

WILDLIFE CONSERVATION GRANTS

TPWD's Wildlife Diversity Program is offering grants to support implementation of the 2012 Texas Conservation Action Plan, to prevent the need to list, promote recovery, and enable conservation of rare species and communities in greatest need.

Proposals following the guidelines below will be accepted through **December 3, 2012, 5:00 PM CST**. To be considered for the award, proposal must be received by the deadline *electronically* to **tcap@tpwd.state.tx.us**.

Award calls and emails will be completed the week of December 28, 2012; contract processing will begin as soon as award contact has been *confirmed*. It is our intention to have executed contracts for all funds by mid-January; however, no work funded by these grants may begin prior to executed (signed by both parties) contract (see also Compliance section in this announcement). Once awards are contracted, a list of selected projects will be posted on the TPWD Wildlife Diversity web page.

This is a rare funding opportunity – most of this funding must be spent by August 31, 2013. Some multi-year projects could be awarded, but will depend on continuing fund availability and the effectiveness of the projects awarded this round. **You should plan to submit for work up through August 31, 2013, and segment your proposal and budget for work up to and beyond that date.**

TCAP implementation activities and these conservation grants will be part of a larger effort to track our incremental conservation progress and report out to our partners and the public how we are doing.

To that end, the toolkit in *Measuring the Effectiveness of State Wildlife Grants* is **strongly recommended** to define conservation projects, target audiences and partners, identify desired step-wise intermediate results, and collect the "right" data to report conservation achievements.

More information: http://www.fishwildlife.org/files/Effectiveness-Measures-Report_2011.pdf

GUIDELINES FOR SUBMITTAL

Follow format and organization below; proposals which do not provide this information may be considered incomplete.

No more than 8 pages (if you include maps, literature cited, and vitae, these do not count toward page total).

- NO COVER PAGE
- 8 ½ x 11 page, with margins 1 inch, all sides
- Font: Arial 11 pt
- Spacing: single, with return between major headings (Summary, Proposal, Budget, and Compliance) and subheadings
- Footer (centered): Page x of y * Brief Title * Last Name of Principal Investigator

Entire emailed submittal with attachments (Microsoft Word document or searchable PDF) **may not exceed 10 MB**.

Summary: less than 2 pages

Title and Abstract

Contacts Table (name, title, affiliation, email address, and primary phone):

- *Principal Investigators (PIs)* – primary point of contact to receive questions and/or notices related to this proposal
- *Coordinating or Consulting TPWD Wildlife Division Employee* – all TPWD-funded projects must include a TPWD employee contact who will serve as your point of contact and project advisor; you *must* coordinate with them *prior to submittal* and receive their approval to function as a point of contact
- *Subcontractors* – if applicable
- *Grants Administrator* – for your organization, if applicable (this will help us expedite contracting, if awarded)
- *Partners or Collaborators* – cooperating individuals (include contributors of funding, equipment, supplies, work or other support such as coordination, steering, review, quality control-quality assurance)

Conservation Targets Table (scientific name, common name, G rank, S rank, State status, Federal status habitat)

List **target** SGCN, habitats/communities or ecological processes that are the **focus** of this project, will **benefit directly** from this project, *and for which response will be monitored.*

Regulated Species Table (scientific name, common name, state status, federal status)

State or federal listed threatened or endangered or federal candidate species which are in the project/study area, but are not a focus/target of this effort, and which may be affected by this work

Location Table:

Ecoregion(s) – http://www.tpwd.state.tx.us/publications/pwdpubs/media/pwd_mp_e0100_1070z_08.pdf

River Basin(s) – http://www.tpwd.state.tx.us/publications/pwdpubs/pwd_pl_w7000_1187a/media/12new.pdf

Watershed(s) within Basins - http://www.tpwd.state.tx.us/publications/pwdpubs/media/pwd_mp_e0100_1070k_08.pdf

Bay(s)/Estuary(ies) – http://www.tpwd.state.tx.us/publications/pwdpubs/pwd_pl_w7000_1187a/media/29.pdf

Congressional District: http://www.nationalatlas.gov/printable/images/pdf/congdist/pagecgd110_tx.pdf or cite recent source

County(ies) – *list*

Township or Municipal Region – list if applicable (only include if work is *within* this area)

Acreage(s) benefitting from or within project area(s) – if project area is within a larger acreage context (e.g., 5 acres treated within a 2,500 ac ranch), please *briefly* describe

Site name (e.g., ranch name) or street address if possible; if private land with privacy concerns, provide zip code only

Provide map and .shp file(s) of study area boundaries, sites within the area, as an attachment. Map does not count toward page total.

If you are seeking multi-year funding, proposal and budget must be broken into segments by state Fiscal Year (Sept 1 – Aug 31). Projects for a discrete FY will have a greater certainty for funding. All contracts are written with a no penalty, “as funds are available” exit clause.

Proposal

Conservation Action(s)

Choose from the **list in Attachment A** and select actions directly associated with your project. These categories are required for the USFWS TRACS reporting associated with all State Wildlife Grants. TPWD will be using these for other grant effectiveness tracking purposes as well.

Purpose and Need

Cite specific priorities identified in 2012 Texas Conservation Action Plan (Action Plan) and/or from call for proposals. Place the priority you have selected to work on in context (e.g. surveys have never been conducted and the need is imminent because ..., species is a federal candidate on the Multi District Litigation workplan for FY__ and the project is crucial in some specific way to understanding status, threat is imminent and actions will promote recovery or prevent the need to list or contribute in some measurable way – importance of your action).

Objective(s) and Conservation Benefits

Specify explicitly what is to be accomplished given the time, money, and staffing proposed. This project may be part of a larger, longer-term project; describe briefly, if that is the case. **Objectives should be specific, measurable, attainable, relevant, and time- and space-bounded;** concise; and directly related to the SGCN and/or rare communities listed in Conservation Targets table. Why is your project the “right action, right place?” What are the potential conservation benefits (e.g., threats reduced/eliminated, future conservation benefits). What will be the anticipated management and conservation implication of accomplishing the objective(s)?

Methods

Identify the responsible party(ies), tools, materials, and methods that will be employed during this project, sorted by project segment and timeline. If you are using subcontractor(s), explain how their experience will contribute to your

project. How will objective(s) be attained? If a pilot or trial phase will be conducted, explain why. Include methods for measuring success to meet your objectives.

Duration and Timeline

Timeline should identify proposed activities, milestones, deadlines, reports and deliverables chronologically and should be segmented by FY (September 1 – August 31) if multi-year proposal; include individual responsible and date to nearest month showing when activity will be completed. Timeline should accommodate annual written report and/or final performance report within 60 days following end of contract.

Budget

See next section

Attachments

None of these listed attachments (*first 4 are required*) count toward page total (SEE ALSO COMPLIANCE SECTION):

- Literature Cited
- Maps and .shp file of Study Area and Project Area
- Subcontractor supporting credentials
- List any unexpired valid permits (e.g. federal rare species survey permit, State Scientific Research Permit, ...) you *already have* which would help qualify you for this work (if permits are required)
- List publications that may result from this work
- Vitae and relevant publications list

BUDGET

In the Budget Form, type in costs per Texas fiscal year (September 1 – August 31) required to attain the Objective(s) using the proposed Approach/Methods.

- Budget should be identified in separate columns as **Reimbursable Expenditures**, **Applicant Share**, and **Partner Contributions**, if applicable.
- If proposal is approved, Applicant must submit letters of commitment from each contributing partner prior to execution of a Contract
- Applicants should provide and document any nonfederal match in this proposal. The current nonfederal match requirements range from 25-50%.
- If the proposal ranks high but insufficient matching funds are identified in the proposal, TPWD will discuss matching options with Applicant. Applicant will be given an opportunity to find qualifying match prior to disqualifying the proposal. To determine Non Federal Match options, Applicant should contact their grants and contracts office to confirm appropriate eligible expenses.
- The entire match amount must be met or the Performing Entity risks a proportionate reduction in the amount of federal funds awarded for this project.
- Performing Entity understands and agrees that by accepting money for services for this Project, it will comply with all federal laws and regulations related to grants of federal funds. As part of this agreement, Performing Entity will be required to make the necessary certifications.
- Use the following cost categories, as applicable:
 - a. **Personnel**
 - b. **Travel** Lodging, mileage, meals, per diem (as appropriate) per individual. Travel-related expenses will be reimbursed at the official rate authorized by the State of Texas. Rates can be found at <https://fmx.cpa.state.tx.us/fm/travel/travelrates.php>

- c. **Equipment** Capital expenses for equipment to be used for project. Applicant must identify Capitalized and Controlled equipment to be purchased for this project. Equipment and supplies purchased shall be used, managed and disposed of in accordance with the Texas Uniform Grant Management Standards (UGMS).
- d. **Supplies** Costs for routine items needing replenishment throughout the project. Cost of materials and supplies will be reimbursed at their actual prices. Proper documentation will be required for reimbursement.
- e. **Subcontracted services** Expenses for services under contract with third parties; list names and contact information.
- f. **Miscellaneous** Items not listed above. Itemize and include justification.
- g. **Total Direct Cost** The total of all items except administrative overhead.
- h. **Indirect Charges** Institutional administrative overhead; include rate as a percent (**cannot exceed 15% of Total Direct Cost**). Unrecovered indirect expenses based on the federally approved Indirect Rate may be used as a portion of Applicants match.
- i. **Total Costs** Sum of Request plus Match

Submit BUDGET FORM with Proposal.

COMPLIANCE

State and Federal Regulations

If selected for a SWG or HLLP award, the recipient may be asked to provide additional environmental, cultural, and social clearances, permits, or assurances pursuant to several state and federal regulations (Endangered Species Act, National Historic Preservation Act, various civil rights acts, State Scientific Research Permit, collection permit(s), etc.). Information you can provide in this proposal regarding appropriate **permits and/or clearances** already obtained **for this project** will expedite review, contracting, and your work. *This is not a selection criterion but you will be responsible for provision prior to starting any billable work.*

Landowner Permission

Monetary awards are managed through *state contracts* with grantees and/or subgrantees. Any work to be performed on private lands in Texas using these funds requires that, as a matter of state statute (TPW 12.103) and TPWD policy, grantees secure **written permission from the private landowner(s)** for the purposes of access to the land and use of data collected on that land.

Clearly indicate in your proposal whether or not your project will involve private landowner cooperation. If project includes reporting results from specifically identified private lands, written permission from applicable private landowners **will be required before the contract is approved by TPWD**. Provide as an attachment, if applicable, Form PWD 0153a Landowner Permission, **signed and dated by the landowner(s)**. Form(s) will not be counted toward the proposal page total.

QUESTIONS PRIOR TO AWARDS

TPWD Wildlife Diversity biologist with whom you want to work or who will be sponsoring your proposal will be the best person to contact regarding submittals:

Contact information for the Statewide Diversity Biologists (taxa specialists)

http://www.tpwd.state.tx.us/huntwild/wild/wildlife_diversity/texas_rare_species/about/directory.phtml

Contact information for Regional Field Diversity Biologists (ecologists) - Use the “Find a Biologist” page and look for your project area region of interest, click on a county, and select the Diversity Biologist from the table)

http://www.tpwd.state.tx.us/landwater/land/technical_guidance/biologists/

Questions about data review, delivery, confidentiality and landowner permission should be directed to the Texas Natural Diversity Database staff: http://www.tpwd.state.tx.us/huntwild/wild/wildlife_diversity/txndd/directory.phtml

ATTACHMENT A: CONSERVATION ACTION DEFINITIONS

Direct Management Stewardship of terrestrial and aquatic species, habitats and/or natural processes to maintain populations or restore ecological functions. Includes the restoration of degraded species and habitats that are at the site but not the reintroductions of species or creation of new habitat. *Examples: Rx fire, manage invasive species, remove dams or other barriers to seasonal or daily movements*

Species Restoration Reintroduction, relocation, or stocking of native animals or plants or translocation of animals to an area where they are not currently found. *Examples: translocate or introduce captive-bred Black-footed Ferrets to establish new populations in a suitable habitat; restore mussel assemblages to historically occupied stream stretches.*

Creation of New Habitat The creation or establishment of *new* habitats, including necessary natural processes, habitat structures, and biotic components, to mitigate loss of ecological functions elsewhere. *Examples: establish prairie communities where crop land currently exists; create new breeding habitat for Gopher Frog reintroduction and due to a climate adaptation strategy and recovery plan*

Acquisition/Easement/Lease Protection of land or water real property or rights through fee title acquisition, permanent easement, lease, contract, or a related means. *Examples: purchase of land in a corridor connecting a Wildlife Management Area and a National Wildlife Refuge; craft a perpetual easement restricting land conversion and development is placed on a remnant tall grass prairie; place a 20-year term contract on a privately-owned wet meadow for protection and recovery of the Bog Turtle.*

Management Planning Development of management plans for species, habitats, and natural processes. *Examples: developing/writing management, conservation, recovery plan for rare mussels, longleaf pine savanna, seasonal or daily movement corridors, white nose syndrome surveillance and response.*

Data Collection and Analysis Collecting data about species and habitats and the threats to them to fill information needs; includes compilation, management, synthesis, analysis, and reporting of spatial and nonspatial data. All projects likely have a data collection and/or analysis component for this submittal. *Examples: gather field, literature, collection or other sources’ data on the particular species to define current distribution, compare and assess survey methods, and understand habitat use and threats; Conduct surveys and genetic assessments of three North American minnow SGCNs to determine baseline population data to assist in the establishment of conservation units.*

Training & Technical Assistance *Only select this category if this is the primary action, crucial to the core success of your project. If not a core, purposeful activity in your project, it can still be part of but not tracked for effectiveness in this project.*

Training – skills development for professionals, key stakeholders, or others to facilitate needed management activities and techniques; includes certification or apprenticeship models; *is not the same as* education or outreach. In training, you provide skills and trainees will apply them to their issues – primarily capacity building. Some training might require a formal or informal “apprenticeship” period in which there is more detailed direct training and skills delivery (e.g. step-wise learning process, series of classes leading to practical testing). *Examples: training for agency staff in reptile and amphibian assessment techniques directly related to their work; provide classroom training for prescribed fire qualifications (e.g. planning, tool familiarity) to resource professionals who will take “next steps” to become site-based Fire Leaders (e.g. Burn Bosses); provide qualified prescribed fire operators with an “apprenticeship” in field skills (e.g. leading crews, ignition, fire management, safety and emergency response) leading toward Fire Leader (Burn Boss) certification or qualification.*

Technical Assistance (TA) – tangible, practical support (skills, knowledge, recommendations) delivered by experts to professionals or key stakeholders, helping them implement specific conservation actions. Special case within “training” where the trainer/expert works directly with managers, stakeholders, etc. to solve specific problems, often using skills that might be harder to teach in a group setting (e.g., engineering, prescribed fire, monitoring methods) or when delivering advice or recommendations for addressing a specific conservation action. *Examples: Conduct a practical class for professionals to learn and apply techniques to assess (field surveys, boundary document reading, conservation value rapid assessment), write successful terms and conditions, and monitor (timeframes, techniques, etc.) a conservation easement using a specific real-site example; guide and oversee one-on-one or small teams’ engineering consultation for dam removal with defined measures.*

Other Conservation Actions (these are secondary actions associated with the delivery of the primary actions)

Stakeholder Involvement – Engaging state and federal agencies, tribal entities, the NGO community, and other partners to achieve shared objectives and broader coordination across overlapping areas, measure of success = buy-in and support for the primary conservation action. Examples: establish decision making processes with state agencies, identifying parties to engage and doing so; outreach with tribal governments on specific actions; convene an advisory committee to assist with implementation of a State Wildlife Action Plan.

Incentive Delivery – Development and delivery of incentives to private landowners to influence responsible stewardship of land/water and specific species. Examples: wildlife valuation for tax breaks (not the management plan, but the actual tax difference itself); stewardship payments to landowners (doing the right thing, continue to do the right thing, avoid doing something); infrastructure & practices incentives (\$ to build a fence, infrastructure, delay hayfield); restoration incentives (\$ to restore wetland); regulatory streamlining