

Hard copies of the Small Grants instructions are no longer offered for general distribution by the Division of Bird Habitat Conservation. However, a hard copy may be obtained under special circumstances by contacting the Division Office. As of this 2005 cycle, applications for Small Grants will be taken only electronically via (preferably) electronic mail – see instructions below - or by submitting a disk copy.

North American Wetlands Conservation Act Small Grants Instructions September 2004

INFORMATION COLLECTION STATEMENT: In accordance with the Paperwork Reduction Act (44 U.S.C. 3501), please note the following. This information collection is authorized by the North American Wetlands Conservation Act of 1989, as amended (16 U.S.C. 4401 et seq.). The information collection solicited is necessary to gain a benefit in the form of a grant, as determined by the North American Wetlands Conservation Council and the Migratory Bird Conservation Commission; is necessary to determine the eligibility and relative value of wetland projects; results in an approximate paperwork burden of 80 hours per application; and does not carry a premise of confidentiality. Your response is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. This information collection has been approved by OMB and assigned clearance number is 1018-0100. The public is invited to submit comments on the accuracy of the estimated average burden hours for application preparation and to suggest ways in which the burden may be reduced. Comments may be submitted to: Information Collection Clearance Officer, Mail Stop 224 ARLSQ, U.S. Fish and Wildlife Service, Washington, D.C. 20240 and/or Desk Officer for Interior Department (1018-0100), Office of Information and Regulatory Affairs, Office of Management and Budget, New Executive Office Building, Washington, D.C. 20503.

North American Wetlands Conservation Act *Small Grants Instructions*

The purpose of the 1989 North American Wetlands Conservation Act (NAWCA), as amended, is to promote long-term conservation of North American wetland ecosystems, and the waterfowl and other migratory birds, fish and wildlife that depend upon such habitat. Principal conservation actions supported by NAWCA are acquisition, establishment, enhancement and restoration of wetlands and wetland-associated uplands.

In conjunction with the [Standard Grants](#) program, the [North American Wetlands Conservation Council](#) (Council) has created a Small Grants program. The objective is to promote long-term wetlands conservation activities through encouraging participation by new grantees and partners who otherwise may not be able to compete in the Standard Grants program. Also, the Council believes that a Small Grants program can be important in developing a pool of new partners/grantees who eventually might participate in the

Standard Grants program. From 1996, when the program began, about 238 projects have been selected for funding for a total of about \$10.1 million. For 2005, with the approval of the [Migratory Bird Conservation Commission](#), the Council is establishing a \$2.0 million Small Grants funding goal for high quality proposals.

To be considered for funding in 2005, proposals must have a grant request no greater than \$50,000. Proposals requesting more than \$50,000 are ineligible for Small Grants program funding and should be submitted to the Standard Grants program. All wetland conservation proposals that meet the requirements of the Act will be accepted. However, funding priority will be given to projects from new grant applicants (individuals or organizations who have never received a NAWCA grant) with new partners, where the project ensures long-term conservation benefits. This does not preclude former NAWCA grant recipients from receiving Small Grants funding. Ultimately, project resource value is the critical factor in deciding which projects are funded by the Council. At this time, the Small Grants program is open only to projects proposed for the U.S.; it is not open to projects in Canada or Mexico.

NOTE: Keep in mind that NAWCA and matching funds may only be used for wetlands acquisition, creation, enhancement, and/or restoration . . .

In addition, proposals must represent on-the-ground projects, and any overhead in the grant budget may be no greater than 10 percent of the grant amount. The anticipated magnitude of wetlands and wildlife resources benefits that will result from project execution are important factors to be considered in proposal evaluation, as may be reflected in whether or not the Small Grants project is part of another or broader initiative. If uplands are included, there should be a reasonable balance between wetland and wetland-associated upland acreage.

Please keep in mind that NAWCA and matching funds may only be used for wetlands acquisition, establishment, enhancement, and/or restoration; they may not be used for signage, displays or other educational materials, programs, or equipment, even though the goal of the project may ultimately be to support wetland conservation education curricula. Projects oriented toward education are not ordinarily eligible for NAWCA funding because education is not a primary purpose of the Act. However, useful project outcomes can include educational benefits resulting from conservation actions. Research also is not a primary purpose of the Act, and research proposals will not be considered for funding. Also, NAWCA grant moneys may neither be used nor matched to meet Federal mitigation requirements nor used to meet match requirement of other Federal programs. (See [Appendix A](#)).

Even though requiring less information than those submitted for the Standard Grants program, NAWCA Small Grant proposals still must be clearly explained and meet the

basic purposes given above and the 1:1 or greater non-Federal matching requirement. Small Grants projects must also be consistent with Council guidelines, objectives and policies. All non-Federal matching funds and proposed expenditures of grant funds must be consistent with Appendix A, "Eligibility Requirements for NAWCA Grant and Matching Funds."

Although one objective of Small Grants program administration is still to provide for brevity and a lessening of the applicant's paper burden when compared to the Standard Grants program, successful applicants may be asked in some instances to provide greater detail on certain features of their projects. This results from DBHC's accountability and reporting needs, and the desirability of providing for short- and long-term assessment of the success of the program consistent with the Standard Grants program.

Successful applicants with proposals including real property acquisitions usually are required to assign conservation easements covering properties acquired with Act (grant) funds and those properties used as match to the Fish and Wildlife Service, or a State resource conservation agency, or an established trust or conservancy, or otherwise provide a legal recordable document (e.g. a Notice of Grant Agreement) that provides protection in perpetuity to the partnerships' investments. In the case of small enhancement projects on private lands, this investment protection may only entail guaranteeing the life of the project for a period not to exceed 25 years. For those applicants anticipating such, it is imperative that a review of the requirements for acquisition assistance be undertaken by accessing the "Policies" document posted at the birdhabitat.fws.gov website. Acquisitions may be made substantially less complicated if the appropriate documentation is completed in a timely fashion.

All applicants are required to submit a completed Standard Form 424, Application For Federal Assistance; the form, with instructions, can be found in http://www.whitehouse.gov/omb/grants/grants_forms.html.

NOTE: Again, as you prepare to submit your proposal, please keep in mind that upon arrival in the DBHC your proposal package must be:

- **complete with regard to all of the information requested;**
- **in the format requested; and**
- **on time.**

Small Grants proposals may be submitted at any time, but must be dated no later than Friday, December 3, 2004. Send electronic mail copies to: nawca_smallgrant@fws.gov. Send electronic disk copies to the following address:

Division of Bird Habitat Conservation
U.S. Fish and Wildlife Service
4401 North Fairfax Drive
Mailstop MB 4075
Arlington, Virginia 22203
Attn: Small Grants Coordinator

Identify files by significant geographic feature and the project title and. If possible, have the file sent by the intended project officer. Electronic copies of applications must be sent as a single consolidated file, including all support letters and graphics, in MSWord (.doc). All applications are processed simultaneously and in the weeks following the deadline for applications. Unless problems occur that delay scheduling, final decisions regarding funding are made at the following March Council meeting.

NAWCA Small Grants rules require that all funding be secured when the project is submitted, even if this requires a guarantee of funding by the applicant. It is essential that grant request packages (electronic) be complete when they are received in the Division of Bird Habitat Conservation Office, including all of the documentation of partners (partner letters) with funding pledge amounts.

Information on funding in partner letters, i.e., amounts and description regarding use, needs to correspond with budget amounts in the budget tables and in any figures provided in the narrative. Funding information contained in the SF 424, generally, should be consistent with amounts contained in the application budget and Partner and Partnership narratives. The applicant should limit to five pages the text provided in support of Sections II through IV of the "Basic Application Requirements for Small Grants" and five pages for map(s), photographs(s), and budget. Additional pages would include: a short transmittal letter, the cover page and partner support letters.

The DBHC may not be able to contact proposal sources to verify and/or request supplemental data and/or other materials. Those proposals lacking required materials, information, not following the prescribed format or containing conflicting information are subject to not being considered for funding.

For more information, call 703/358.1784, facsimile 703/358.2282, or send email to: nawca_smallgrant@fws.gov.

For assistance within your Joint Venture Administrative Area, which is geographically larger than a Joint Venture Area ([See Appendix D](#)), it is strongly recommended you contact the appropriate Joint Venture Coordinator. Coordination with a Joint Venture Coordinator early in the process, and sending her/him a copy of the proposal when complete, can enhance the potential for having a successful application. Joint Venture Coordinator prioritization of Small Grant proposals is a key element of the process of recommendation for funding. Joint Venture Coordinator contact information is as follows:

NOTE: Contact the Appropriate Joint Venture Coordinator early in the process.

Joint Venture Coordinator Contact List is located at
<http://birdhabitat.fws.gov/NAWMP/jvdir.htm>

NOTE: Address the overall purpose of the immediate project, the number of wetland and wetland-associated upland habitat acres/hectares that will be affected and how they will be affected, and other information necessary to convey an understanding of what the project involves and will accomplish.

Basic Application Requirements for Small Grants

I. COVER PAGE

A. The cover page should contain the following information in the sequence specified.

- Project Title:
- Amount of NAWCA funding requested:
- Project Location (include State and County, Parish or Borough):
- Congressional District
- Grantee Organization:
- Street:
- City, State, Zip:
- Project Officer:
- Telephone Number:
- Facsimile Number:
- Electronic Mail Address (if available):
- Date Submitted:

B. To facilitate DBHC application data processing, a summary table (which does not replace other required parts of the application) is provided to help ensure accuracy and completeness of application information. Information placed in this table must be based on the proposal narrative and refer to the immediate proposal, and not to a larger-scale project of which the proposal may be a part. Numbers in the table must agree with corresponding data occurring in other parts of the application.

The table may be duplicated, completed and submitted as either of [two MS Excel spreadsheets](#), or as a [MS Word document](#). The first MS Excel version provides the advantages of aids in the form of pop-up instructions and drop-down pick lists for certain field values, and is expandable for additional partner names and project activities by inserting rows. The second MS Excel version is expandable, but brief instructions and lists of values are simply printed on the table. The MS Word version is similar to the second MS Excel version.

II. PROJECT DESCRIPTION, SCOPE OF WORK AND PARTNER INFORMATION

In 2 pages or less, provide short summaries containing the following information.

A. Project Description and Scope of Work to include:

- need for the project;
- purpose, goals, and objectives;
- work to be done and by whom;
- who owns or will own and manage project lands;
- duration of benefits, including length of any land or management
- ontracts, easements or other agreements;
- expected results and how they will be monitored; and
- a timetable for accomplishment of major project activities during the grant period (maximum 2 years).

In completing section A, address the overall purpose of the immediate project, the number of wetland and wetland-associated upland habitat acres/hectares that will be affected and how they will be affected, and any other information necessary to convey an understanding of what the project involves and will accomplish. Attach as a separate page at least one map (color preferred, but black and white is acceptable) of the area, with sufficient large-scale detail (e.g., 1 inch = 1 mile, or greater) to show clearly the scope of the project. A photograph is desirable but not necessary. If a part of a broader effort explains how this project fits into the bigger picture.

B. Partner Information, to include:

- name(s), affiliation, roles and contributions of each participating group; and
- attach, as additional pages, letters confirming the commitment of eligible matching funds from each contributing partner (See [Appendix B](#)).

NOTE: Budget categories must be line items that specifically describe project costs.

III. PROJECT BUDGET

Fill out the budget sheet completely as shown in the example ([Appendix C](#)), listing total cost by project activity (e.g., acquisition, restoration) and apportioning these costs between grant dollars, matching dollars (non-Federal funds) and non-matching dollars provided by the partners. Treat in-kind contributions as you would cash. Budget categories must be line items that specifically describe project costs, for example, "salaries," "contractor services," "equipment," or "supplies." In the "Category" column, if appropriate, provide the number of acres/hectares to be affected by the moneys expended in each activity.

IV. SMALL GRANTS EVALUATION QUESTIONS

In 2 pages or less, provide brief narrative accounts of how this proposal addresses the following elements:

A. Partnerships:

Is a new partner or partnership concept involved? Is this project proposed by a new applicant who has not previously received a NAWCA grant? If applicable, how does this project encourage additional support (e.g., new partners; funding support; local or other governmental support) for migratory bird and wetlands conservation? Also list the partners and provide a summary of their contribution (dollar amount, in-kind, cash, etc.) to the project.

B. Waterfowl:

How will the completed project benefit waterfowl including those listed below? Focus the answer on those species the project is designed to substantially benefit. Consider the typical geographic range of the species or population; do not cite benefits for species that are casual or accidental in occurrence.

PRIORITY POPULATION/SPECIES: Tule Greater White-fronted Goose, Dusky Canada Goose, Cackling Canada Goose, Southern James Bay Canada Goose, Northern Pintail, Mottled Duck, American Black Duck, Mallard, Lesser Scaup, Greater Scaup, Pacific Greater White-fronted Goose, Wrangel Island Snow Goose, Atlantic Brant, Pacific Brant, Wood Duck, Redhead, Canvasback, Ring-necked Duck, Common Eider, American Wigeon.

C. Nongame and Other Migratory Birds:

How will the completed project benefit nongame migratory birds, including those listed below? Focus on species that will benefit most from the project.

PRIORITY SPECIES: BIRD CONSERVATION REGIONS AND PRIORITY NAWCA SPECIES

BCR 1 ALEUTIAN/BERING SEA ISLANDS	BCR 2 WESTERN ALASKA	BCR 3 ARCTIC PLAINS AND MOUNTAINS
Red-faced Cormorant Black-bellied Plover Black Oystercatcher Rock Sandpiper Red-legged Kittiwake Aleutian Tern Kittlitz's Murrelet Ancient Murrelet Whiskered Auklet	Red-throated Loon Yellow-billed Loon Red-faced Cormorant Sandhill Crane Black-bellied Plover Pacific Golden-Plover American Golden-Plover Whimbrel Bristle-thighed Curlew Hudsonian Godwit Bar-tailed Godwit	Yellow-billed Loon American Golden-Plover Whimbrel Bar-tailed Godwit Dunlin Buff-breasted Sandpiper Snowy Owl Short-eared Owl Smith's Longspur

	Marbled Godwit Red Knot Rock Sandpiper Short-billed Dowitcher Arctic Tern Aleutian Tern Marbled Murrelet Kittlitz's Murrelet Ancient Murrelet Short-eared Owl Blackpoll Warbler Rusty Blackbird	
BCR 4 NORTHWESTERN INTERIOR FOREST	BCR 5 NORTHERN PACIFIC RAINFOREST	BCR 9 GREAT BASIN
American Golden-Plover Whimbrel Hudsonian Godwit Rock Sandpiper Short-billed Dowitcher Short-eared Owl Hammond's Flycatcher Blackpoll Warbler Smith's Longspur	Yellow-billed Loon Ashy Storm-Petrel Black Storm-Petrel Least Storm-Petrel Brandt's Cormorant Red-faced Cormorant Northern Harrier Sandhill Crane Black-bellied Plover Black Oystercatcher Whimbrel Long-billed Curlew Marbled Godwit Black Turnstone Surfbird Red Knot Rock Sandpiper Dunlin Short-billed Dowitcher Arctic Tern Aleutian Tern Kittlitz's Murrelet Cassin's Auklet Short-eared Owl Rufous Hummingbird Allen's Hummingbird Lewis's Woodpecker Red-breasted Sapsucker Olive-sided Flycatcher Willow Flycatcher Pacific-slope Flycatcher	American White Pelican White-faced Ibis Northern Harrier Yellow Rail Sandhill Crane Black-bellied Plover American Golden-Plover Snowy Plover American Avocet Solitary Sandpiper Whimbrel Long-billed Curlew Marbled Godwit Sanderling Wilson's Phalarope Yellow-billed Cuckoo Short-eared Owl Black Swift Black-chinned Hummingbird Calliope Hummingbird Lewis's Woodpecker Willow Flycatcher Marsh Wren MacGillivray's Warbler Tricolored Blackbird

	Northern Rough-winged Swallow Marsh Wren Black-throated Gray Warbler Bullock's Oriole Tricolored Blackbird	
BCR 10 NORTHERN ROCKIES	BCR 11 PRAIRIE POTHOLE	BCR 12 BOREAL HARDWOOD TRANSITION
Swainson's Hawk Yellow Rail Sandhill Crane American Golden-Plover Snowy Plover American Avocet Whimbrel Long-billed Curlew Marbled Godwit Sanderling Wilson's Phalarope Short-eared Owl Black Swift Vaux's Swift Calliope Hummingbird Lewis's Woodpecker Red-naped Sapsucker Hammond's Flycatcher Northern Rough-winged Swallow American Dipper MacGillivray's Warbler Bobolink	American Bittern Northern Harrier Swainson's Hawk Yellow Rail Sandhill Crane American Golden-Plover Piping Plover Solitary Sandpiper Willet Long-billed Curlew Hudsonian Godwit Marbled Godwit Sanderling White-rumped Sandpiper Buff-breasted Sandpiper Wilson's Phalarope Black-billed Cuckoo Short-eared Owl Grasshopper Sparrow Henslow's Sparrow Le Conte's Sparrow Nelson's Sharp-tailed Sparrow	American Bittern Northern Harrier Yellow Rail King Rail Whimbrel Marbled Godwit Stilt Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher Wilson's Phalarope American Woodcock Common Tern Black Tern Yellow-bellied Flycatcher Sedge Wren Marsh Wren Golden-winged Warbler Prothonotary Warbler Connecticut Warbler Canada Warbler Henslow's Sparrow Le Conte's Sparrow
BCR 13 LOWER GREAT LAKES/ST. LAWRENCE PLAIN	BCR 14 ATLANTIC NORTHERN FORESTS	BCR 15 SIERRA NEVADA
American Bittern Least Bittern Northern Harrier Virginia Rail Lesser Yellowlegs Whimbrel Hudsonian Godwit Marbled Godwit Semipalmated Sandpiper Pectoral Sandpiper	Yellow Rail Whimbrel Willet Hudsonian Godwit Red Knot Purple Sandpiper American Woodcock Common Tern Razorbill Olive-sided Flycatcher	Long-billed Curlew Black Swift Calliope Hummingbird Rufous Hummingbird Lewis's Woodpecker Olive-sided Flycatcher Western Wood-Pewee Warbling Vireo Yellow-billed Magpie Marsh Wren

<p>Buff-breasted Sandpiper Common Snipe American Woodcock Common Tern Black Tern Red-headed Woodpecker Sedge Wren Golden-winged Warbler Cerulean Warbler Prothonotary Warbler Louisiana Waterthrush Canada Warbler Henslow's Sparrow Bobolink</p>	<p>Sedge Wren Canada Warbler Nelson's Sharp-tailed Sparrow</p>	<p>American Dipper Nashville Warbler MacGillivray's Warbler Black-headed Grosbeak Tricolored Blackbird</p>
<p>BCR 16 SOUTHERN ROCKIES/COLORADO PLATEAU</p>	<p>BCR 17 BADLANDS AND PRAIRIES</p>	<p>BCR 18 SHORTGRASS PRAIRIE</p>
<p>American White Pelican White-faced Ibis Northern Harrier Swainson's Hawk Snowy Plover Solitary Sandpiper Marbled Godwit Wilson's Phalarope Black Tern Yellow-billed Cuckoo Short-eared Owl Black Swift Calliope Hummingbird Lewis's Woodpecker Red-naped Sapsucker Western Wood-Pewee Willow Flycatcher Bell's Vireo Marsh Wren American Dipper Veery Wilson's Warbler Lazuli Bunting Yellow-headed Blackbird</p>	<p>American Golden-Plover Long-billed Curlew Marbled Godwit Sanderling Wilson's Phalarope Black-billed Cuckoo Short-eared Owl Calliope Hummingbird Lewis's Woodpecker Red-naped Sapsucker Grasshopper Sparrow Le Conte's Sparrow Lazuli Bunting</p>	<p>Western Grebe American White Pelican Northern Harrier Mississippi Kite Sandhill Crane American Golden-Plover Snowy Plover American Avocet Solitary Sandpiper Long-billed Curlew White-rumped Sandpiper Buff-breasted Sandpiper Forster's Tern Lewis's Woodpecker Red-headed Woodpecker Bell's Vireo Marsh Wren Painted Bunting Yellow-headed Blackbird</p>
<p>BCR 19 CENTRAL MIXED GRASS PRAIRIE</p>	<p>BCR 20 EDWARDS PLATEAU</p>	<p>BCR 21 OAKS AND PRAIRIES</p>
<p>American White Pelican American Bittern</p>	<p>Northern Harrier Buff-breasted Sandpiper</p>	<p>Little Blue Heron White Ibis</p>

<p>Little Blue Heron Mississippi Kite Northern Harrier Black Rail Sandhill Crane American Golden-Plover Snowy Plover American Avocet Solitary Sandpiper Long-billed Curlew Hudsonian Godwit Stilt Sandpiper White-rumped Sandpiper Buff-breasted Sandpiper Wilson's Phalarope American Woodcock Forster's Tern Short-eared Owl Bell's Vireo Marsh Wren LeConte's Sparrow Painted Bunting</p>	<p>American Woodcock Yellow-billed Cuckoo Vermillion Flycatcher Bell's Vireo Yellow-throated Vireo Sedge Wren Prothonotary Warbler Kentucky Warbler LeConte's Sparrow Painted Bunting Orchard Oriole</p>	<p>Northern Harrier American Golden-Plover American Avocet Long-billed Curlew Hudsonian Godwit Stilt Sandpiper White-rumped Sandpiper Buff-breasted Sandpiper American Woodcock Red-headed Woodpecker Bell's Vireo Sedge Wren Prothonotary Warbler Swainson's Warbler Kentucky Warbler Henslow's Sparrow LeConte's Sparrow Painted Bunting Rusty Blackbird</p>
<p>BCR 22 EASTERN TALLGRASS PRAIRIE</p>	<p>BCR 23 PRAIRIE HARDWOOD TRANSITION</p>	<p>BCR 24 CENTRAL HARDWOODS</p>
<p>American Bittern Mississippi Kite Northern Harrier Black Rail King Rail Common Moorhen Sandhill Crane Greater Yellowlegs Hudsonian Godwit Marbled Godwit Stilt Sandpiper White-rumped Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher American Woodcock Wilson's Phalarope Common Tern Forster's Tern Black-billed Cuckoo Acadian Flycatcher</p>	<p>American Bittern Northern Harrier Black Rail King Rail Common Moorhen Greater Yellowlegs Hudsonian Godwit Marbled Godwit Stilt Sandpiper White-rumped Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher American Woodcock Wilson's Phalarope Black Tern Common Tern Forster's Tern Black-billed Cuckoo Short-eared Owl Acadian Flycatcher</p>	<p>King Rail Stilt Sandpiper Buff-breasted Sandpiper American Woodcock Short-eared Owl Red-headed Woodpecker Acadian Flycatcher Bell's Vireo Sedge Wren Cerulean Warbler Prothonotary Warbler Swainson's Warbler Louisiana Waterthrush LeConte's Sparrow Rusty Blackbird</p>

Willow Flycatcher Sedge Wren Marsh Wren Cerulean Warbler Prothonotary Warbler Louisiana Waterthrush Grasshopper Sparrow Henslow's Sparrow LeConte's Sparrow Rusty Blackbird	Willow Flycatcher Sedge Wren Marsh Wren Golden-winged Warbler Prothonotary Warbler Cerulean Warbler Henslow's Sparrow	
BCR 25 WEST GULF COASTAL PLAIN/ OUACHITAS	BCR 26 MISSISSIPPI ALLUVIAL VALLEY	BCR 27 SOUTHEASTERN COASTAL PLAIN
Little Blue Heron White Ibis Swallow-tailed Kite Northern Harrier American Golden-Plover Hudsonian Godwit Stilt Sandpiper Buff-breasted Sandpiper American Woodcock Short-eared Owl Red-headed Woodpecker Acadian Flycatcher Bell's Vireo Cerulean Warbler Prothonotary Warbler Swainson's Warbler Louisiana Waterthrush Henslow's Sparrow LeConte's Sparrow Orchard Oriole	American White Pelican Little Blue Heron Swallow-tailed Kite Mississippi Kite Yellow Rail Hudsonian Godwit Marbled Godwit Piping Plover Stilt Sandpiper Buff-breasted Sandpiper American Woodcock Short-eared Owl Red-headed Woodpecker Bell's Vireo Sedge Wren Wood Thrush Northern Parula Cerulean Warbler Prothonotary Warbler Swainson's Warbler Henslow's Sparrow LeConte's Sparrow Rusty Blackbird Orchard Oriole	Little Blue Heron Reddish Egret Swallow-tailed Kite Yellow Rail Black Rail Limpkin Sandhill Crane Snowy Plover Wilson's Plover Piping Plover American Oystercatcher Whimbrel Marbled Godwit Red Knot Semipalmated Sandpiper Stilt Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher American Woodcock Gull-billed Tern Royal Tern Common Tern Black Tern Black Skimmer Wood Thrush Northern Parula Black-throated Green Warbler Prairie Warbler Cerulean Warbler Prothonotary Warbler Swainson's Warbler

		Henslow's Sparrow LeConte's Sparrow Saltmarsh Sharp-tailed Sparrow Nelson' Sharp-tailed Sparrow Seaside Sparrow
BCR 28 APPALACHIAN MOUNTAINS	BCR 29 PIEDMONT	BCR 30 NEW ENGLAND/MID-ATLANTIC COAST
Buff-breasted Sandpiper American Woodcock Short-eared Owl Acadian Flycatcher Sedge Wren Cerulean Warbler Prothonotary Warbler Swainson's Warbler Louisiana Waterthrush	Black Rail American Woodcock Red-headed Woodpecker Acadian Flycatcher Sedge Wren Cerulean Warbler Prothonotary Warbler Swainson's Warbler Henslow's Sparrow Rusty Blackbird	Black Rail Wilson's Plover American Oystercatcher Whimbrel Hudsonian Godwit Marbled Godwit Red Knot Purple Sandpiper Buff-breasted Sandpiper American Woodcock Common Tern Least Tern Black Skimmer Razorbill Short-eared Owl Sedge Wren Marsh Wren Cerulean Warbler Henslow's Sparrow Saltmarsh Sharp-tailed Sparrow Seaside Sparrow
BCR 31 PENINSULAR FLORIDA	BCR 32 COASTAL CALIFORNIA	BCR 33 SONORAN AND MOJAVE DESERTS
American Bittern Little Blue Heron Reddish Egret White Ibis Swallow-tailed Kite Yellow Rail Black Rail Limpkin Sandhill Crane Snowy Plover Wilson's Plover	Northern Harrier Cooper's Hawk Black Rail Sandhill Crane Black-bellied Plover Black Oystercatcher American Avocet Willet Whimbrel Long-billed Curlew Marbled Godwit	Northern Harrier Common Black-Hawk Black Rail Snowy Plover Black-necked Stilt American Avocet Long-billed Curlew Marbled Godwit Wilson's Phalarope Black Skimmer Yellow-billed Cuckoo

Piping Plover American Oystercatcher Whimbrel Marbled Godwit Red Knot Semipalmated Sandpiper Stilt Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher American Woodcock Gull-billed Tern Common Tern Least Tern Black Skimmer White-crowned Pigeon Mangrove Cuckoo Black-whiskered Vireo Prairie Warbler Henslow's Sparrow Saltmarsh Sharp-tailed Sparrow Nelson's Sharp-tailed Sparrow Seaside Sparrow	Black Turnstone Red Knot Short-billed Dowitcher Gull-billed Tern Elegant Tern Black Skimmer Cassin's Auklet Short-eared Owl Black Swift Black-chinned Hummingbird Allen's Hummingbird Lewis's Woodpecker Olive-sided Flycatcher Western Wood-Pewee Yellow-billed Magpie Violet-green Swallow Marsh Wren Warbling Vireo Black-headed Grosbeak Lazuli Bunting Tricolored Blackbird Bullock's Oriole Hooded Oriole	Short-eared Owl Elf Owl Gila Woodpecker Northern Beardless-Tyrannulet Bell's Vireo Yellow Warbler Lucy's Warbler Abert's Towhee Hooded Oriole Yellow-headed Blackbird Tricolored Blackbird
BCR 34 SIERRA MADRE OCCIDENTAL	BCR 35 CHIHUAHUAN DESERT	BCR 36 TAMAULIPAN BRUSHLANDS
Northern Harrier Cooper's Hawk Gray Hawk Common Black-Hawk Sandhill Crane Yellow-billed Cuckoo Western Screech-Owl Elf Owl Short-eared Owl Broad-billed Hummingbird Blue-throated Hummingbird Black-chinned Hummingbird Elegant Trogon Northern Beardless-Tyrannulet Cordilleran Flycatcher Sulphur-bellied Flycatcher Thick-billed Kingbird Bell's Vireo	Northern Harrier Common Black-Hawk Zone-tailed Hawk Sandhill Crane Snowy Plover Long-billed Curlew Wilson's Phalarope Yellow-billed Cuckoo Elf Owl Black-chinned Hummingbird Red-naped Sapsucker Bell's Vireo Marsh Wren Lucy's Warbler Yellow Warbler Abert's Towhee Varied Bunting Painted Bunting Yellow-headed Blackbird	Northern Harrier Black Rail Sandhill Crane Snowy Plover American Avocet Long-billed Curlew Stilt Sandpiper Buff-breasted Sandpiper American Woodcock Gull-billed Tern Elf Owl Northern Beardless-Tyrannulet Rose-throated Becard Bell's Vireo Painted Bunting Altamira Oriole LeConte's Sparrow

Purple Martin Lucy's Warbler Yellow Warbler Red-faced Warbler Painted Redstart Abert's Towhee Black-headed Grosbeak Varied Bunting Hooded Oriole	Hooded Oriole	
BCR 37 GULF COAST PRAIRIE	BCR 67 HAWAII	PUERTO RICO AND VIRGIN ISLANDS
American Bittern Tricolored Heron Reddish Egret White Ibis Swallow-tailed Kite Northern Harrier Yellow Rail Black Rail Sandhill Crane American Golden-Plover Snowy Plover Wilson's Plover Piping Plover American Oystercatcher Whimbrel Long-billed Curlew Hudsonian Godwit Marbled Godwit Red Knot Stilt Sandpiper White-rumped Sandpiper Buff-breasted Sandpiper Short-billed Dowitcher American Woodcock Gull-billed Tern Least Tern Black Tern Black Skimmer Red-headed Woodpecker Acadian Flycatcher Sedge Wren Tropical Parula Prothonotary Warbler Swainson's Warbler Henslow's Sparrow LeConte's Sparrow Seaside Sharp-tailed Sparrow Nelson's Sharp-tailed Sparrow Seaside Sparrow	Band-rumped Storm-Petrel Brown Booby Christmas Shearwater Newell's Shearwater Dark-rumped Petrel Tristram's Storm-petrel White-tailed Tropicbird Great Frigatebird Masked Booby Red-footed Booby Pacific Golden-Plover Bristle-thighed Curlew Wandering Tattler	West Indian Whistling-Duck White-cheeked Pintail Masked Duck Ruddy Duck Black Rail Yellow-breasted Crake Caribbean Coot Limpkin Snowy Plover Wilson's Plover American Oystercatcher Semipalmated Sandpiper Stilt Sandpiper Least Tern White-crowned Pigeon Short-eared Owl Black Swift Lesser Antillean Pewee Bicknell's Thrush Yellow Warbler (resident cruciana ssp. only) Northern Waterthrush Louisiana Waterthrush

D. Wetland Types:

What wetland type(s) in this project will benefit from the completed work? Refer to the

list below. Provide the total project acres/hectares and the percent of the project made up of each wetland or associated upland type. Keep the explanation clear and numbers consistent; acre/hectare figures must "add-up" with the total being brought to the project.

E	Estuarine	PUB	Palustrine Unconsolidated Bottom
E1	Estuarine Subtidal	PUS	Palustrine Unconsolidated Shore
E1AB	Estuarine Subtidal Aquatic Bed	R	Riverine
E1OW	Estuarine Subtidal Open Water	R1	Riverine Tidal
E1RB	Estuarine Subtidal Rock Bottom	R1AB	Riverine Tidal Aquatic Bed
E1RF	Estuarine Subtidal Reef	R1EM	Riverine Tidal Emergent
E1UB	Estuarine Subtidal Unconsolidated Bottom	R1OW	Riverine Tidal Open Water
E2	Estuarine Intertidal	R1RB	Riverine Tidal Rock Bottom
E2AB	Estuarine Intertidal Aquatic Bed	R1RS	Riverine Tidal Rocky Shore
E2EM	Estuarine Intertidal Emergent	R1SB	Riverine Tidal Streambed
E2FO	Estuarine Intertidal Forested	R1UB	Riverine Tidal Unconsolidated Bottom
E2RF	Estuarine Intertidal Reef	R1US	Riverine Tidal Unconsolidated Shore
E2RS	Estuarine Intertidal Rocky Shore	R2	Riverine Lower Perennial
E2SB	Estuarine Intertidal Streambed	R2AB	Riverine Lower Perennial Aquatic Bed
E2SS	Estuarine Intertidal Scrub-Shrub	R2EM	Riverine Lower Perennial Emergent
E2US	Estuarine Intertidal Unconsolidated Shore	R2OW	Riverine Lower Perennial Open Water
L	Lacustrine	R2RB	Riverine Lower Perennial Rock Bottom
L1	Lacustrine Limnetic	R2RS	Riverine Lower Perennial Rocky Shore
L1AB	Lacustrine Limnetic Aquatic Bed	R2UB	Riverine Lower Perennial Unconsolidated Bottom
L1OW	Lacustrine Limnetic Open Water	R2US	Riverine Lower Perennial Unconsolidated Shore
L1RB	Lacustrine Limnetic Rock Bottom	R3	Riverine Upper Perennial
L1UB	Lacustrine Limnetic Unconsolidated Bottom	R3AB	Riverine Upper Perennial Aquatic Bed
L2	Lacustrine Littoral	R3OW	Riverine Upper Perennial Open Water
L2AB	Lacustrine Littoral Aquatic Bed	R3RB	Riverine Upper Perennial Rock Bottom
L2EM	Lacustrine Littoral Emergent	R3RS	Riverine Upper Perennial Rocky Shore
L2OW	Lacustrine Littoral Open Water	R3UB	Riverine Upper Perennial Unconsolidated Bottom
L2RB	Lacustrine Littoral Rock Bottom	R3US	Riverine Upper Perennial Unconsolidated Shore
L2RS	Lacustrine Littoral Rocky Shore	R4	Riverine Intermittent
L2UB	Lacustrine Littoral Unconsolidated Bottom	R4AB	Riverine Intermittent Aquatic Bed
L2US	Lacustrine Littoral Unconsolidated Shore	R4OW	Riverine Intermittent Open Water
M	Marine	R4RB	Riverine Intermittent Rock Bottom
M1	Marine Subtidal	R4RS	Riverine Intermittent Rocky Shore
M1AB	Marine Subtidal Aquatic Bed	R4SB	Riverine Intermittent Streambed
M1OW	Marine Subtidal Open Water	R4UB	Riverine Intermittent Unconsolidated Bottom
M1RB	Marine Subtidal Rock Bottom	R4US	Riverine Intermittent Unconsolidated Shore
M1RF	Marine Subtidal Reef	R5	Riverine Unknown Perennial
M1UB	Marine Subtidal Unconsolidated Bottom	R5AB	Riverine Unknown Aquatic Bed
M2	Marine Intertidal	R5OW	Riverine Unknown Open Water
M2AB	Marine Intertidal Aquatic Bed	R5RB	Riverine Unknown Rock Bottom
M2RF	Marine Intertidal Reef	R5RS	Riverine Unknown Rocky Shore
M2RS	Marine Intertidal Rocky Shore	R5UB	Riverine Unknown Unconsolidated Bottom
M2US	Marine Intertidal Unconsolidated Shore	R5US	Riverine Unknown Unconsolidated Shore

PAB	Palustrine Aquatic Bed	Rp	Riparian
PEM	Palustrine Emergent	Rp1EM	Riparian Lotic Emergent
PFO	Palustrine Forested	Rp1FO6	Riparian Lotic Forested
PML	Palustrine Moss-Lichen	Rp1SS6	Riparian Lotic Scrub-Shrub
POW	Palustrine Open Water	Rp2EM	Riparian Lentic Emergent
PRB	Palustrine Rock Bottom	Rp2FO6	Riparian Lentic Forested
PSS	Palustrine Scrub-Shrub	Rp2SS6	Riparian Lentic Scrub-Shrub

E. Endangered Species:

Will the project benefit any endangered birds or other wildlife? Provide relevant information, i.e., only if the completed project contributes directly to a Federally listed threatened/endangered species recovery plan or provides critical habitat for Federal or State threatened or endangered species. Indirect, minor, or unknown benefits related to species which may use the project area need not be explained.

F. Special Considerations:

Are there any special considerations, outside of A-E above, which you feel should be factored into project evaluation, e.g., threats, historical record, opportunities, trends or outstanding resource values or benefits not represented elsewhere?

Appendix A

Eligibility Requirements for NAWCA Grant and Matching Funds

Matching contributions **may take the form of** cash, goods, services, or land value and must:

1. at least equal the grant request;
2. be permanent, non-reimbursable, and dedicated to a project; and
3. be documented by a partner letter.

Funds from the following sources must be documented and may be used to match NAWCA grants:

1. those spent or contributed to meet proposal objectives · no earlier than 2 years prior to the date the proposal is submitted and/or· during the 2-year grant agreement period;
2. those without a Federal origin (money from the National Fish and Wildlife Foundation and the U.S. Fish and Wildlife Service's Federal Aid program are of Federal origin);
3. those that have not been successfully used to match other Federal grants, including grants from the National Fish and Wildlife Foundation and U.S. Fish and Wildlife Service; and
4. those from The Indian Self-Determination and Educational Assistance Act.

Costs incurred prior to grant execution which may be eligible as match include:

1. appraisal fees, acquisition negotiations, land acquisition legal costs;
2. boundary surveys;
3. engineering and project design;
4. required State and Federal compliance activities;
5. travel and transportation;
6. consulting fees; and
7. special studies.

Grant and matching funds may be used to pay for or have as their source project expenses directly associated with land acquisition (fee-title, conservation easement, lease or donation), long-term wetland restoration, enhancement, or wetlands creation. Expenses must be:

1. necessary and reasonable for the proper administration of the project;
2. documented and verifiable from the grantee's and sub-grantees' records;
3. representative of fair market value;
4. a special expense caused by the project;
5. the result of work done on-site(s)
 - o within the same wetlands system (e.g., watershed or river basin), and/or
 - o managed to meet the same wetland objectives, and/or
 - o that are close to each other; and
6. salary and labor of employees hired to manage the project after the grant agreement is developed.

Grant and matching funds may be used to pay for or have as their source the following project expenses:

1. equipment expenses that are prorated;
2. material and supply costs;
3. annual payments for conservation agreements of at least 10 years or for the maximum duration allowed by State law;
4. previous monitoring and/or evaluation of wetlands conservation activities if the results are critical to the design of a submitted proposal; and
5. initial management costs.

Grant and matching funds may not be used for or have their source from:

1. routine expenses of the contributor;
2. project management salary costs prior to grant execution;
3. project planning and proposal development, including investigations to document the project's resource value;
4. conservation education materials or salaries;
5. fundraising;
6. law enforcement;
7. research;
8. boat ramps, parking lots, roads, and other public access work;

9. observation towers and blinds;
10. routine operations and maintenance salaries and costs;
11. building construction, repairs, and value of donated property;
12. equipment acquisition in lieu of a more cost-effective means; or
13. acquisition of vehicles.

In addition, grant funds may not be matched for:

1. actions that put credits into wetlands mitigation banks;
2. Federal mitigation compliance under the Fish and Wildlife Coordination Act or the Water Resources Development Act, including mitigation required by the U.S. Army Corps of Engineers under Section 404 of the Clean Water Act or Section 10 of the Rivers and Harbors Act;
3. work completed prior to submission of the proposal. Projects completed are not eligible for retroactive funding; or
4. interest payments.

For other eligibility questions, contact the Small Grants Coordinator.

Appendix B
Sample Partner Letter

November 1, 2004,

Dear Council Coordinator: (Letter may be addressed to grant applicant.)

We are committed to providing \$100,000 (amounts of \$75,000; \$20,000; and \$5,000 explained below) to match the grant request for the proposal titled "Duck Creek Restoration, Arizona." Contributions are eligible according to factors given in the Small Grants Instructions. Following are details pertaining to our contribution.

The Sherman tract, consisting of ca. 30 ha, was acquired in fee-title on July 4, 2004 for the fair market price of \$75,000. This is the main source of water for the Duck Creek Restoration project. The source of funds was a dedicated land acquisition account. The property was donated to the Arizona Game and Fish Department on July 20, 2004.

It is our plan to raise \$20,000 to aid in the restoration of the Sherman tract. If funds are not raised, we will use existing funds from another account under our control.

Five-thousand dollars (\$5,000) was spent on the restoration and enhancement of two wetlands during April and July, 2004. (See Tracts B and C on enclosed map.) Fencing the dike and upland areas was necessary to keep cattle out, and seeding the dike and spoils areas was done to encourage natural vegetation for cover for duck production. The

restored wetlands in our match are in the same watershed and adjacent to other tracts in the Duck Creek proposal. The value was determined as follows:

33 hours labor @ \$15/hr = \$495
5 hours tractor @ \$30/hr = \$150
5 rolls of fence @ \$36/roll = \$180
35 posts @ \$5/post = \$175
\$1,000 per site x 5 sites = \$5,000

The Harmony Watershed Project Plan, which the partnership is committed to implementing, includes all of the tracts in our match. These tracts, plus others in the proposal, will be managed to meet the same wetlands conservation objective of increasing quantity and quality of waterfowl habitat.

Sincerely,

Chairman of the Board
Friends of Harmony Watershed
Enclosures

Appendix C

Sample Project Budget (Expand, for more than 2 partners.)

Category	NAWCA Grant Funds	Name of Partner #1	Name of Partner #2	Expense per Category
RESTORATION: Supplies	\$400		\$600	\$1,000
ACQUISITION: Appraisals	\$5,000			\$5,000
ACQUISITION: 40 Hectares	\$20,000	\$15,000	\$10,000	\$45,000
TOTALS	\$25,400	\$15,000	\$10,600	\$51,000

Appendix D

NAWCA Administrative Units

The map is currently being updated. Please check again later.

Appendix E

Standard Form 424: Application for Federal Assistance OMB Approval No. 0348-0043

You may print out the forms and complete "by hand" or access and complete the forms via the Internet at http://www.whitehouse.gov/omb/grants/grants_forms.html. Instructions for completing the SF 424 to accompany a NAWCA proposal follow and supersede those on the back of the SF 424.

CELL NUMBER & TITLE	INSTRUCTIONS
1 - Type of Submission	Check "Application Construction", "Application Non-Construction" or both boxes.
2 - Date Submitted	Enter date proposal submitted to Council Coordinator.
3 - Date Received by State, 4 - Date Received by Federal Agency	Leave blank.
5 - Applicant Information, 6 - Employer Identification, 7 - Type of Applicant	See instructions on back of SF 424.
8 - Type of Application	Enter only "New".
9 - Name of Federal Agency	Enter "U.S. Fish & Wildlife Service"
10 - Catalog of Federal Domestic Assistance Number & Title	Enter "623" & "No. American Wetlands Conservation Act Fund"
11 - Descriptive Title of Applicant's Project:	Enter title used in Part 1 of the proposal.
12 - Areas Affected by Project	Enter only information for "Counties & States".
13 - Proposed Project Start Date/End Date	Leave blank.
14 - Congressional Districts of Applicant/Project	Enter only information for "b. Project".
15 - Estimated Funding	Leave "f" blank. Show all \$\$ in the proposal. Include Federal agency and NAWCA grant dollars in "a".
16 - Is Application Subject to Review by State EO 12372 Process?	Only applicable to states.
17 - Is Applicant Delinquent on any Federal Debt?	See instructions on back of SF 424.
18 - a. - e.	Enter information for proposal Project Officer.

September, 2004
 U.S. Fish & Wildlife Service
 Division of Bird Habitat Conservation
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 Arlington, Virginia 22203
<http://birdhabitat.fws.gov>
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