***Habitat Conservation Plan Tributary Funds***

*MISSION: To fund and support sustainable long-term, cost-effective projects that protect and restore Plan Species habitats and to foster partnerships with those that implement such projects.*

 **Douglas PUD: Wells Chelan PUD: Rock Island Chelan PUD: Rocky Reach**

SMALL PROJECTS PROGRAM APPLICATION

The Tributary Committees of Wells, Rocky Reach and Rock Island Habitat Conservation Plans encourage small-scale projects by community groups, in cooperation with landowners, to support salmon recovery on private property. Through a simple, streamlined application and evaluation process, the Small Projects Program is an effective way to accomplish projects that often rely on local volunteer organizations. These grass-root efforts can provide many direct and indirect benefits to salmonid habitat. Besides directly benefiting salmon, these grants can energize local volunteer organizations to invest in salmon recovery in their own communities.

The application and review process for the Small Projects Program is intended to increase participation by private stakeholders who may not have the resources or expertise to complete an extensive application process. The Committees may directly purchase materials for the project (value subtracted from the overall grant award) to reduce up-front costs for Project Sponsors. The maximum contract allowed under the Small Projects Program is **$100,000** (total, including matches), yet the Committees encourage Project Sponsors to submit applications for $10,000 or less. The minimum size proposal is a project valued at $1,000; projects valued at less than $1,000 may be considered on a case-by-case basis.

**Timelines:** Applications may be submitted at any time, and in most cases, funding decisions will be made within three months. Applications should provide sufficient detail so that the Tributary Committees can fully understand how the proposal would benefit fish species.

**Application Checklist**

\_\_\_\_\_ Every question and section COMPLETELY answered

\_\_\_\_\_ Project Summary (see examples on the following page)

\_\_\_\_\_ Signed landowner willingness form

\_\_\_\_\_ Map of project location

\_\_\_\_\_ Diagrams/pictures of proposed project work

Remember, the quality of the application is an example of the quality of work

that could be expected from the project sponsor.

**DISCARD/DELETE THIS PAGE – DO NOT SUBMIT WITH APPLICATION**

Project Summary Paragraph

**Project Summary Paragraph Outlines:**

***Restoration Project***

1. Objective statements
	1. Location
	2. Limiting factor(s) addressed
	3. Species and life stages effected
	4. Causal factors (why is the site impaired)
2. Watershed Category and Major/Minor Spawning Area designation (see RTT Biological Strategy and/or the Salmon Recovery Plan)
3. Specifically what the project will do and how it will accomplish its objectives (include details and quantities)
4. Expected benefits for habitat conditions and fish
5. Timeline for implementation including permits and completion

***Protection Project***

1. Location and Quantity of land protected
2. Watershed Category and Major/Minor Spawning Area designation (see RTT Biological Strategy and/or the Salmon Recovery Plan)
3. Details of the habitat protected (quantities of wetland, side channels, riparian area, and upland)
4. Other benefits (i.e. birds, mammals, non-listed fish)
5. Highlight the risks of not protecting it, what are the immediate threats
6. Landowner interest and timeline

***Restoration Example***

The objective of the Stump Creek Restoration Project is to increase habitat diversity and the abundance of juvenile steelhead and spring Chinook salmon within a 0.7-km-long segment of Stump Creek (between RM 1.3 and 2.0) that is artificially confined by a highway on one side and the railroad on the other side. Stump Creek, a tributary to the Cee Cee River, is within a Category 2 Watershed and is part of a Major Spawning Area for both spring Chinook salmon and steelhead. Because the railway and the highway cannot be moved, Glacier County Conservancy intends to increase habitat diversity, the primary limiting factor, by anchoring five large pine trees to the bank, placing four boulder clusters near the middle of the channel, installing three boulder weirs, and anchoring six brush bundles to the banks upstream from each boulder weir (for a total of 18 brush bundles). By adding structure (pools and cover) to the confined riffle reach, juvenile steelhead and spring Chinook should increase in abundance in the reach, thereby benefiting the Cee Cee steelhead and spring Chinook populations. The Conservancy expects to secure all necessary permits by December 2008 and complete the project by July 2009.

***Protection Example***

The Wildland Conservation Group intends to purchase a 15-ha conservation easement from a willing landowner along upper Tanner Creek, a tributary of the Badger River. Tanner Creeks is within a Category 1 Watershed and is a Major Spawning Area for spring Chinook salmon. The easement would protect critical spawning habitat for spring Chinook from potential negative effects of residential development. The easement would also protect two wetlands, four cold-water springs, and several side channels from development. These off-channel features provide habitat for several wildlife species, including birds, amphibians, and mammals. Most of the land adjacent to the proposed easement has been subdivided for residential and commercial development. The Wildland Conservation Group has a signed letter of intent from the landowner and expects the easement to be in place by April 2008.

**DISCARD/DELETE THIS PAGE – DO NOT SUBMIT WITH APPLICATION**

**Habitat Conservation Plan Tributary Funds SMALL PROJECT APPLICATION**

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| --- |
| **Project Sponsor Information** |

Sponsor Name:

Affiliation:

Address:

City, State Zip Code:

Telephone:

Email:

|  |
| --- |
| **PROJECT TITLE (6word maximum)** |

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| --- |
| **PROJECT SUMMARY (300 word maximum)** |

*For the project summary outline and examples, refer to previous page.*

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| **PROJECT BUDGET (not to exceed $100,000 including match)** |

Request from Tributary Committee: $

Other Contributions/Matches: $

**TOTAL Project Budget $**

*Note: These budget numbers should be consistent with those in the “DETAILED PROJECT BUDGET” of this application.*

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| **PROJECT DESCRIPTION** |

*For the project description complete the following sections. The total project description should be no greater than 6,000 words. Include enough information for the Tributary Committees to have a clear understanding of your project; assume the Tributary Committees have no familiarity with your project. Attach labeled photos or illustrations and reference those figures in your description. See developed example for additional guidance.*

**A: Project location**

*Describe where your proposed project is located.*

**B. Impacted Species**

*List the fish species and life-history stages that your proposed project will impact.*

**C: Current Situation**

*What limiting factor(s) is the project proposing to address? What activities are contributing to the limiting factor(s)? Be sure to site references; at a minimum reference the Upper Columbia Biological Strategy; however, other technical resources should be consulted as applicable.*

**D: Proposed Action**

*Outcome Statement - how will your proposed project address the limiting factor(s)?*

*What specific actions are you proposing to address the limiting factor?*

**E. Project partners and roles**

*List the project partners that will contribute towards the proposed project and define their contribution. A signed HCP Tributary Committee Landowner Willingness Form must be included with this application.*

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| **PROJECT TIMELINE** |
| **Item** | **Date (Month/Year)** |
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| **DETAILED PROJECT BUDGET** |
| **Item** | **Cost/unit** | **Units** | **Trib. Fund Request** | **Donated/Other Source** |
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**TOTAL PROJECT COST: $**

*Submit this completed form via email to Becky Gallaher,* *becky.gallaher@chelanpud.org**. Any electronic submittals must be in MS Word. Or you may submit a paper copy or diskette (or CD) to the following address:*

Becky Gallaher

HCP Tributary Fund

Post Office Box 1231

Wenatchee, WA 98807