# Appendix F: Project Grant Application

***FOR REFERENCE ONLY. SUBJECT TO CHANGE***

PRIVATE FOREST ACCORD

GRANT PROGRAM

# IMPORTANT. READ BEFORE PROCEEDING

This document is for reference only and may be updated before the official application window opens.

**Do not complete this form.**

When the application period begins, log in to the Grant Management System to access the official on-line application.

This reference guide includes all potential questions. The on-line form will tailor the questions to your specific project type.

Thank you for considering the PFA Grants Program for  funding, we look forward to reviewing your proposal.

# Private Forest Accord Grant - Fall 2025 Solicitation

*Oregon Department of Fish and Wildlife*

## *Project Information*

**Collaborate Feature**

To invite others to collaborate on a request, use the "Collaborate" button at the top of the page.

Enter the collaborator's email address, set their permission level (View, Edit, or Submit), include a message with instructions, and click "Invite." You can revoke access at any time.

The collaborator will receive an email with your message, a link to log in, and instructions to create a password if it's their first time. Once logged in, they can access the request under the "Collaboration Requests" tab on their dashboard and follow your instructions.

Collaborate Video Tutorial

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**Access the most current** *Grant Guidelines here.*

### Project Type*

Select all the apply. Examples may be found on the PFAGrants.com webpage.

**Choices**

Implementation
Planning
Research & Monitoring
Water Transaction

### Project Name/Title*

Project Names/Titles can be no more than 80 characters, including spaces.

*Character Limit: 80*

### Total Project Cost*

What is the total cost for this project including all project funds (i.e. ODFW funding requested, matching funds, other contributing funds, etc.).

*Character Limit: 20*

### Total funding requested from ODFW?*

Please enter the total amount of funding you are requesting from ODFW, rounded to the nearest whole dollar. Do not include any matching funds in this amount.

**It is your responsibility to ensure this request matches the total listed in Exhibit B: Budget. This will be the final award amount, so please double-check for accuracy to prevent any unintentional reduction in funding.**

*Character Limit: 20*

## Project Start Date*

The estimated start date of ODFW funding being used.

**Project Start dates may be as early as April 24, 2026.**

*Character Limit: 10*

## Project End Date*

When ODFW funding will be completely used. Four year project timelines are encouraged.

*Character Limit: 10*

## County of Project*

Select the primary county the project is to take place in.

### Choices

Baker County
Benton County
Clackamas County
Clatsop County
Columbia County
Coos County
Crook County
Curry County
Deschutes County
Douglas County
Gilliam County
Grant County
Harney County
Hood River County
Jackson County
Jefferson County
Josephine County
Klamath County
Lake County
Lane County
Lincoln County
Linn County
Malheur County
Marion County
Morrow County
Multnomah County
Polk County
Sherman County

Tillamook County
Umatilla County
Union County
Wallowa County
Wasco County
Washington County
Wheeler County
Yamhill Count

## Impacted Counties

Select any additional counties impacted by the proposed project.

### Choices

Baker County
Benton County
Clackamas County
Clatsop County
Columbia County
Coos County
Crook County
Curry County
Deschutes County
Douglas County
Gilliam County
Grant County
Harney County
Hood River County
Jackson County
Jefferson County
Josephine County
Klamath County
Lake County
Lane County
Lincoln County
Linn County
Malheur County
Marion County
Morrow County
Multnomah County
Polk County
Sherman County
Tillamook County
Umatilla County
Union County
Wallowa County
Wasco County
Washington County
Wheeler County
Yamhill Count

## Assessor Parcel Numbers or TAX number

May be the project center parcel or of every parcel involved in the project. If listing multiple, separate by a comma

*Character Limit: 1000*

## HUC-10 Project Location*

List the most centered HUC-10 code that your project directly impacts. HUC stands for Hydrologic Unit Code. The unique code identifies watersheds.

Click here to identify your HUC-10 - ***The webpage and layers bar will take a few minutes to load. Zoom level 10 will show HUC-10 codes. Only type in the 10-digit code that follows the "10-" signifier.***

*Character Limit: 10*

## Impacted Basin*

Using this map, state what basin your project takes place in. **Example) North Coast Basin 1**

*Character Limit: 250*

## Latitude (Decimal Degrees)*

Project center point. Enter up to 6 digits right of the decimal.

*Character Limit: 10*

## Longitude (Decimal Degrees)*

Project center point. Enter up to 6 digits right of the decimal.

*Character Limit: 10*

## What is the ownership of the project site(s)?*

Please select all that apply.

### Choices

Private Land
Tribal Land
Public Land - Federal
Public Land - State
Public Land - Local

## Does this project build on previously funded PFA Grants?

If this project expands upon a previously funded PFA Grant, please describe the prior project and explain how this continuation is essential.

*Character Limit: 5000*

## Partial Funding*

If the project receives partial funding please describe the impact to the proposal.

*Character Limit: 5000*

## Landowner Information*

Does the project take place on land owned by the applicant?

### Choices

Yes
No

## Does the Project Propose Ground Disturbance*

Including any soil disturbance, capital improvement, engineering, site grading, or other construction.

### Choices

Yes
No

## Advancement Funding*

Does the project plan to request an advance payment?

### Choices

Yes
No

## Is Match Being Provided?

Match funding is not a requirement, and both cash and in-kind contributions are acceptable.

### Choices

Yes
No

## Herbicide*

Does your project include the use of herbicide?

### Choices

Yes
No

## Ground Disturbance?*

Does your project involve any ground disturbance?

### Choices

Yes
No

# *Project Contact Information*

## Organization Type Applying*

Please choose the category that best describes your organization.

### Choices

State Agency
Tribal
Local Agency/Municipality
County Government
Community Service District
Water District
Private Company
Watershed Council
Corporation
Soil Conservation District
Non-profit 501c3
Special District
Land Trust
Federal Agency

## Fiscal Sponsors*

Is your project using a fiscal sponsor to apply?

### Choices

Yes
No

## Applying Organization Name*

*Character Limit: 250*

## Lead Organization Federal Tax ID Number*

*Character Limit: 11*

## Physical Address*

Of the applying organization.

*Character Limit: 250*

## Project Manager Title*

Please list only the project manager who is directly responsible for day-to-day project activities and are able to respond to project-related inquiries from PFA Grants staff.

This is also the same contact we will use for award announcements or application questions.

*Character Limit: 200*

## Project Manager Name*

*Character Limit: 200*

### Project Manager Email Address*
*Character Limit: 254*

### Project Manager Direct Phone Number*
This will be used to contact the organization for any application related questions.

*Character Limit: 20*

### Project Manager Extention
If applicable, list the extension for the Project Manager phone number

*Character Limit: 50*

### Project Team Qualifications*
Summarize your project team's qualifications, experience, and capacity to successfully complete the proposed work. Include a brief statement for each team member and:

- Experience managing or receiving grant funds for conservation
- Strategies for ensuring contractual compliance, and monitoring.
- Examples of completed or ongoing similar projects (include project name, funding amount, funder, and brief summary)
- Project team members and roles

**For water transactions, also include:**

- Skills, legal knowledge, or access to legal expertise used to negotiate, structure, and complete water transactions in compliance with state and local laws
- Previous coordination with OWRD Watermasters or other partners

*Character Limit: 10000*

## *Project Overview & Purpose*

### Project Abstract*
Provide a brief summary that outlines the essential details of the proposed project

For water transaction projects include the water right acreage.

*Character Limit: 1000*

### Project Overview*

Provide a high-level overview of the project, addressing the following sections separately:

1. **Project Summary:** Briefly describe the project's goals, location, and scope.
2. **Current Conditions:** Outline habitat, ecological, and watershed conditions, including land use history.
3. **Challenges**: Identify potential risks or barriers to project completion.
4. **Funding Justification:** Explain why funding is essential for success.
5. **Next Steps:** Detail anticipated actions post-completion.

**For Water Transaction Projects describe the project's geographic location in relation to streams, rivers, estuaries, and watershed features.**

*Character Limit: 10000*

## Protections or Restrictions*

Describe any protections, restrictions, or legal interests that may affect this project, including easements, water rights, infrastructure, or third-party rights that influence water use or conveyance.

Explain whether any appurtenant rights will transfer as part of the transaction and identify any unresolved legal issues or ownership interests.

*Character Limit: 5000*

## Habitat Conservation Plan Covered Species (anticipated)*

Check all of the Habitat Conservation Plan Covered Species the Project will benefit. **All eligible projects must demonstrate uplift of at least one or more of the following species:**

### Choices

Bull trout (Salvelinus confluentus)
Coastal giant salamander (Dicamptodon tenebrosus)
Coastal tailed frog (Ascaphus truei)
Columbia torrent salamander (Rhyacotriton kezeri)
Cope's giant salamander (Dicamptodon copei)
Green sturgeon (Acipenser medirostris)
Mountain whitefish (Prosopium williamsoni)
Native salmon and trout (Oncorhynchus spp.) - Elaborate below.
Pacific eulachon/smelt (Thaleichthys pacificus)
Southern torrent salamander (Rhyacotriton variegatus)

## Native Salmon or Trout Species (anticipated)

If applicable to your project, briefly specify the native salmon or trout species benefiting from the project, including Distinct Population Segments (DPS), or Evolutionary Significant Unit (ESU), as applicable.

*Character Limit: 900*

## Species and Ecosystem Benefits:*

Describe how the project benefits species, including those covered under the Habitat Conservation Plan (HCP), including any species impacted that're covered under the Endangered Species Act (ESA). Address the following:

1. **PFA HCP Ecological Impact:** Explain the overall ecological impact of the project, highlighting the specific benefits for PFA HCP-covered species (and/or ESA impacted species).
2. **Ecosystem Benefits**: Explain how the project provides measurable ecological improvements/impacts to the species,
3. **Limiting Factors**: Identify any specific threats or challenges to species populations and how the project mitigates these issues.
4. **Long-Term Sustainability**: Discuss how the project will contribute to the long-term sustainability of the impacted HCP-covered species, extending beyond the grant period.

*Character Limit: 10000*

## Relation to Conservation and Recovery Plans*

Does your project align with any species conservation and recovery plan(s)? If so, describe any limiting factors and priority actions identified in the recovery plans that will be addressed in your project, and cite the plan. URLs may be inserted. Do not attach plans to this application.

If applicable, include how your project furthers any goals or priorities from any other relevant Local, State, Federal, or Tribal plans.

*Character Limit: 5000*

## Community Impact*

Describe how your project will impact the community. In your response, please address the following points:

1. **Definition of Local Community**: Define what "local community" means in the context of your project.
2. **Community Impact**: Discuss any anticipated positive or negative impacts on the local community as a result of the project.
3. **Community Support and Engagement**: Describe how the project has worked to build community support or outline plans for future engagement with the community.

*Character Limit: 5000*

# *Goals, Objectives, & Grant Activities (i.e. deliverables)*

## Project Goal Statement*

Provide a 2-3 sentence high-level project goal statement including project location, primary goal, impact, and target species.

*Example: The project will restore a 25-acre parcel of forestland in the Umpqua Watershed in partnership with the County by removing invasive plants, resulting in the benefit of additional rearing habitat for (INSERT TARGET SPECIES). The project will also further enhance habitat by planting additional native oak trees that will provide essential coverage for other Habitat Conservation Plan Covered Species (INSERT TARGET SPECIES).*

*Character Limit: 500*

## Measurable Project Objectives

List up to the 5 most significant and measurable project objectives to achieve the project goal. Within each objective, use the *implementation* section below to describe how the objective will be implemented. **List all dates as MM/DD/YYYY.**

*Project objectives should be:*

- *Tangible and measurable*
- *Achievable, realistic, and can be completed within the time allowed*
- *Attainable, time-bound, specific goals you can measure at the end of your project*
- *Related to your broader project goal(s)*

| Objective number | Measurable Objective | Estimated Completion Date | Responsible Party |
|---|---|---|---|
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## Project Grant Activities (Deliverables)

List any Grant Activities (deliverables) tied to the measurable project objective(s) above. List all dates as MM/DD/YYYY. A deliverable is any product, service, or result of a project. Documentation of Grant Activities must be provided to ODFW in progress reports as completed. **The responsible party for all Grant Activities to be handed in must be the Applying**

**Organization/Grantee.**

*All projects must include the following Grant Activities at a minimum in the table below:*

- *Yearly performance report (Due by December 31st yearly)*
- *Draft project completion report (due 30 calendar days prior to project expiration date)*
- *Final project completion report (due 30 calendar days following the project expiration date)*
- *Implementation projects only: Include an Implementation Monitoring Plan deliverable in the table below, with a due date by the first progress report.*
- *Ground disturbance projects only: Include an Oregon State Historic Preservation Office (SHPO) response letter, due by December 31st, the same year of the Project Start Date.*

| Measurable Objective | Grant Activities | Brief Description of Deliverable | Estimated Completion Date | Responsible Party |
|---|---|---|---|---|
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## Implementation*

This section prioritizes the measurable objectives outlined in the objective table above. Each objective should be its own header, followed by a breakdown (using a brief bulleted list, no narrative) of the actual work tasks required to achieve that objective, along with the identification for the responsible party completing each task under the objective (Lead Organization, Contractor, Partner, etc.).

Use your organization name instead of "we, them, they" and please write out acronyms in full the first time you use them.

Example:

Measurable Objective 1: Modify 5 miles of tidal channels to improve connection with the River.

- The *(Insert Lead Organization name)* will:
  - Complete ODFW fish salvage and in-water work window permit extensions.
  - Conduct fish salvage.
- The Contractor (*or partner)* will:
  - Use excavator to restore/re-grade Channels X,Y, and Z, and leave 1 miles of channels A,B, and C in their current functioning condition.
  - Shape channels and set to grade to drain during each tidal cycle to prevent fish stranding and mosquito issues.

Measurable Objective 2: Protect restored tidal channels and wetlands

- The *(Insert Lead Organization name)* will:
  - Oversee the placement of bridges.
  - Ensure bridges are installed according to designs.
  - Oversee and assist with erosion control measures.
- The Contractor (*or partner)* Will:
  - Place four (4) bridges on 20-foot-long by 2.5-foot-wide by 1.25-foot thick monoblock abutment sills (one per side) with crushed aggregate surfacing at the approaches.
  - Emplace erosion control measures as per plans.

*Character Limit: 10000*

## Project Schedule*

Provide a detailed project schedule below, or upload a timeline here, outlining the timeline for your proposed project. The timeline should help reviewers assess the feasibility and realistic

nature of your project.

When creating a timeline, consider including the following key points:

- **Project Phases**
- **Major Milestones**
- **Task Breakdown**
- **Resources**
- **Grant Activities (*Deliverables*)**
- **Review and Approval Points**
- **Contingency Plans**
- **Final Reporting and Evaluation Timelines**

*Character Limit: 10000 | File Size Limit: 8 MB*

## Anticipated Benefit Summary

Briefly detail in the table below the quantitative measurement of the anticipated extent of habitat improvement or restoration, such as:

- Miles of stream opened above barriers,
- Acres of habitat restored,
- Cubic feet of flow restored,
- etc.

If the benefits of the proposed action would not be habitat-based in nature, describe the metrics that will be used to characterize the beneficial effects of the proposed project on the covered species, such as the number of individuals translocated or the number of installed culvert devices or pond levelers.

For any units not listed below or for qualitative metrics of success, use *"Other unit."*

| Project Action | Anticipated Number |
|---|---|
| CFS Restored | |
| Roads Repaired | |

| | |
|---|---|
| **Miles of Stream Habitat Restored** | |
| **Miles of Stream Opened** | |
| **Culverts Retrofitted** | |
| **Other Unit 1 (Undefined)** | |
| **Other Unit 2 (Undefined)** | |
| **Other Unit 3 (Undefined)** | |

### Define Other Unit

If "*Other Unit 1,2 or 3*" was selected as a unit, please define it.

*Character Limit: 500*

## *Water Transaction - Additional Information*

PLEASE READ

For projects requesting an advance, funds will be available no sooner than six months after the award date, which is expected in Spring 2026.

Reimbursement-based projects should plan for a Spring 2026 start date.

### Water Transaction Project Type*

Select all the apply

#### Choices

Full Season Instream Lease
Permanent Instream Transfer
Split-Season Instream Lease
Time-limited Instream Transfer
Forbearance Agreements
Minimum Flow Agreements
Other Water Use Agreements

## Point of Diversion*

Is the  point of diversion is on the landowner's property?

### Choices

Yes
No

## Legal Protection*

Will the transacted water be legally protected instream?

### Choices

Yes
No

## Stream*

Idenfity the stream this project is to take place in.

*Character Limit: 249*

## Instream Start Date*

When will the water be instream?

*Character Limit: 10*

## Instream End Date*

When is the end date for water being instream?

*Character Limit: 10*

## River Mile - Upper*

What is the upper end River Mile?

*Character Limit: 249*

## Cold Water Refugia*

Will this project provide a cold water refugia?

### Choices

Yes
No

## River Mile - Lower*

What is the lower end River Mile?

*Character Limit: 249*

## Multiple Reaches

If the project contains multiple reaches, provide the information below for each separate reach. Note the primary and the secondary reach as applicable and include:

1. Targeted Stream of Benefit?

2. Tributary of?

*Character Limit: 1000*

## Diversions*

Are there any diversions for other users in the targeted protected reach? If yes, how do you plan to protect the water?

*Character Limit: 2500*

## Future Outlook*

How will this proposed project lead to future expansion of instream flow restoration opportunities in the basin?

*Character Limit: 2500*

## Water Transaction Cost Justification*

Describe how you determined the proposed cost for this water transaction and explain why it is reasonable and appropriate for the basin. Reference any comparable transactions, expert evaluations, historical data, or other supporting evidence. If available, include the following:

- Cost per cfs and per acre-foot
- Duration and reliability of flow
- Third-party valuation or consultant opinion
- Description of the negotiation process or rationale used to establish the price

Upload all supporting documentation in the attachments section of this application. Refer to the Water Transaction Guidance Document section "Cost Justification for Water Transactions" to ensure your response meets all requirements.

*Character Limit: 10000*

## Monitoring Plan*

What is the monitoring plan for this project, and why is it appropriate for the transaction type and term? Your response should address the following:

- Methods for monitoring the diversion and the protected reach (method, timing, frequency, and location of measurement)
- Agencies, programs, or individuals responsible for data collection, storage, and evaluation (include names and contact information)
- Types of data collected (e.g., flow, biological, water quality)
- Approach for managing, analyzing, and interpreting data
- How data collection connects to and informs the final report

- How monitoring results will be reported and made available to natural resource professionals and the public

*Character Limit: 10000*

## Authorized Diversion Rate*

What is the maximum authorized diversion rate (CFS) and duty (Acre Ft) under the water right during the transaction term?

List by month (e.g., April: 5 CFS; May: 5 CFS; June: 5 CFS)

*Character Limit: 3000*

## Maximum flow rate*

What is the maximum flow rate (CFS) to be placed instream during the season of use?

Reference your certificate for these numbers and list the season of use.

*Character Limit: 3000*

## Monitoring Parameters*

What parameters are being monitored at this project location?

### Choices

Diversion (weir, flume, totaling flow meter, other)
Stage (recorder)
Stage (staff plate)
Stream-discharge (seasonal hydrograph)
Stream-discharge(point measurements)
Water temperature
Other (Describe in next question below)

## Describe "Other" Montioring Parameter

*Character Limit: 1000*

## Flow Target*

What is the flow target this project aims to achieve, and during what time period? Explain how this target was established, and estimate what percentage of the flow target will be met through this transaction alone and in combination with other existing transactions during the intended period of use.

*Character Limit: 3000*

## Water Rights*

Provide a complete summary of all water rights associated with the property and this proposed transaction. Your response should include:

- Type of water rights appurtenant to the property (e.g., surface, groundwater, or both)

- Whether the rights have been beneficially used within the past five years, with documentation of historical use (e.g., imagery, diversion records, past leases, evapotranspiration data)
- Identification of any water rights to be excluded from the transaction
- Whether any water rights are located within an irrigation district (include district name and upload a signed irrigation district application, if applicable)
- Any certificates or claims currently under adjudication relevant to this transaction
- For each water right included in the project:
    - Water Right Certificate or Claim Number
    - Total acres and number of acres included in this transaction
    - Name of water source
    - Water Right priority date
- If a landowner will retain partial use of a water right or claim, describe how it will be used and how it affects the amount proposed for instream use

Upload copies of all relevant Water Right Certificates with your application materials, if applicable.

*Character Limit: 10000*

## Best Practices in Community Engagement around Water Projects*

Describe how your project will work to incorporate the "10 Best Practices in Community Engagement around Water Projects?" Identify specific actions your project will take.

*Character Limit: 5000*

## Water Right Holder and Long-Term Stewardship*

Identify the entity that will hold, manage, or otherwise be responsible for ensuring the terms of the proposed water transaction are implemented and maintained over time. Eligible holders may vary based on the type of transaction (e.g., instream lease, transfer, or agreement) and applicable state law. Provide the following:

- Name of the entity that will hold or manage the water right or agreement (e.g., for an instream lease or transfer, identify the applicant of record or agreement signatory)
- The legal authority under which the entity operates
- A description of the entity's role in long-term oversight, compliance, or enforcement of the water transaction (e.g., coordination with OWRD, instream flow monitoring, renewal of temporary leases, etc.)

Upload a letter of acknowledgement from the proposed transaction holder with your project applicaitons.

*Character Limit: 10000*

# *Compliance & Permitting*

## Regulatory Compliance and Permitting:*

Provide details on the project's regulatory compliance, including:

1. **Permits & Approvals**: List required permits or approvals (e.g., access agreements, in-water work permits). Indicate whether these have been secured or will be secured post-award.

2. **Federal Services Consultation:** Detail any consultation with federal agencies (e.g., NOAA Fisheries, U.S. Fish & Wildlife). Include relevant dates and outcomes.

*Character Limit: 10000*

# *Budget*

## Budget Upload*

Upload your project budget as an Excel file using the current Budget Template provided in the Grant Guidelines.

Refer to the programs Indirect Costs Appendices for details on allowable costs and guidance on preparing your budget.

For all **water transaction projects**, list funding requests for nonuse agreements under the **"Other Costs"** budget category.

*File Size Limit: 5 MB*

## ODFW Funding*

Briefly describe how funding from only ODFW is planned to be used for this project. Only discuss ODFW-related funding in this response.

- Define any and all acronyms used.
- Do not cite any documents

*Character Limit: 4000*

## Budget Justification*

Provide a brief justification for each budget category requesting funding from ODFW.

For water transaction projects, ummarize acquisition costs, including purchase price, appraisal, title, survey, escrow, and any additional line items.

*Be sure to describe any undefined or "other" cost(s), indirect costs, equipment costs over $5,000 & justification, along with any requests for Advance Payment, Pre-project Reimbursement requests, and Post-Project Maintenance funding.*

*Character Limit: 8000*

### Reimbursement Frequency Acknowledgement*

Please confirm that you understand the PFA Grants Program is reimbursement-based unless an advance is approved.

Reimbursement requests must include a performance report and can be submitted after each fiscal quarter, up to 30 days after it ends. Annual performance reports are due in December and may include a reimbursement request.

For all water transaction projects, reimbursements other than personnel costs will be processed only after the irrigation season has ended and proof of nonuse has been provided.

#### Choices

Yes - I acknowledge

## *Additional Information*

### Additional Conservation and Recreation Benefit

If applicable, does your project directly provide additional benefits and/or contributing outcomes that benefit conservation and recreation programs and goals in Oregon?

*For example, a project designed to improve water quality in a specific watershed might also have the co-benefit of improving municipal drinking water quality. Or a new bridge crossing over a fish bearing stream might benefit both the identified fishery and also provide improved recreational access.*

*Character Limit: 2500*

### Project Partners*

Provide a brief list of all project partners involved and their respective roles. Include any contractors or consultants in your response and list all private landowners the project is involving.

*Character Limit: 5000*

### Timber Harvest Impact*

Does the project have an impact on current and/or future timber harvest?

*Character Limit: 1000*

### Public Access*

Does the project impact public access by enhancing or limiting it?

*Character Limit: 1500*

## *Project Match*

### Total Match Amount Provided*

This includes the comprehensive dollar value of all match types being provided.

*Character Limit: 20*

### Is ODFW providing match?*

If the Oregon Department of Fish and Wildlife is providing any match please describe below and upload an ODFW letter of commitment in your project attachments.

Letters must be on ODFW letterhead describing the match type, amount, and the project name match is provided for.

#### Choices

Yes
No

### Secured or Unsecured Matching Funds*

In your response:

1. Explain the status of any matching funds (Secured or Unsecured) and how the project would be affected if those funds are not secured.
2. List all matching fund sources and describe their role in supporting the project.

*Character Limit: 8000*

## *Implementation Monitoring*

### Implementation Monitoring Plan*

To ensure projects are completed as planned and meet all regulations, applicants must submit an Implementation Monitoring Plan. This plan should explain how project work will be tracked during construction, how compliance with design and environmental requirements will be verified, and how issues will be handled.

Provide a draft Implementation Monitoring Plan and use Appendix L in the Grant Guidelines to make sure it meets program requirements.

*File Size Limit: 12 MB*

# *Advance Payment Request*

## Advancement Insurance Acknowledgement*

Please confirm that your organization will obtain crime protection insurance before receiving an advance payment.

**This insurance premium may be included in your PFA Grants Budget under "other costs."**

### Choices

Yes - I acknowledge

## Advancement Amount*

List the amount of funding you plan to request as an advance.

*Character Limit: 20*

## Advancement Detail*

Detail how funds will be used (e.g., staff hours, equipment, materials). Attach supporting documentation like quotes or invoices if applicable

*Character Limit: 5000 | File Size Limit: 5 MB*

# *Ground Disturbance*

All award recipients are responsible for securing all required local, state, and federal permits and approvals to carry out the approved project. This includes, but is not limited to, fill/removal permits, tribal, historic, and cultural compliance (including the National Historic Preservation Act), in-water work permits, and any other necessary approvals.

## Ground Disturbance*

Describe the capital improvement, engineering, site grading, or other construction and identify who is doing the work (Grantee, Partner, Contractor).

*Character Limit: 3000*

## Oregon State Historic Preservation Office (SHPO) Consultation*

Has the project consulted with, or plans to consult with, the Oregon State Historic Preservation Office (SHPO)? If no, why?

**ANY GROUND DISTURBING PROJECT IS REQUIRED TO OBTAIN A SHPO CASE NUMBER BEFORE PROJECT EXECUTION.**

*Character Limit: 1000*

### SHPO Upload

If the project has consulted with the Oregon State Historic Preservation Office please provide proof of communication as an application attachment, email confirmation is acceptable.

*File Size Limit: 3 MB*

## *Projects with Herbicide*

### Vegetation*

Describe the current vegetation conditions and composition at project site. Provide a description or list of the dominant native and invasive plant species, any rare or sensitive species, percent cover of invasive species, and if they occur in monocultures or mixed communities with natives

*Character Limit: 3000*

### Applicators License*

Will your project be using an applicator that has an Oregon Pesticides/Herbicide Applicators License?

#### Choices

Yes
No
Unknown

### Chemical Treatment*

Please describe any chemical treatment measures proposed and why.

*Character Limit: 1500*

## *Project Attachments*

**Project may use this section to upload additional supporting attachments. If the proposal has many attachments, attachments may be uploaded as a zipped folder with clear and concise file name(s).**

**Example Attachments:**

- **Project feasibility documentation**
- **Plans, designs, and/or engineering specifications**
- **Secured permits and regulatory approvals needed to implement the project**
- **Letters of Support**
- **Letters of Commitment**
- **etc.**

## Supporting Project Attachment(s)

You may attach multiple files into a single submission. If possible, please include a table of contents or compress the files into a zip folder, ensuring that each file is appropriately named.

All Water Transaction projects must upload the following, as applicable:

- Water right (claim) valuation or water market report.
- Water Right Certificate.
- Assessors Report
- Copy of the approval order from the Oregon Water Resources Department required to affect the transfer or change of use
- Signed Irrigation District Application

*File Size Limit: 20 MB*

## Federally Negotiated Indirect Rate Letter

If you are requesting an indirect rate greater than 15% please upload your Federally Negotiated Indirect Rate Letter here.

*File Size Limit: 5 MB*

## ODFW Letter of Commitment

For projects including matching funds from the Oregon Department of Fish and Wildlife, upload a commitment letter on ODFW letterhead detailing the specific match type, amount, brief description, and project name. Address all letters to the PFA MAC. Letters of Commitment are mandatory prior to any agreement being executed.

**Label the file "ODFW Commitment Letter" and upload it here.**

*File Size Limit: 5 MB*

## Project Map Upload*

Project map(s) are required, uploaded here as a PDF. If you choose not to upload a map, please explain why in the text area below to "skip" this question.

At the minimum, all maps must delineate the following:

- Location(s) of proposed project activities(s), including any construction or research boundaries.
- Regional location and site-specific information such as property boundaries, work locations, survey areas, surface water bodies, and monitoring points.
- True north arrow
- Property Boundaries
- Map title and legend
- Latitude and Longitude of Project Center Point

- Proposed measurement locations (if applicable)
- ***Optional -*** *Tax Map and Lot numbers of each property in the project area boundary.*

**For Water Transaction Projects,** you must include the list above, and the following:

- Monitoring Locations
- Surface water bodies
- Location of involved structures (existing or proposed)
- Tax Map and Lot numbers of each property in project area boundary
    - Each property where project work is planned must be identifiable on the map or your application will be deemed incomplete.
- Point(s) of Diversion and Place(s) of Use associated with the project (if applicable)
- Proposed measurement location(s) (if applicable)

It is recommended that detailed project maps are uploaded so that grant reviewers can fully understand the project scope.

*Character Limit: 250 | File Size Limit: 30 MB*

# *Landowner Acknowledgement*

## Landowner Certification*

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.

### Choices

Yes
No
Not Applicable

## Landowner Certification*

If you selected "No" above, explain why you have not consulted all private landowners involved in this project. Upon an award of funding, it will be required that you ultimately submit a landowner acknowledgement form.

Type "Not applicable" if all landowners have been informed.

*Character Limit: 2500*

## Landowner Acknowledgement

If your project is located on land not owned by the applicant, please upload a completed Landowner Acknowledgement Form for each private landowner involved.

Please refer to the Grant Guidelines for the Landowner Acknowledgement Form Template.

*File Size Limit: 5 MB*

# *Certification*

## Conflict of Interest (COI) Statement*

Does the primary applicant and / or the lead organization have a known Conflict of Interest (COI) associated with the PFA Mitigation Advisory Committee, the Oregon Department of Fish and Wildlife, or the Oregon Fish and Wildlife Commission?

### Choices

Yes

No

## If a COI is declared, please briefly describe the conflict.

*Character Limit: 2000*

## Certification*

I certify that I have approval from my organization to submit this application and that the above information is true and accurate to the best of my knowledge.

### Choices

Yes

## Authorized Representative Name*

This is the signatory of the agreement.

*Character Limit: 200*

## Authorized Representative Title*

*Character Limit: 200*

## Authorized Representative Organization*

The lead organization.

*Character Limit: 250*

## All inclusde deadline*

Please confirm that you understand the All Inclusive Deadline.

All proposals are final upon submission. No revisions, edits, or additions will be allowed after submission. Make sure your proposal is complete and all funding requests are accurate before submitting.

### Choices

Yes - I acknowledge this proposal is complete upon submission.

## Certification Date*

*Character Limit: 10*

Thank you for considering the PFA Grants Program. We anticipate announcing awards in the spring of next year.