



WATERSHED RESTORATION GRANT APPLICATION

Revised
October 2009

OWEB's Mission
To help create and maintain healthy watersheds and natural habitats
that support thriving communities and strong economies.

GENERAL INSTRUCTIONS

1. Please read the "Instructions for Completing Restoration Grant Applications" before beginning your application.
2. Use 8½" x 11" single-sided, unstapled pages. Avoid color and detail that will not photocopy clearly.
3. Complete Sections I and II.
4. Answer all the questions in Section III on 8½" x 11" **single-sided**, single-spaced, **unstapled** pages. All pages should be numbered. Complete the required forms and attachments.
5. Read and sign the Restoration Grant Application (Section I Certification).

* **IMPORTANT:** Avoid color and detail that will not photocopy clearly. Otherwise, provide 20 color copies of any maps, photos, or project designs that you want OWEB reviewers to see in color. If more than one map/photo/design, assemble and staple as a set; provide 20 sets for distribution to reviewers. This is the only exception to the use of staples.

A down-loadable electronic application form and instructions may be obtained
from www.oregon.gov/OWEB

SUBMISSION OF GRANT APPLICATIONS

Grant applications may be submitted to OWEB by hard copy via mail or delivery to our Salem office.
No faxes or e-mails will be accepted. To learn about the next deadline and review date,
visit our website at the address shown above.

OREGON WATERSHED ENHANCEMENT BOARD
775 Summer Street NE, Suite 360
Salem OR 97301-1290
Phone: (503) 986-0178

Section I
APPLICANT INFORMATION

Type in the information for Sections I and II.

Name of project:

OWEB funds requested:

Total cost of project:

Project location:

This project occurs at (check one): A single site Multiple sites

Watershed(s)

County or counties

Township, Range, Section(s)
(e.g., T1N, R5E, S12)

Longitude, Latitude (e.g., -123.789, 45.613)

Subbasin(s) – Please note the 10-digit hydrological unit code,
previously 5th Field HUC

Applicant

Project Manager

Name:	Name:
Organization:	Organization:
Address:	Address:
Phone:	Phone:
Fax:	Fax:
Email:	Email:

Fiscal Agent

Landowner(s)

Name:	<input type="checkbox"/> Public: Agency:
Organization:	<input type="checkbox"/> Private: Name(s):
Address:	
Phone:	
Fax:	
Email:	

CERTIFICATION:

I certify that this application is a true and accurate representation of the proposed work for watershed restoration and that I am authorized to sign as the Applicant or Co-Applicant. By the following signature, the Applicant certifies that they are aware of the requirements (*see Application Instructions*) of an OWEB grant and are prepared to implement the project if awarded.

Applicant Signature: _____ Date: _____
 Print Name: _____ Title: _____
 Co-Applicant Signature: _____ Date: _____
 Print Name: _____ Agency: _____

Section II

PROJECT INFORMATION

1. **Abstract.** In approximately 200 words, 1) identify the project location, 2) state the watershed issue or problem to be addressed, 3) the proposed solution including the area or other measurable units to be treated, 4) any proposed effectiveness monitoring, and 5) how OWEB funds will be used.

2. **Has this project, or any element of this project, ever been submitted in a previous application(s) to OWEB?** Yes No
 If yes, what was the application number(s)?

3. **Is this project, or any element of this project, a continuation of a previously funded OWEB restoration project(s)?** Yes No
 If yes, what was the grant number(s)?

4. **Is this project a result of a previously funded OWEB Technical Assistance project(s)?** Yes No
 If yes, what was the grant number(s)?

5. **Project Partners.** Show all anticipated funding sources, and indicate the dollar value for cash or in-kind contributions. Be sure to provide a dollar value for each funding source. If the funding source is providing in-kind contributions, briefly describe the nature of the contribution in the Funding Source Column. Check the appropriate box to denote if the funding status is secured or pending. In the Amount/Value Column, provide a total dollar amount or value for each funding source.

Funding Source Name the Partner and what their contribution is.	Cash	In-Kind	Secured (x)	Pending (x)	Amount/Value
OWEB	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
Landowner:	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
	\$	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$
Total Estimated Funds (add all amounts in the far-right Column):					*\$

*The total should equal the total cost of the project on page 1 of the application.

6. **Have any conditions been placed on other funds that may affect project completion?** Yes No
 If yes, explain:

7. **Are you requesting OWEB funds for Effectiveness Monitoring?** Yes No **If you check "Yes", follow the Instructions in Question R16**

8. **Attachments — Complete and attach to the back of your application.**
 - ▶ **See Application Instructions for assembling multiple maps/designs/photos.**
 - *Project Maps:** On a topographic or aerial backdrop, draw the extent of your project area(s) and note the center of the project area with the latitude, longitude coordinate (e.g., -123.789, 45.613). If the project has multiple sites, provide an additional map for each project area. Go to <http://www.oregon.gov/OWEB/GRANTS/projectlocationguidance.shtml> for a suggested online tool for creating your map and coordinate information. **Provide maps on 8½" x 11" pages and include a legend.**
 - *Preliminary Project Designs:** Provide sufficient detail to allow a reasonable evaluation of the proposal and of the effect of the project on the site. The preliminary design should include reference to appropriate standards and guidelines.

8. Attachments – continued from page 2

- *Photographs: Provide photographs to aid in understanding the situation. If color photos are necessary to convey information important for application review, supply 20 copies of each photo. **Note: If your project is funded, pre-project photos will be required in the final project completion report.**
- Letters of Support from key partners or others, as appropriate.

Section III
SPECIFIC RESTORATION PROJECT ACTIVITY

These essay questions and their answers are designed to step you and reviewers through a logical process of understanding and identifying the problem to “fixing” the problem and measuring for success. **Refer to the Application Instructions for clarification and helpful examples.**

You may use the application form to respond to the questions, using additional sheets of paper as necessary **OR** answer the questions on separate pages. Be sure to include the question numbers and text of the questions before you begin typing your answers to assist the reviewers in evaluating your application. Please use 8½" x 11" paper. All pages must be single spaced, single-sided, numbered and unbound except for sets of maps/photos/designs (see Page 2 of the application instructions). Use a 12 pt type size to answer the questions and a 10-pt type size for the tables. Use bullets where appropriate. Use **bold face** and *italics* for emphasis only. If the project involves multiple sites, be specific for each.

R1. Contextual Overview

Provide the location and significance of the project including why that location was chosen, what watershed functions are to be addressed in the project and a brief explanation of the history of the issues leading to the project. Describe the project in the context of the landscape including the key water quality, water quantity, species, habitat, land use and resource management issues (physical or social) that are proposed to be addressed in that watershed. **See the Application Instructions for clarification.**

R2. Problems to be Addressed

Provide information specific to the project: a) The specific problem(s) you are addressing; and b) the *root* cause(s) of the problem(s). This description should explain the watershed process or ecosystem function your project proposes to address. **DO NOT describe the project here; you will do so in question #R3.** You may add narrative in addition to the table.

Specific Problem(s)	Root Cause(s) of the Problem
<i>Add rows as needed</i>	

R3. Project Description

Using the table below, provide a description of the project that describes the restoration activities to occur (e.g., direct flow, remove 36" culvert, construct free spanning bridge, place 12 three log clusters between RM 44 and 52, etc.), including a description of the methodologies (e.g., juniper – burning or cutting; tree release – manual or herbicide; etc.) and the equipment planned for use. In addition, describe any Project Management functions/ activities necessary to implement the project (e.g., acquire permits or landowner approval; solicit bids, award contracts, etc.). The degree of detail should match the project complexity and technical difficulty to allow for full evaluation of technical viability. For projects involving multiple sites, be sure to identify and describe them

separately, as appropriate. **This is not the place to describe the benefits of the project, but rather the specific elements of the proposed project.** You may add narrative in addition to the table.

Project Element	Proposed Action
<i>Restoration Activity</i>	
<i>Add rows as needed</i>	
<i>Project Management Activity</i>	
<i>Add rows as needed</i>	

R4. Watershed Benefits

What are the proposed project watershed benefits? While many projects benefit forest or agricultural production, OWEB funding is for fish and wildlife habitat protection and enhancement. Briefly describe how the project will affect watershed functions or ecosystem processes.

R5. Project Objectives

What are the proposed project objectives? Provide specific objectives based on the location, size and significance of the project and provide information on how the objectives could be evaluated. The measurements should be able to be reported to document successful implementation. **See the Application Instructions for the distinction between project objectives and achievement of goals.**

Project Element	Specific Objectives	Measure for Evaluation
<i>Add rows as needed</i>		

R6. Project Design

- a) Provide a list of qualifications and experience you will require for the project designer. If a project design has been completed, identify the designer and what qualifications and experience they have.
- b) Describe the design criteria used or proposed and how those criteria take into consideration natural events and conditions (e.g., culvert design to 100-year flood event, wood placement to readjust with higher than bankfull flows, cultivation to retain at least 75% stubble, 4-strand fence to allow for wildlife passage, etc.).

R7. Design Alternatives

Were alternative designs or solutions considered? Yes No

If yes, explain why the design or approach proposed was chosen. If no, explain why alternative approaches were not explored.

R8. Project Schedule

Use the table below to show the anticipated schedule for the project. Add or change the list of project elements to fit your project. See the Application Instructions for clarification and an example.

Project Elements	Start Date	End Date	Description
Permit Applications			
Materials Acquisition			
Bid Solicitation			
Contracting			
Construction			
Project Inspection			
Post Project Implementation Review			
Project Maintenance			
Add rows as needed			

R9. Salmon/Steelhead Populations Targeted and Expected Benefits to Salmon/Steelhead

The information provided will be used to by OWEB to better meet federal and state reporting requirements. Completion of this section is required but will not be used to evaluate this application for funding.

This project is NOT specifically designed to benefit salmon or steelhead.

▶ If you check this box, STOP here and GO TO Question R10.

Targeted Salmon/Steelhead Populations: Select one or more of the salmon ESUs (Evolutionary Significant Unit) or steelhead DPSs (Distinct Population Segment) that the project will address/benefit For species where the ESU/DPS name is not known or determined, use the species name with unidentified ESU (e.g., Chinook salmon – unidentified ESU). Additional information on the designation and location of the salmon/steelhead populations can be found at <http://www.nwr.noaa.gov/ESA-Salmon-Listings/Salmon-Populations/Maps/Index.cfm>.

Chinook Salmon (<i>Oncorhynchus tshawytscha</i>)		Coho Salmon (<i>O. kisutch</i>)	
<input type="checkbox"/>	Deschutes River summer/fall-run ESU	<input type="checkbox"/>	Lower Columbia River ESU
<input type="checkbox"/>	Lower Columbia River ESU	<input type="checkbox"/>	Oregon Coast ESU
<input type="checkbox"/>	Mid-Columbia River spring-run ESU	<input type="checkbox"/>	Southern Oregon/Northern California ESU
<input type="checkbox"/>	Oregon Coast ESU	<input type="checkbox"/>	unidentified ESU
<input type="checkbox"/>	Snake River Fall-run ESU	Steelhead (<i>O. mykiss</i>)	
<input type="checkbox"/>	Snake River Spring/Summer-run ESU	<input type="checkbox"/>	Klamath Mountains Province DPS
<input type="checkbox"/>	Southern Oregon and Northern California Coastal ESU	<input type="checkbox"/>	Lower Columbia River DPS
<input type="checkbox"/>	Upper Klamath-Trinity Rivers ESU	<input type="checkbox"/>	Middle Columbia River DPS
<input type="checkbox"/>	Upper Willamette River ESU	<input type="checkbox"/>	Oregon Coast DPS
<input type="checkbox"/>	unidentified ESU	<input type="checkbox"/>	Snake River Basin DPS
Chum Salmon (<i>O. keta</i>)		<input type="checkbox"/>	Washington Coast DPS (SW Washington)
<input type="checkbox"/>	Columbia River ESU	<input type="checkbox"/>	Upper Willamette River DPS
<input type="checkbox"/>	Pacific Coast ESU	<input type="checkbox"/>	Steelhead/Trout unidentified DPS
<input type="checkbox"/>	unidentified ESU		

Expected Benefits: Write a brief description of the goals and purpose of the project and how it is expected to benefit salmon/steelhead or salmon/steelhead habitat. See Application Instructions for helpful examples.

R10. Project Relationship to Regional Priorities

If the project specifically implements a plan or larger conservation effort, identify the effort and the specific role of this project. Explain whether the project implements a regional plan (e.g., ESA Recovery Plan, Coastal Coho Assessment, NWPCC Subbasin Plan, Groundwater Management Area). Specifically identify the relationship between the proposed project and the OWEB Basin Priorities. Priorities can be found on the OWEB website at:

www.oregon.gov/OWEB/restoration_priorities.shtml. (See the Application Instructions for helpful links to various regional plans.)

R11. Other Related Conservation Actions

- a) Explain how the project complements other efforts under way or completed in the watershed. Identify other restoration, technical assistance, monitoring, assessment or education projects, conservation actions and ecological protection efforts in the watershed and explain how this project relates to those actions.
- b) If the project is a continuation of previously completed activities, describe the results of the previous project(s) and identify what you have learned from the implementation of similar project(s).

R12. Project Inspection

Identify who will inspect and sign off on the completed project.

Name of Person & Agency/Organization	Telephone Number or Email Address	Project Element to be Inspected
<i>Add rows as needed</i>		

R13. Educational/Public Awareness Opportunities

Explain whether and how you will raise public awareness about the project (e.g., install a project partner or interpretive sign, write an article for the local paper, lead a site tour for local citizens). See the Application Instructions for clarification of eligible education and outreach costs.

R14. Project Maintenance and Reporting

Use the table below to document how the project will be maintained over time. State who will maintain the project. Identify their affiliation and provide contact information. In addition, please indicate who will conduct Post-Implementation. Status Reporting following project completion.

Name of Person & Agency/Organization	Telephone Number or Email Address	What will be done and for how long?
<i>Add rows as needed</i>		

R15. Budget Development

There are a number of assumptions used to develop any budget. This does not mean you must provide a line by line description of costs. Use this response to provide a clear understanding of what the budget estimate was based on.

- a) Explain how costs were determined for the budget elements. Describe if contractor conversations, past projects or other cost figures were used for each major element of the budget. This is particularly important for lump sum elements in the budget. For project management costs describe the time and activities that would be involved.
- b) If there are any unusual cost factors, explain them. For example, if the fencing costs are unusually high because of steep, rocky terrain and unroaded access, this is the place to explain the cost elements on the budget page.

R16. Effectiveness Monitoring Application Insert

RESPOND TO THIS SECTION ONLY IF:

- 1) IF YOU PLAN TO CONDUCT EFFECTIVENESS MONITORING BEYOND POST-IMPLEMENTATION STATUS REPORTING AND;**
- 2) YOU ARE REQUESTING MORE THAN \$3,500 IN OWEB FUNDS TO SUPPORT THESE EFFECTIVENESS MONITORING ACTIVITIES.**

If you are requesting more than \$3,500 in OWEB funds to perform effectiveness monitoring, download the Effectiveness Monitoring Application Insert form and Instructions at:

[http://oregon.gov/OWEB/GRANTS/grant_app_materials.shtml#Forms Materials by Type](http://oregon.gov/OWEB/GRANTS/grant_app_materials.shtml#Forms_Materials_by_Type)

Once you have completed the Effectiveness Monitoring insert, add those pages here. The insert must include the three sections:

Section I – Project Information

Section II – Effectiveness Monitoring Activity Information

Section III – Budget page for Effectiveness Monitoring

- OR**

 - Remove this placeholder page if you are not conducting Effectiveness Monitoring.
 - Replace this placeholder page with the Effectiveness Monitoring insert if you are conducting Effectiveness Monitoring.

Section IV
**WATERSHED RESTORATION BUDGET
PLACEHOLDER**

An Excel budget is now available and will calculate your totals and round the totals to the nearest dollar. The Word budget document without the calculation feature is also available. Download the Excel or Word budget document at:

www.oregon.gov/OWEB/GRANTS/grant_app_materials.shtml#Forms [Materials by Type](#)

- **Complete the budget**
- **Check your budget numbers**
- **Make sure Match is included on your budget page**
- **Print a copy of the budget**
- **Insert the budget copy here**
- **Remove this placeholder page**

ATTACHMENT A



MATCH FUNDING FORM

*Document here the match funding
shown on the budget page of your grant application*

OWEB accepts all non-OWEB funds as match. An applicant may not use *another OWEB grant* to match an OWEB grant. However, an applicant who benefits from a pass-through OWEB agreement with another state agency, by receiving either staff expertise or a grant from that state agency, may use those benefits as match for an OWEB grant. (Example: A grantee may use as match the effort provided by ODFW restoration biologists because OWEB funding for those positions is the result of a pass-through agreement). At the time of application, match funding for OWEB funds requested does not have to be *secured*, but you must show that at least 25% of match funding has been sought. On this form, you do not necessarily need to show authorized signatures (“secured match”), but the more match that is secured, the stronger the application. Identify the type of match (cash or in-kind), the status of the match (secured or pending), and either a dollar amount or a dollar value (based on local market rates) of the in-kind contribution. In the table below, the match may be identified as either Effectiveness Monitoring (EM) or Other (OTHER) Dollar Value. **If you are not requesting funds from OWEB to support effectiveness monitoring, disregard the EM column and use only the OTHER column.**

EFFECTIVENESS MONITORING: If you are requesting more than \$3,500 in OWEB funds to support Effectiveness Monitoring activities as part of a Watershed Restoration Grant Application and filling out information for Question R16, you must include matching funds which will be used as match for the effectiveness monitoring portion of the project. This is identified in the table below as EM Dollar Value.

If you have questions about whether your proposed match is eligible or not, visit our website at www.oregon.gov/OWEB/GRANTS/grant_app_materials.shtml, or contact your local OWEB regional program representative (contact information available in the instructions to this application).

Project Name:

Applicant:

Match Funding Source	Type (√ one)	Status (√ one)**	EM Dollar Value	OTHER Dollar Value	Match Funding Source Signature/Date**
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			
	<input type="checkbox"/> cash <input type="checkbox"/> in kind	<input type="checkbox"/> secured <input type="checkbox"/> pending			

**** IMPORTANT:** If you checked the “Secured” box in the status Column for any match funding source, you must provide either the signature of an authorized representative of the match source in the final Column, or attach a letter of support from the match funding source that specifically mentions the dollar amount you show in the EM or OTHER Dollar Value Column(s).

ATTACHMENT B



LAND USE INFORMATION FORM

This information is needed to determine if the proposed project complies with statewide planning goals and is compatible with local comprehensive plans (ORS 197.180). The form must be submitted before OWEB releases project funds. OWEB will release project funds only if the project either is not regulated by, or is compatible with, the local comprehensive plan and zoning ordinance. If a project is regulated by the local comprehensive plan and zoning ordinance, OWEB will void grant agreements for projects the county determines to be incompatible with the local comprehensive plan and zoning ordinance. If the county requires additional local approvals for a project regulated by the local comprehensive plan and zoning ordinance, OWEB will not release project funds until these conditions are satisfied.

1. TO BE COMPLETED BY THE APPLICANT/GRANTEE

Applicant/Grantee Name: _____

Project Name: _____

2. TO BE COMPLETED BY CITY/COUNTY OR TRIBAL PLANNING OFFICIAL

Complete this section only after section 1, above, has been completed. Check the box below that applies:

- This project is not regulated by the local comprehensive plan and zoning ordinance.
- This project has been reviewed and is compatible with the local comprehensive plan and zoning ordinance.
- This project has been reviewed and is not compatible with the local comprehensive plan and zoning ordinance.
- Compatibility of this project with the local planning ordinance cannot be determined until the following local approvals are obtained:
 - _____ Conditional Use Permit _____ Development Permit
 - _____ Plan Amendment _____ Zone Change
 - _____ Other

An application has _____ has not _____ been made for the local approvals checked above.

* Signature of Local Official

Date

Print Name: _____

Phone: _____

Title: _____

Email: _____

****Must be an authorized signature from your local City/County or Tribal Planning Department, regardless of which box is checked above.***

ATTACHMENT C



PUBLIC RECORD CERTIFICATION

Oregon Administrative Rule 695-005-0030(4) states that “All applications that involve physical changes or monitoring on private land must include certification from the applicant that the applicant has informed all landowners involved of the existence of the application and has also advised all landowners that all monitoring information obtained on their property is public record. If contact with all landowners was not possible at the time of application, explain why.”

INSTRUCTIONS: All applicants must complete Part One. In Part One, if you check the first box, skip Part Two and sign and date in the signature box below. If you check the second box, you must complete Part Two and sign and date in the signature box below.

PART ONE

- Public land only (STOP: go to signature box and complete)
- Private land only, or a mix of public and private land (complete Part Two and sign and date in the signature box)

PART TWO

- I certify that I have informed all participating private landowners involved in the project of the existence of the application, and I have advised all of them that all monitoring information obtained on their property is public record. The following is a complete list of all participating private landowners. Add more lines if needed.

1.	5.
2.	6.
3.	7.
4.	8.

- I certify that contact with all participating private landowners was not possible at the time of application for the following reasons:

Furthermore, I understand that should this project be awarded, I will be required by the terms of the OWEB grant agreement to secure cooperative landowner agreements with all participating private landowners prior to expending Board funds on a property.

APPLICANT/CO-APPLICANT SIGNATURE

_____ Applicant Signature	_____ Date
_____ Print Name	_____ Title
_____ Co-Applicant Signature	_____ Date
_____ Print Name	_____ Agency

ATTACHMENT D



RESTORATION METRICS FORM

OWEB receives a portion of its funds from the federal government and is required to report how its grantees have used those funds. Complete both sections of the form below as they apply to your project. The information you provide is used for federal reporting purposes.

Section 1 - Project Overview

Answer all five questions below, even if you have answered a similar question in a previous section in the grant application.

1. Land Use Setting: CHECK ONE BOX ONLY.

<input type="checkbox"/> Urban/Suburban/Exurban (Projects located within urban growth boundaries or rural residential areas)	<input type="checkbox"/> Rural (Projects located outside urban growth boundaries or rural residential areas.)
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2. Dominant Watershed Setting: CHECK ONE BOX ONLY. Example: Your project involves managing erosion in the upland area with some erosion control extended to the riparian area. Because most of the work is to occur in the upland area, you would check only the Upland box below.

<input type="checkbox"/> Estuary (where freshwater meets and mixes with saltwater of ocean tides.)	<input type="checkbox"/> Riparian (adjacent to a water body, within the active floodplain.)
<input type="checkbox"/> Instream (below the ordinary high-water mark or within the active channel — includes fish passage.)	<input type="checkbox"/> Upland (above the floodplain.)
<input type="checkbox"/> Wetland (areas inundated or saturated by surface or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions.)	<input type="checkbox"/> Groundwater (Projects that recharge groundwater or primarily affect the subsurface water table.)

3. Total Acres Treated: _____ Total Stream Miles Treated: _____ (do not include upstream stream miles made accessible to fish with passage improvements)

4. Project Priority Identification: Name the primary watershed/subbasin plan or assessment in which this project type is identified as a priority. See Application Section III, question #R10.

5. Project Monitoring:

Effectiveness monitoring will be conducted for this project (refer to definition of effectiveness monitoring in the Application Instructions under R16)

Identify the location for the monitoring activities planned. Check as many boxes as apply.

<input type="checkbox"/> Onsite	<input type="checkbox"/> Downstream	<input type="checkbox"/> Upstream	<input type="checkbox"/> Upslope
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Identify monitoring activities planned. Check as many boxes as apply

<input type="checkbox"/> Adult Fish presence/absence/abundance/distribution survey(s)	<input type="checkbox"/> Riparian vegetation (Presence/Absence)
<input type="checkbox"/> Juvenile Fish presence/absence/abundance/distribution survey(s)	<input type="checkbox"/> Spawning surveys
<input type="checkbox"/> Instream Habitat surveys	<input type="checkbox"/> Upland vegetation (Presence/Absence)
<input type="checkbox"/> Macroinvertebrates	<input type="checkbox"/> Water quality
<input type="checkbox"/> Noxious weed (Presence/Absence)	<input type="checkbox"/> Water quantity
<input type="checkbox"/> Photo Points	<input type="checkbox"/> Other (explain):

Section 2 - Project Activities

Provide values for each Project Activity applicable to your application. **Leave blank any Project Activity or metric line that is not appropriate to your application.** All data entered in this form should be what you **plan** to do with the project. Data about **completed** projects will be reported at the end of the project to the Oregon Watershed Restoration Inventory (OWRI). For each activity type where you enter metrics, **estimate** the percentage of the total cost of the project (shown on page 1 of this application) that applies to the activity. The total of all of the activity cost percentages should equal 100%. Please distribute all administrative, project management and other general project costs among the various project activities when estimating percentages.

Example: A project will remove a fish passage barrier, place large boulders instream, and plant a riparian buffer. You would enter the appropriate metrics into the Fish Passage, Instream Habitat, and Riparian Habitat activity sections of this form. Then, estimate the percentage of the total cost of the project for each activity. For instance: 20% towards Fish Passage activities, 25% towards Instream Habitat activities, and 55% towards Riparian Habitat activities.

Fish Screening Projects: Projects that result in the installation or improvement of screening systems that prevent fish from passing into areas that do not support fish survival, for example into irrigation diversion channels.

_____ Estimated percentage of total cost of the project applied to fish screening activities.

_____ # of screens installed, replaced, repaired or modified.

Fish Passage Improvement Projects: Projects that affect or provide fish migration. Includes road crossings (e.g., culverts, bridges or fords), barriers (e.g., dams or log jams), and engineered fish barrier bypasses. For partial barriers, include total miles made accessible by the project. Check all proposed types of barrier that will be installed, removed or modified for fish passage.

<input type="checkbox"/> Fish ladder installed/improved	<input type="checkbox"/> Road Stream crossing(s) removed (not replaced)
<input type="checkbox"/> Engineered fish barrier bypass (other than fish ladders) installed/improved (e.g., rock/boulder step pools, weirs, bedrock chutes)	Road Stream Crossing installed or improved/ upgraded: <input type="checkbox"/> Culvert(s) <input type="checkbox"/> Bridge(s) <input type="checkbox"/> Rocked ford(s)
<input type="checkbox"/> Fish passage blockage removed or modified (e.g., diversion dam, push-up dam, log-jam removed/modified)	<input type="checkbox"/> Tidegate alteration/removal
<input type="checkbox"/> Other (explain):	

_____ Estimated percentage of total cost of the project applied to fish passage activities

_____ Total stream miles in the main channel and tributaries where access is improved above project. [Note: Calculate distance furthest upstream likely to be used by fish.]

_____ (Road stream-crossing(s) only): Miles of stream channel made accessible upstream by replaced/improved/removed crossing(s).

_____ Total # of passage blockages, impediments or barriers removed or altered to allow passage (this includes road stream crossings).

_____ # of culverts, installed, replaced, or improved to allow passage

Instream Flow Projects: Projects that maintain and/or increase the instream flow of water. If these activities do not have a value for the estimated increase in instream flows then the activities should be recorded under Upland – Agriculture Management Activities. Check all proposed activities.

<input type="checkbox"/> Irrigation practice improved to increase instream flows (e.g. install diversion headgate, replace open ditches with pipes)	<input type="checkbox"/> Water flow gauges installed to measure water use
<input type="checkbox"/> This project will dedicate instream flow.	<input type="checkbox"/> Other (explain):

_____ Estimated percentage of total cost of the project applied to instream flow activities.

_____ Miles of stream where increased flow is the result of decreased/eliminated water withdrawals.

_____ The estimated increase in flow of water in the stream as a result of conservation effort (cubic feet per second).

_____ mm/dd/yyyy of initial start date

_____ mm/dd/yyyy of final end date

Instream Habitat Projects: *Projects that increase or improve the physical conditions within the stream environment to provide needed habitat conditions. Check all proposed activities.*

<input type="checkbox"/> Channel reconfiguration and connectivity (e.g., creating instream pools, meanders, improving floodplain connectivity, off-channel habitat)	<input type="checkbox"/> Plant Removal/control (instream); list species _____
<input type="checkbox"/> Channel structure placement (e.g., boulders, large wood, engineered structures or deflectors, barbs, weir, etc.)	<input type="checkbox"/> Carcass or nutrient placement: <input type="checkbox"/> salmonid carcass; <input type="checkbox"/> fish meal brick; <input type="checkbox"/> other nutrient
<input type="checkbox"/> Streambank stabilization	<input type="checkbox"/> Beaver introduction
<input type="checkbox"/> Spawning gravel placement	<input type="checkbox"/> Other (explain):

_____ Estimated percentage of total cost of the project applied to instream habitat activities.

_____ Total miles of stream to be treated with instream habitat treatments

Riparian Habitat Projects: *Projects above the ordinary high-water mark of the stream and within the floodplain of the stream. Check all proposed activities.*

<input type="checkbox"/> Riparian planting	<input type="checkbox"/> Conservation grazing management (e.g., rotation grazing)
<input type="checkbox"/> Riparian fencing	<input type="checkbox"/> Non-native/noxious plant control
<input type="checkbox"/> Livestock exclusion (by means other than fencing)	<input type="checkbox"/> Forestry practices/stand management
<input type="checkbox"/> Water gap development	<input type="checkbox"/> Other (explain):

_____ Estimated percentage of total cost of the project applied to riparian habitat activities

_____ Total riparian acres to be treated.

_____ Miles of riparian streambank to be treated. *Stream sides treated* one two (Do not double count miles if a second side was treated)

Upland Habitat Projects: *Projects implemented above the floodplain. Check all proposed activities.*

<input type="checkbox"/> Erosion control structures (e.g., sediment collection basins, WASCObS)	<input type="checkbox"/> Upland Agriculture Management (e.g., no/low-till, irrigation/water management)
<input type="checkbox"/> Planting/seeding for erosion control (e.g., convert from crops to native vegetation, grassed waterways, windbreaks, filter strips)	<input type="checkbox"/> Livestock Manure Management (e.g., relocate/improve manure holding structures and manure piles to reduce/eliminate drainage into streams)
<input type="checkbox"/> Slope stabilization (e.g., grade stabilization, landslide reparation, terracing slopes)	<input type="checkbox"/> Upland Livestock Management (e.g., grazing plans, fencing, livestock water)
<input type="checkbox"/> Vegetation Management (e.g., juniper removal, noxious weed control, tree thinning, brush control, burning)	<input type="checkbox"/> Other (explain):

_____ Estimated percentage of total cost of the project applied to upland habitat activities.

_____ Total acres of upland habitat to be treated.

Road Projects: *Projects designed to improve road impacts to watersheds. Check all proposed activities.*

<input type="checkbox"/> Road drainage system improvements & reconstruction	<input type="checkbox"/> Road obliteration/decommissioning
<input type="checkbox"/> Other (explain):	

_____ Estimated percentage of total cost of the project applied to road activities.

Water Quality Projects: *Projects activities with a primary objective of improving water quality parameters. Check all of the water quality related activities that will be used by this project:*

<input type="checkbox"/> Sewage outfall clean-up	<input type="checkbox"/> Stormwater/wastewater modification or treatment
<input type="checkbox"/> Toxin reduction: _____ name of each toxic species, element or material	<input type="checkbox"/> Return flow cooling
<input type="checkbox"/> Pesticide reduction : _____ name of each pesticide	<input type="checkbox"/> Other urban impact reduction (explain):

_____ Estimated percentage of total cost of the project applied to water quality activities.

Check all of the water quality limiting factors addressed by the activities selected above. Do not select limiting factors addressed by other types of restoration activities:

<input type="checkbox"/> Bacteria	<input type="checkbox"/> Pesticides	<input type="checkbox"/> High Temperature
<input type="checkbox"/> Dissolved Oxygen	<input type="checkbox"/> Toxics	<input type="checkbox"/> Nutrients
<input type="checkbox"/> Heavy Metals	<input type="checkbox"/> Other (explain):	

Wetland Habitat Projects: *Projects designed to create or improve wetland areas. Check all proposed activities.*

<input type="checkbox"/> Wetland Planting	<input type="checkbox"/> Wetland improvement/restoration of existing or historic wetland (other than vegetation planting or removal)
<input type="checkbox"/> Wetland Plant Removal (e.g., non-native/noxious plant control)	<input type="checkbox"/> Artificial wetland area created from an area not formerly a wetland
<input type="checkbox"/> Other (explain):	

_____ Estimated percentage of total cost of the project applied to wetland habitat activities.

_____ Total acres of artificial wetland created

_____ Total acres of existing or historic wetland habitat treated

Estuarine Habitat Projects: *Projects that result in improvement or increase in the availability of estuarine habitat. Check all proposed activities.*

<input type="checkbox"/> Channel modification/creation (e.g., improve intertidal flow to existing estuarine habitat)	<input type="checkbox"/> Creation of new estuarine habitat where one did not exist previously
<input type="checkbox"/> Dike or berm modification/removal	<input type="checkbox"/> Non-native/noxious plant control
<input type="checkbox"/> Removal of existing fill material	<input type="checkbox"/> Other (explain):

_____ Estimated percentage of total cost of the project applied to estuarine habitat activities.

_____ Total estuarine acres to be treated /created.

APPLICATION CHECKLIST

Instructions: Use this form as a cross-check to ensure that your application is complete. An incomplete application will jeopardize your application's review. **DO NOT RETURN THIS CHECKLIST WITH YOUR APPLICATION.**

General

- Only one copy of the application is included with the packet (other applications should be sent separately).
- The application and attachments are on 8 ½ x 11" paper.
- The application and attachments are single-sided and single-spaced.
- The application and attachments are not stapled or bound (sets of color photos and color maps excepted; see check box immediately below).
- Where color photo(s) or map(s) are provided, I have included 20 copies. If there were several maps, photos or designs, etc., I have taken one copy of each map, photo or design and assembled them to be one complete set, and stapled them together (no other documents or attachments are stapled). I have 20 sets for distribution to OWEB reviewers.

Section I – Applicant Information

- All questions in this section have been answered.
- The OWEB Funds Requested and the Total Project Cost mirror the totals shown on the budget page.
- The project location is complete.
- All contact information — for the Applicant and fiscal agent — is complete and current.
- The CERTIFICATION has been completed, signed and dated. (As an Applicant, you must sign this certification.)

Section II – Project Information

- All questions in this section have been answered.

Section III – Specific Restoration Project Activity

- All applicable questions in this section have been answered.
- Make sure that you have made an informed distinction between Effectiveness Monitoring and Post-Project Status Review.
- IF conducting Effectiveness Monitoring, I have added the Effectiveness Monitoring Insert with Sections I, II and III to R16 to support Effectiveness Monitoring funding.

Section IV – Budget Page

- I have read the application instructions for completing the budget page.
- I have downloaded the Excel or Word budget, completed and checked my calculations.
- Columns A and B have been completed, where appropriate.
- Fiscal Administration does not exceed 10% of the OWEB subtotal (subtotal row, Column E).
- The totals shown in the last row (BUDGET TOTAL) add up and are accurately reflected in Section I of the application.
- I have copied the budget page, inserted it as Section IV in the application and removed the placeholder page.

Required Forms

- ATTACHMENT A - Match Funding form – show that at least 25% match has been sought (authorized signatures are not required at the application stage, but are strongly encouraged).
- ATTACHMENT B - Land Use form (required only for applications involving on-the-ground activities to ensure compatibility with the local comprehensive plans and zoning ordinances) – completed as relevant, signed, and dated by local official.
- ATTACHMENT C - Public Record Certification Form – completed, signed, and dated.
- ATTACHMENT D - Restoration Metrics form – completed, as relevant.
- Project Maps – one copy for the application; 20 color copies, if appropriate, to assist the OWEB reviewers

Optional Attachments

- Preliminary Project Designs
- Photographs
- Letters of Support from key project partners or others, as appropriate