

# OREGON WATERSHED ENHANCEMENT BOARD

## USFWS NATIONAL COASTAL WETLANDS CONSERVATION GRANT PROGRAM ADMINISTRATION TIMELINE



**NOTE:** Deadlines of importance to local implementers are noted in **red** below.

**DEADLINE Dec. 16, 2016:** Local implementer submits Letter of Interest to OWEB

**Jan. 2017\*:** USFWS announces FY2018 National Coastal Wetlands Conservation Grant Program (NCWCGP) grant offering and sets the application deadline

**DEADLINE Feb. 2017\*:** Local implementer submits Pre-Proposal to OWEB

**Feb.-Apr. 2017:** OWEB convenes a Coastal Wetlands Review Team to engage in programmatic vetting of the proposed NCWCGP application submission; OWEB conducts site tours with Coastal Wetlands Review Team and USFWS staff

**Apr. 2017\*:** OWEB Board votes on decision to submit NCWCGP application at Board Meeting

**DEADLINE May 2017\*:** Local implementer submits Draft NCWCGP application to OWEB

**May 2017\*:** OWEB submits Draft NCWCGP application to USFWS for review

**May 2017\*:** USFWS provides comments on Draft NCWCGP application to OWEB

**May-Jun. 2017:** OWEB seeks legislative approval to submit NCWCGP application

**DEADLINE Jun. 2017\*:** Local Implementer submits Final NCWCGP application to OWEB

**Jun. 2017\*:** OWEB submits Final NCWCGP application to the USFWS

**DEADLINE Oct. 2017\*:** Local implementer submits acquisition, technical assistance, and/or restoration grant application to OWEB for state match funding

**Dec. 2017-Feb. 2018:** OWEB Acquisition and/or Regional Review Teams review OWEB grant applications through regular OWEB processes and make funding recommendations

**Dec. 2017-Feb. 2018:** USFWS NCWCGP awards are announced

**Mar. 2018:** OWEB Management determines funding lines for all OWEB grant applications with consideration of Review Teams' funding recommendations and available funding

**Apr. 2018\*:** OWEB Board makes final funding decision on OWEB grant application and final decision to move forward with NCWCGP award

\* Indicates approximate dates that will be updated upon release of the FY2018 National Coastal Wetlands Conservation Grant Program (NCWCGP) grant offering.

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## USFWS NCWCG PROGRAM LETTER OF INTEREST PROCESS



The intent of this letter of interest process is to notify OWEB of your interest in pursuing a National Coastal Wetland Conservation Grant, to initiate a dialogue between you and the agency, to determine baseline project eligibility, and to develop a strategy for the potential submission of state and federal applications.

Letters of Interest should be emailed directly to [jillian.mccarthy@oweb.state.or.us](mailto:jillian.mccarthy@oweb.state.or.us). Please include the following information:

- Entity proposing the project;
- Point of contact for the proposed project;
- Other direct project partners, if applicable;
- Location of the proposed project, including a basic project map;
- A list of basic project elements, such as acquisition, conservation easement, restoration, enhancement, management, technical assistance, etc.;
- An estimated budget;
- Concise narrative description of the project;
- A brief discussion of the project's known timeline, ripeness, and/or project planning aspects that are still in development; and
- Other information you deem appropriate.

If you have any questions, please contact Jillian McCarthy, Partnerships Coordinator at [jillian.mccarthy@oweb.state.or.us](mailto:jillian.mccarthy@oweb.state.or.us) or at (503) 986-0033.

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## USFWS NCWCG PROGRAM PRE-PROPOSAL PROCESS



The intent of the Pre-Proposal process is to enable OWEB's programmatic vetting of the proposed NCWCGP application to the USFWS in preparation for technical review, staff recommendations, and approvals by the OWEB Board and the Oregon State Legislature to submit NCWCGP applications to the USFWS. While understanding that proposed projects will be at varying stages of development and design by the Pre-Proposal deadline, the Pre-Proposal should nonetheless provide as much detail as possible and should be a polished document appropriate for review by the above listed entities.

In an effort to streamline the process and workload for local implementers, the form of the Pre-Proposal is predominately excerpted from the NCWCGP FY 2017 Notice of Availability of Grants and Request for Applications attached to this document as Attachment A. OWEB anticipates that local implementers can re-use their responses in this Pre-Proposal while later developing their draft and final NCWCGP applications for the FY2018 program. (Please note that the FY2018 NCWCGP Request for Applications will not be released until early 2017.)

Pre-Proposals should include the following information:

- ☐ Entity proposing the project;
- ☐ Point of contact for the proposed project;
- ☐ An Executive Summary; and
- ☐ The below identified items from Attachment A (as highlighted).
  - On page 7, **Required Federal Forms**, section 2 **Budget Justification** only
  - On pages 10-11, **Project Statement**, sections 1 through 6 only
  - On page 12, **Drawings/Maps/Photographs**, all of sections 1 and 2
  - On page 15, part A (**Ranking Criteria**), sections 1, 3, 9, and 10 only

Your Pre-Proposal can be submitted by email directly to [jillian.mccarthy@oweb.state.or.us](mailto:jillian.mccarthy@oweb.state.or.us).

If you have any questions, please contact Jillian McCarthy, Partnerships Coordinator at the above email address, or at (503) 986-0033.