoring proposals must advance knowledge in such a way that decrease uncertainties associated with designing and implementing restoration projects. Monitoring projects must be efficiently designed to quantify environmental indicators and changes associated with restoration. Criteria used for project evaluation include:

1. Relevance to Restoration Program goals;
2. Clearly stated purpose, hypothesis (for research proposals) and objectives;
3. Methods are adequate to meet purpose and objectives, and to enable conclusive statements regarding the hypothesis (for research proposals);
4. Results are likely to decrease key uncertainties and/or quantify changes in key response variables:
  - a) at appropriate spatial and temporal scales;
  - b) at adequate levels of accuracy and precision;
5. Overall value of products
  - a) accessibility and usefulness to decision-makers and other scientists;
  - b) collaborative, inter-disciplinary approach enhances public acceptance;
6. Capabilities of project team:
  - a) qualifications and track record;
  - b) ability to complete the project;
7. Cost/benefit assessment (cost is reasonable and adequate for the work proposed, relative to the expected benefits).



## INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:	Item:	Entry:																
1.	Select Type of Submission.	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.																
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).																
3.	State use only (if applicable).	13.	Enter the proposed start date and end date of the project.																
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project																
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.	15.	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.																
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.																
7.	Select the appropriate letter in the space provided. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. State</td> <td style="width: 50%;">I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>B. County</td> <td>J. Private University</td> </tr> <tr> <td>C. Municipal</td> <td>K. Indian Tribe</td> </tr> <tr> <td>D. Township</td> <td>L. Individual</td> </tr> <tr> <td>E. Interstate</td> <td>M. Profit Organization</td> </tr> <tr> <td>F. Intermunicipal</td> <td>N. Other (Specify)</td> </tr> <tr> <td>G. Special District</td> <td>O. Not for Profit Organization</td> </tr> <tr> <td>H. Independent School District</td> <td></td> </tr> </table>	A. State	I. State Controlled Institution of Higher Learning	B. County	J. Private University	C. Municipal	K. Indian Tribe	D. Township	L. Individual	E. Interstate	M. Profit Organization	F. Intermunicipal	N. Other (Specify)	G. Special District	O. Not for Profit Organization	H. Independent School District		17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
A. State	I. State Controlled Institution of Higher Learning																		
B. County	J. Private University																		
C. Municipal	K. Indian Tribe																		
D. Township	L. Individual																		
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G. Special District	O. Not for Profit Organization																		
H. Independent School District																			
8.	Select the type from the following list: <ul style="list-style-type: none"> <li>• "New" means a new assistance award.</li> <li>• "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.</li> <li>• "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. Increase Award</td> <td style="width: 50%;">B. Decrease Award</td> </tr> <tr> <td>C. Increase Duration</td> <td>D. Decrease Duration</td> </tr> </table> </li> </ul>	A. Increase Award	B. Decrease Award	C. Increase Duration	D. Decrease Duration	18.	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)												
A. Increase Award	B. Decrease Award																		
C. Increase Duration	D. Decrease Duration																		
9.	Name of Federal agency from which assistance is being requested with this application.																		
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.																		