



**CONTRA COSTA COUNTY
FISH AND WILDLIFE COMMITTEE**
c/o Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Telephone: 925-674-7203 Fax: 925-674-7250

TO: Internal Operations Committee
 Supervisor Candace Andersen, Chair
 Supervisor Diane Burgis, Vice Chair

FROM: From: Daniel Pellegrini, Chair
 Fish and Wildlife Committee
 By: Maureen Parkes, Planning Technician III *Maureen Parkes*
 Staff to Fish and Wildlife Committee

DATE: April 3, 2017

SUBJECT: **Grant Funding Recommendations from the Contra Costa County Fish and
Wildlife Committee**

The Contra Costa County Fish and Wildlife Committee (FWC) requests Internal Operations Committee (IO) consideration of recommended grants from the Fish and Wildlife Propagation Fund (Fund). The FWC reviewed 19 grant applications and recommends 16 of these for full or partial funding. The FWC is requesting that the IO Committee consider these recommendations and make their own recommendation for consideration by the full Board of Supervisors (Board). This memo provides background on the grant program, explains the review process performed by the FWC and documents the FWC's recommendations on grant funding.

I. Background

Fish and Wildlife Propagation Fund

The Fish and Wildlife Propagation Fund was established in accordance with the California Fish and Game Code (Code) 13100 as a repository for fines collected for certain violations of the Code and other regulations related to fish and game. The most common fines are small (\$25-\$150) and are processed through the four Superior Courts in Contra Costa County. The fines typically stem from hunting or fishing violations (e.g. not possessing a valid license), illegal take and illegal dumping. Occasionally there are larger fines that result from larger violations, including failure to obtain appropriate permits for activities such as streambed alteration. A portion of the various fines are deposited into the Fish and Wildlife Propagation Fund. As of January 13, 2017, the Fund had an available balance of \$272,962.20.

FWC Grant Program

The Board has charged the FWC with coordinating a process by which fine money could be appropriately “expended for the protection, conservation, propagation, and preservation of fish and wildlife” [Fish and Game Code 13100]. Since 1996, the FWC has implemented a structured process for reviewing funding requests. The FWC developed a grant application packet (attached), which includes a cover letter to explain the grant process and funding priorities, an application to solicit relevant information about the project, and a copy of the expenditure criteria established by California law for the Fish and Wildlife Propagation Fund.

In November 2016, the application packet was sent to the Fish and Wildlife Committee mailing list, Contra Costa Watershed Forum mailing list, Contra Costa County Office of Education, Contra Costa College, Diablo Valley College and Los Medanos College for distribution to interested teachers and programs that could benefit from the grant program. A press release was distributed to local and regional media outlets regarding the availability of the grant application packet and CCTV publicized it on the CountyNet Bulletin Board which reaches 400,000+ homes in the County. It was posted on the California Regional Environmental Education Community (CREEC) website; and also made available on the Committee’s website and to anyone who requested a copy.

FWC Grant Review Process in 2017

A total of 19 applications requesting a total of \$145,557.92 were received by the application deadline.

The Fish and Wildlife Committee members considered the funding of the applications at their January and February meetings. Some applicants attended FWC meetings to make themselves available to answer questions regarding their applications.

II. Recommendation of Funding on Grants for 2017

At the February 15, 2017 meeting, the FWC recommended funding for 16 proposed projects. Projects recommended for funding total \$102,184.92 and are geographically located across the County. More details are provided on the attached grant recommendations chart, which provides information on all of the applications. The specific FWC recommendations and the vote of the FWC on these recommendations are listed on Page 3. Members in attendance and voting on these items were: Judy Bendix (District I), Susan Heckly (District II), Clark Dawson (District III), Brett Morris (District IV), Daniel Pellegrini (District V), Rhonda Gehlke (At-large), Heather Rosmarin (At-large) and Jeff Skinner (At-large).

All recommendations are for full funding of the project as proposed unless noted otherwise.
FWC Recommendations:

- 1) Appropriate \$980.00 to Friends of Alhambra Creek to add additional native plants and garden enhancements for their existing and future gardens and the printing cost of the Alhambra Native Plant Trail brochure. [8 ayes/0 noes]
- 2) Purchase seven Swarovski spotting scopes for the California Department of Fish and Wildlife for the estimated cost of \$21,019.53. The spotting scopes will be used by the Department's Enforcement Branch throughout Contra Costa County to aid in the surveillance of violators, locating evidence, and observing behaviors and actions that may result in violations. [8 ayes/0 noes]
- 3) Appropriate \$1,000.00 to Worth a Dam to fund a wildlife educational activity at the 10th Annual Beaver Festival in Martinez. Children will earn badges while learning the importance of beavers in the ecosystem. [8 ayes/0 noes]
- 4) Appropriate \$1,320.00 to Berkeley Partners for Parks (the fiscal sponsor of Greens-at-Work) to expand and maintain an existing habitat restoration project (including weed removal, native plant re-vegetation, public outreach, and trash pickup) along 2,000 feet of the Bay Trail at Point Isabel marsh in Contra Costa County. [8 ayes/0 noes]
- 5) Appropriate \$5,079.00 to KIDS for the BAY to deliver the Watershed Action Program to five classes in low-income Richmond elementary schools. The Program will teach students about the scientific principles of fish and wildlife conservation, as well as help to improve the health of the fish and wildlife habitats in Contra Costa County through Environmental Action Projects. [8 ayes/0 noes]
- 6) Appropriate \$3,803.50 to Golden Gate Audubon Society for partial funding to support the materials associated with their Eco-Richmond/Bird-Friendly Schools Program, a year-long program that serves 3rd - 5th grade children and their families in four Title I (federally-assisted) schools within the communities adjacent to the North Richmond Shoreline. Each class will receive a progression of at least three in-class/schoolyard lessons and field trips to North Richmond Shoreline and Wildcat Creek Canyon. [8 ayes/0 noes]
- 7) Appropriate \$20,478.00 to The Watershed Project, working with SPAWNERS, to expand their water quality monitoring program in four additional Contra Costa County watersheds: Wildcat Creek, Walnut Creek, Grayson Creek and Marsh Creek Watersheds. The funds will go toward annual stipends for trained monitoring interns as well as purchasing monitoring equipment and supplies. Results will be shared with the community through outreach events, newsletters, and websites, including behavioral changes people can make to improve the creeks' water quality. [8 ayes/0 noes]
- 8) Appropriate \$6884.50 to Lindsay Wildlife Museum (dba Lindsay Wildlife Experience) for the purchase and installation of two commercial grade stack-unit dryers. [8 ayes/0 noes]
- 9) Appropriate \$10,000.00 to Regional Parks Foundation for the purchase of a horse that will help to expand East Bay Regional Park District's horse mounted patrol which focuses on outreach, education and resource protection. [8 ayes/0 noes]
- 10) Appropriate \$953.64 to Pleasant Hill Instructional Garden to provide water quality monitoring, journaling and observation for initial assessment of Grayson Creek, involving Mt. Diablo Unified School District Horizons Independent High School students and home schooled students with their families in accordance with Watershed Forum guidelines and protocols. [8 ayes/0 noes]

- 11) Appropriate \$10,000.00 to Save Mount Diablo to improve habitat for wildlife, including threatened species, along a sensitive riparian corridor of Curry Creek by removing debris and re-establishing native plantings, which will provide food and shelter for both migrating and resident populations. [8 ayes/0 noes]
- 12) Allocate \$800.00 to Mt. View Sanitary District and The River Otter Ecology Project to study the ecological niche of river otters in MVSD's wetlands throughout Moorhen Marsh, McNabney Marsh, and Peyton Slough. Partial funding is recommended and may only be used for the purchase of the sampling equipment. Staff costs and not benefiting Contra Cost County students were the factors for not recommending the funding of the remainder of the grant request. Since The River Otter Ecology Project involves multiple counties, the FWC recommends a condition that requires that the equipment only be used and stored in Contra Costa County. [8 ayes/0 noes]
- 13) Allocate \$3,936.00 to Earth Team for their research, education and habitat improvement on Marsh Creek project. Partial funding is recommended and may only be used for direct costs for project supplies, materials and services, and travel as outlined in Earth Team's grant request application. [8 ayes/0 noes]
- 14) Allocate \$1,700.00 to The Ruth Bancroft Garden to help develop, market and deliver free education days known as "Waterwise Wednesdays" at The Ruth Bancroft Garden. The Ruth Bancroft Garden will partner with other environmental and conservation groups to educate the community about specific, actionable and practical ways community members can reduce water consumption, create beautiful areas of wildlife habitat and forage in home gardens, and reduce the use of pesticides and herbicides. [8 ayes/0 noes]
- 15) Allocate \$9,430.75 to Mills College to fund long-term tracking of stress responses of wild California ground squirrels in Contra Costa County. Undergraduates will be central in the project; students will live-trap wildlife, conduct hormone assays, author manuscripts, and present their findings. The results of this study will provide useful information on the effects of stress which may prove applicable to a range of mammal species. [8 ayes/0 noes]
- 16) Allocate \$4,800.00 to The Regents of the University of California to support the installation and evaluation of artificial nesting systems for native bees and educational materials for presentations, workshops, conferences, local producers and other stakeholders. Partial funding is recommended and to be used for travel expenses for research trips to Brentwood and educational materials only. [8 ayes/0 noes]
- 17) Further, the FWC also recommended that within a year of grant funding approval, or within one month of project completion, whichever comes sooner, recipients must submit a final project report which includes invoices and receipts documenting how funds were spent and the results of the project. Details will be outlined in the grant award packet provided to all successful applicants. [8 ayes/0 noes]

Please contact Maureen Parkes at 925-674-7831 or Abigail Fateman at 925-674-7820 with any questions.

Attachments:

- Grant application packet for Fish and Wildlife Propagation Funds
- Chart summarizing the applications and recommendations

**Grant Applications and Fish and Wildlife Committee Recommendations 2017 - Revised
April 3, 2017**

	Organization	Type of Org	Project Title	Type of Project	Location of the Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of the Request	FWC Rationale for Recommendation
A	Friends of Alhambra Creek	Group of volunteers for the betterment of the Alhambra Creek Watershed	Alhambra Native Plant Trail	(e) habitat improvement	Central County	\$980.00	\$980.00	A request for funding to add additional native plants and garden enhancements for their existing gardens and future new gardens and the printing cost of their Alhambra Native Plant Trail brochure.	The project meets the requirements of Section 13103 (e) by providing forage, cover, and nesting areas for insects, local birds, and small mammals. It also creates an opportunity to teach student volunteers and visitors about the importance of native plants and wildlife.
B	California Department of Fish and Wildlife	government	Spotting Scopes	(g) purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use	Countywide	\$21,019.53	\$21,019.53	A request for seven Swarovski spotting scopes to be gifted to CDFW. The spotting scopes will be used by the Department's enforcement branch throughout CCC to aid in the surveillance of violators, locating evidence, and observing behaviors and actions that may result in violations.	The project meets the requirements of Section 13103 (g). The spotting scopes will be used by the CDFW's enforcement branch throughout CCC to aid in the surveillance of violators, locating evidence, and observing behaviors and actions that may result in violations.
C	Worth a Dam	non-profit	Working for the EcoSystem	(a) public education	Central County	\$1,000.00	\$1,000.00	A request to fund a wildlife educational activity at the 10th Annual Beaver Festival in Martinez. Children will earn badges while learning the importance of beavers' role in the ecosystem, highlighting the direct impact beavers have on other wildlife.	The project meets the requirements of Section 13103 (a) public education and fulfills the goals of the Committee by providing funds to educate children with an activity that will teach them about the complex connections between habitat, food chain and species abundance using the beaver's ecosystem services.
D	Greens at Work/Berkeley Partners for Parks (BFPF)	non-profit	Point Isabel/Hoffman Marsh Restoration Project (Richmond)	(e) habitat improvement	West County	\$1,320.00	\$1,320.00	A request for funding to expand, fill in, and maintain an existing habitat restoration project (including weed removal, native plant re-vegetation, public outreach, and trash pickup) along 2,000 feet of the Bay Trail at Point Isabel and marsh from just above the Hoffman Channel to the southern end of Hoffman Marsh (at the intersection of Central Avenue and Rydin Road).	The project meets the requirements of Section 13103 (e) habitat improvement. This is an important area for restoration and helps to achieve a healthier environment for the multitude of shorebirds that use the marsh.
E	KIDS for the BAY	non-profit	Watershed Action Program	(a) public education (e) habitat improvement	West County	\$5,079.00	\$5,079.00	A request for funding to deliver the Watershed Action Project to five classes in low-income Richmond elementary schools. The Program will teach students about the scientific principles of fish and wildlife conservation, as well as help to improve the health of the fish and wildlife habitats in CCC through Environmental Action Projects.	The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement. The project provides hands on science classroom lessons and a field trip where the students will use water quality testing equipment to assess watershed health and learn scientific skills. Through trash clean-ups, habitat restoration and water quality testing, students will improve the quality of life for fish and wildlife in CCC.
F	Golden Gate Audubon Society	non-profit	Eco-Richmond/Bird-Friendly Schools Program	(a) public education (e) habitat improvement	West County	\$3,803.50	\$3,803.50	A request for partial funding to support the materials associated with their Eco-Richmond/Bird Friendly Schools Program, a year-long program that serves 3rd - 5th grade children and their families in four Title I (federally-assisted) schools within the communities adjacent to the North Richmond Shoreline. Each class will receive a progression of at least three in-class/schoolyard lessons and field trips to North Richmond Shoreline and Wildcat Creek Canyon.	The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement fulfilling the educational goals of the Committee by providing hands-on lessons of at least three in-class/schoolyard lessons and field trips to North Richmond Shoreline and Wildcat Creek Canyon related to ecology and stewardship while improving the habitat.
G	The Watershed Project & SPAWNERS	non-profit	Monitoring Water Quality in Contra Costa County Watersheds	(a) public education (e) habitat improvement	Countywide	\$20,478.00	\$20,478.00	A request to fund an expansion of their water quality monitoring program in four additional CCC watersheds: Wildcat Creek, Walnut Creek, Grayson Creek and Marsh Creek Watersheds. The funds will go toward annual stipends for trained monitoring interns as well as purchasing monitoring equipment and supplies. Results will be shared with the community through outreach events, newsletters, and websites, including behavioral changes people can make to improve the creeks' water quality.	The project meets the requirements of Section 13103 (e) habitat improvement. With the assistance of highly trained interns, the goal of the project is to standardize monitoring and assessment such that they can compare data across watersheds and learn important information about regional and local trends. Information will be shared with the community through outreach events, newsletters, and websites, including behavioral changes people can make to improve the creeks' water quality.

**Grant Applications and Fish and Wildlife Committee Recommendations 2017 - Revised
April 3, 2017**

	Organization	Type of Org	Project Title	Type of Project	Location of the Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of the Request	FWC Rationale for Recommendation
H	Lindsay Wildlife Experience	non-profit	Reliable disease control in a wildlife hospital through commercial-grade laundry equipment	(b) temporary emergency treatment and care of injured and orphaned wildlife	Countywide	\$6,884.50	\$6,884.50	A request to fund the purchase and installation of two-commercial grade stack-unit dryers.	The project meets the requirements of Section 13103 (b) temporary emergency treatment and care of injured or orphaned wildlife. These commercial grade Speed Queen stack tumble dryers are the same make/model as as they have had since 2003 and have found them to be energy efficient and reliable.
I	Marine Science Institute	non-profit	Delta Discovery Voyage	(a) public education	Central County/ East County	\$4,688.00	\$0.00	A request for partial funding for marine science education for 5th grade students aboard MSI's 90' research vessel on the Delta. Curriculum includes an activity book designed to prepare the students to get the most out of their upcoming excursion and hands-on scientific exploration on their 3.5 hour voyage.	Funding is not recommended. Payroll, benefits and overhead costs were a substantial amount of their funding request.
J	Regional Parks Foundation	non-profit	East Bay Regional Park District - Education, Outreach, and Resource Protection using Horse Mounted Patrol Officers	(a) public education (m) other expenditures	Countywide	\$10,000.00	\$10,000.00	A request for funding to expand the EBRPD's Horse Mounted Patrol unit from a 2-person to a 3-person team. The funds would be used to purchase a horse. The focus of outreach, education and resource protection is to prevent the spread of disease potentially carried by domestic dogs which could be spread to San Joaquin kit fox. They will patrol Round Valley Regional Preserve approximately 5 - 8 times a month. Other park trails they visit are Ironhorse Trail, Marsh Creek Trail, Big Break, Contra Loma and Delta Deanza.	The project meets the requirements of Section 13103 (m) other expenditures. Funding the purchase of the horse will help to expand EBRPD's horse mounted patrol which will focus on outreach, education and resource protection.
K	Pleasant Hill Instructional Garden	non-profit	Grayson Creek Watershed Initial Assessment at Pleasant Hill Education Center	(a) public education	Central County	\$953.64	\$953.64	A request for funding to provide water quality monitoring, journaling and observation for initial assessment of Grayson Creek, involving MDUSD Horizons Independent High School students and home schooled students with their families in accordance with Watershed Forum guidelines and protocols.	The project meets the requirements of Section 13103 (a) public education. The project provides for public education with a base line site assessment including water quality data for Grayson Creek near and behind Mt. Diablo Unified School District's Pleasant Hill Education Center. The project will practice curriculum and standard water sampling protocols used by other volunteer creek restoration organizations as part of the County Watershed Forum.
L	Save Mount Diablo	non-profit	Curry Creek Habitat Restoration	(e) habitat improvement	Central County	\$10,000.00	\$10,000.00	A request for funding to improve habitat for wildlife, including threatened species, along a sensitive riparian corridor of Curry Creek by removing debris and re-establishing native plantings.	The project meets the requirements of Section 13103 (e) habitat improvement by improving water quality and allowing natural cover (native plant species) to re-establish along Curry Creek, which will provide food and shelter for both migrating and resident populations.
M	California Waterfowl Association	non-profit	Quimby Island Marijuana Trespass Grow Site Clean Up and Reclamation	(e) habitat improvement	East County	\$4,760.00	\$0.00	A request for funding to facilitate clean up and reclamation of a marijuana trespass grow on Quimby Island in the Sacramento - San Joaquin Delta.	Funding is not recommended. The Committee determined this was not a good use of public funds. The island is privately owned and generally, there is no open public access to it.
N	Nomad Ecology	for-profit	Study to Identify Important Characteristics of California Red-Legged Frog Breeding Sites on John Muir Land Trust and Save Mount Diablo Lands	(i) scientific research (m) other expenditures for protecting, conserving, propagating, and preserving fish and wildlife	Countywide	\$13,680.00	\$0.00	A request to fund a study to collect aquatic feature characteristic data and conduct focused surveys for the purpose of understanding habitat features important for California red-legged frog breeding populations within John Muir Land Trust and Save Mount Diablo properties.	Funding is not recommended. Staff salaries were a substantial amount of their funding request.

**Grant Applications and Fish and Wildlife Committee Recommendations 2017 - Revised
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	Organization	Type of Org	Project Title	Type of Project	Location of the Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of the Request	FWC Rationale for Recommendation
O	Mt. View Sanitary District & The River Otter Ecology Project	MVSD - government ROEP - non-profit	MVSD River Otter Prey Study and Environmental Education Pilot Program	(i) scientific research	Central County	\$8,940.00	\$800.00	A request for partial funding to study the ecological niche of river otters in MVSD's wetlands throughout Moorhen Marsh, McNabney Marsh, and Peyton Slough. ROEP, as part of its "Hands-on High School" environmental education project, will partner with Marin Academy in San Rafael to undertake scat analysis for this project, providing a unique environmental education experience for participating students. If successful, ROEP and MVSD will explore expanding the environmental education experience to Contra Costa County high schools.	The project meets the requirements of Section 13103 (i) scientific research. Partial funding is recommended and may only be used for the purchase of the sampling equipment. Staff costs and not benefiting Contra Cost County students were the factors for not recommending the funding of the remainder of the grant request. Since The River Otter Ecology Project involves multiple counties, the FWC recommends a condition that requires that the equipment only be used and stored in Contra Costa County.
P	Earth Team	non-profit	Research, education and habitat improvement on Marsh Creek	(a) public education (e) habitat improvement	East County	\$10,761.00	\$3,936.00	A request to fund research and habitat improvement internships at Marsh Creek with Antioch High School ESA. Earth Team will recruit and train a team of 14 youth from Antioch High School as interns to work as research assistants to help restore native vegetation and monitor water quality on a three acre adopted site in the upper Marsh Creek area.	The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement. The project fulfills the goals of the Committee by providing funds for public education and has important long-term ecological restoration objectives that include the viability of the fish passage in the lower Marsh Creek. Partial funding is recommended to fund the direct costs for project supplies, materials and services, and travel as outlined in Earth Team's grant request application.
Q	The Ruth Bancroft Garden	non-profit	Waterwise Wednesdays @ The Ruth Bancroft Garden	(a) public education	Central County	\$1,700.00	\$1,700.00	A request for funding to help develop, market and deliver free education days known as "Waterwise Wednesdays" at The Ruth Bancroft Garden. The Ruth Bancroft Garden will partner with other environmental and conservation groups to educate the community about specific, actionable and practical ways community members can reduce water consumption, create beautiful areas of wildlife habitat and forage in home gardens, and reduce the use of pesticides and herbicides.	The project meets the requirements of Section 13103 (a) public education. The Ruth Bancroft Garden will partner with other environmental and conservation groups to educate the community about specific, actionable and practical ways community members can reduce water consumption, create beautiful areas of wildlife habitat and forage in home gardens, and reduce the use of pesticides and herbicides.
R	Mills College	non-profit	Ecology of Fear: What Stresses Out Wild Mammals?	(a) public education (i) scientific research (m) other expenditures for protecting, conserving, propagating, and preserving fish and wildlife	Countywide	\$9,430.75	\$9,430.75	A request to fund long-term tracking of stress responses of wild California ground squirrels in CCC. The specific goals of this project are to: (1) track the health of a wildlife population by monitoring animals from two distinct areas over time, (2) identify the relative influences of multiple stressors, including those imposed by humans, in shaping the stress response for a free-living mammal, and (3) elucidate whether these key stressors predict reproductive outcomes that should in turn regulate the abundance of wildlife populations.	The project meets the requirements of Section 13103 (a) public education, (i) scientific research and (m) other expenditures for protecting, conserving, propagating, and preserving fish and wildlife. Undergraduates will be central in the project; students will live-trap wildlife, conduct hormone assays, author manuscripts, and present their findings. The results of this study will provide useful information on the effects of stress which may prove applicable to a range of mammal species.
S	The Regents of the University of California	Public University	Farming for Native Bees	(a) public education (e) habitat improvement (i) scientific research	East County	\$10,080.00	\$4,800.00	A request for funding to support the installation and evaluation of artificial nesting systems for native bees in Brentwood, which includes travel for research trips to Brentwood and presentations, workshops and conferences. In addition, funds would be used for educational materials to ensure that their findings are reaching local producers and other stakeholders, including a set of video training modules that walk viewers through the process of designing, installing and maintaining native bee habitat. They plan to integrate screenings of the modules into their full schedule of workshops and presentations.	The project meets the requirements of Section 13103 (a) public education, (e) habitat improvement and (i) scientific research. The Committee supports the installation and evaluation of artificial nesting systems for native bees and educational materials for presentations, workshops, conferences, local producers and other stakeholders. Partial funding is recommended and to be used for travel expenses for research trips to Brentwood and educational materials only.
						\$145,557.92	\$102,184.92		
Total Available Funds (as of January 13, 2017)							\$272,962.20		
Remainder							\$170,777.28		

Subtotals by Region	Requested Funding Amount	Percentage of Total Amount Requested	Recommended Funding Amount	Percentage of Total Amount Recommended for Approval
East	\$27,945.00	19.20%	\$8,736.00	8.55%
West	\$10,202.50	7.01%	\$10,202.50	9.98%
Central	\$15,917.64	10.94%	\$5,433.64	5.32%
Countywide	\$91,492.78	62.86%	\$77,812.78	76.15%
TOTAL	\$145,557.92	100.00%	\$102,184.92	100.00%

**Department of
Conservation and
Development**

30 Muir Road
Martinez, CA 94553

Phone:1-855-323-2626

**Contra
Costa
County**



John Kopchik
Director

Aruna Bhat
Deputy Director

Jason Crapo
Deputy Director

Maureen Toms
Deputy Director

Kara Douglas
Assistant Deputy Director

Victoria Mejia
Business Operations Manager

November 17, 2016

Dear Fish and Wildlife Propagation Fund Grant Applicants:

The Contra Costa County Fish and Wildlife Committee is pleased to announce that completed funding applications are now being accepted for consideration for the Contra Costa County Fish and Wildlife Propagation Fund (Fund). All application materials and guidelines are attached. Proposals must be received by 5:00 p.m. on Wednesday, January 11, 2017 (a postmark of January 11, 2017, does not satisfy the submission deadline). Proposals may be emailed or mailed. Any applications that are received after the due date or without a signature will not be considered. The recommendations of the Fish and Wildlife Committee will be forwarded to the Contra Costa County Board of Supervisors, which maintains final decision-making authority for expenditures from the Fund.

The Contra Costa County Fish and Wildlife Propagation Fund is entirely supported by fine revenues resulting from violations of the Fish and Game Code and Title 14 of the California Code of Regulations in Contra Costa County (County). Projects awarded from the Fund must benefit the fish and wildlife resources of the County and must meet the requirements of Section 13103 of the Fish and Game Code (attached). All applications that satisfy the requirements listed in the funding application directions will be considered.

The Fish and Wildlife Committee strongly encourages applications related to:

- improving habitat
- scientific research
- public education

In addition, the Fish and Wildlife Committee wishes to fund one or more projects that increase collaboration with law enforcement agencies, the court, and community cultural organizations on enforcement issues and education focusing on communities that may be unaware of local fish and game laws. Projects that provide multilingual signage and educational materials are encouraged.

The Fish and Wildlife Committee generally does not recommend funding for operating costs and overhead, such as benefits or utilities. If an hourly rate is listed, costs need to be itemized separately (see grant guidelines for more details).

The Committee expects to recommend awards to several applicants. However, it is possible that a particularly excellent proposal will be recommended to receive a large portion of the total available funds. During the 2016 grant cycle a total of \$22,449.51 was awarded to six projects. The awards ranged from \$975 to \$7,567. Successful applicants may anticipate receiving notification of funding awards by the late spring or summer of 2017.

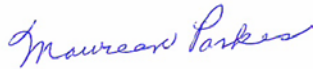
The grant award funds will be disbursed on a cost reimbursement basis.* (See below for exceptions.) Within a year of grant funding approval, or within one month of project completion, whichever comes sooner, recipients must submit a final project report which includes invoices and receipts documenting how funds were spent and the results of the project. Fish and Wildlife Propagation fund grants will be disbursed after receipt and approval of the final project report. Details will be outlined in the grant packet to all successful applicants.

***Exception For Non-Profit Organizations That Can Demonstrate Financial Hardship:** Private, non-profit entities that can demonstrate that providing Fish and Wildlife Propagation grant funding on a cost reimbursement basis will create a financial hardship and be detrimental to the operation of the program will be eligible to receive up to ½ of the grant amount after the grant is awarded. The remaining amount of the grant will be disbursed after the entity has submitted information including invoices and receipts documenting how the initial disbursement was spent. Within a year of initial notification of the grant funding award (i.e. spring or summer of 2018), or within one month of project completion, whichever comes sooner, the entity will be required to submit information including invoices and receipts documenting how the second disbursement was spent, and provide a final project report documenting the results of the project.

***Exception For Small Projects Under \$1,000:** Grant funding may be disbursed to private, non-profit entities prior to the beginning of the project if the award is under \$1,000 and the entity has provided documentation that the project could only be initiated with advance funding. Within a year of grant funding, or within one month of project completion, whichever comes sooner, recipients must submit a final project report which includes invoices and receipts documenting how funds were spent and the results of the project.

The Committee appreciates your interest in this opportunity to improve the fish and wildlife resources in Contra Costa County. Should you have any questions about the Fish and Wildlife Committee or this funding program, please contact me at 925-674-7831 or maureen.parkes@dcd.cccounty.us.

Sincerely,

A handwritten signature in blue ink that reads "Maureen Parkes".

Maureen Parkes
Fish and Wildlife Committee Staff

INSTRUCTIONS

What Must Be Included in Your Proposal (not to exceed 3 pages):

- 1) Signed Application Cover Page (see attached)
- 2) Description of the project for which funding is requested. Please include an explanation of:
 - how this project will benefit the fish and wildlife of Contra Costa County
 - how this project meets the requirements of Section 13103 of the Fish & Game Code (attached) which defines the eligibility requirements for projects requesting funding from the Fish and Wildlife Propagation Fund. Indicate which letter(s) of the Section 13103 is/are satisfied.
 - If your proposal is eligible under Section 13103 (d), (h), (i), or (m), send a copy of your draft proposal **a minimum of 40 days** prior to the final deadline to the attention of Scott Wilson, Regional Manager, CA Department of Fish and Wildlife, 7329 Silverado Trail, Napa, CA 94558, to request a letter of support. (This letter does not count toward your page limit)

*The Fish and Wildlife Committee wishes to be acknowledged for its financial support of the project. FWC or staff review may be required prior to printing any written materials that receive funding. Please refer to the guidelines listed below:

- Grant recipients agree to obtain advance written approval from the FWC of any communication/written material that may reasonably be understood to represent the views of the FWC and to provide the FWC with reasonable opportunity to review, comment and approve the communication/written material in advance.
- Grant recipients may use the following standard language in making attributions for funding by the FWC:
- Attribution for full Grant funding: “This (research, publication, project, Web site, report, etc.) was funded by the Contra Costa County Fish and Wildlife Committee.”
 - Attribution for partial Grant funding: “This (research, publication, project, Web site, report, etc.) is funded in part by the Contra Costa County Fish and Wildlife Committee.”
- 3) Project schedule - The project must be completed within a year from the date you receive notification of funding (by Spring/Summer 2018).
 - 4) Project budget (itemized). The Fish and Wildlife Committee generally does not recommend funding for operating costs and overhead. Examples for these may include benefits such as health insurance, and operation costs such as electricity to run an office. If an hourly rate is listed, overhead costs need to be itemized separately. The Committee generally gives preferences to funding material expenses (e.g. purchase of equipment).
 - 5) Annual budget for the applying organization (not itemized).
 - 6) Statement describing the applying organization, listing the Board of Directors and officers of the organization, and listing all affiliated organizations.
 - 7) Statement describing the qualifications of the sponsoring organization and participating individuals for completing the project.
 - 8) List of individuals responsible for performing project and of individuals responsible for overseeing project.
 - 9) Statement describing the status of permit approvals necessary to perform project (if applicable).
 - 10) Request for an exception to the grant funding cost reimbursement requirement due to financial hardship or an exception for a small project under \$1,000. (This request does not count toward your page limit and is only required if requesting an exception.)

Format:

- Your proposal packet, including cover sheet and any attachments must not exceed four single-sided pages or two double-sided pages, 8.5 by 11 inches in size. Please use 11 point font or larger and ½ inch margins or larger on your pages. If you are including a letter from the CA Department of Fish and Wildlife to demonstrate eligibility under Section 13103 (d), (h), (i) or (m) of the Fish and Game Code, this will not be counted as part of your page limit. Otherwise, if you submit more than 3 pages plus required cover sheet, your proposal may be disqualified without review.
- Do not attach an additional cover letter, brochures, posters, publications, CDs, DVDs, large maps or yellow-sticky paper (e.g. Post-It™).
- Your complete application packet including signature must **arrive by 5:00 p.m. on Wednesday, January 11, 2017 (Pacific Standard Time)** to be considered for funding. (Please note: A postmark of January 11, 2017 does not satisfy the submission deadline. If submitted after the deadline, your proposal will be disqualified).

Your complete application should be:

Emailed: maureen.parkes@dcd.cccounty.us

or

Mailed: Contra Costa County Fish & Wildlife Committee
c/o Contra Costa County Dept. of Conservation and Development
30 Muir Road
Martinez, CA 94553-4601
Attn: Maureen Parkes

If you wish to hand deliver, contact Maureen by email or at 925-674-7831.

Final Checklist Before You Submit Your Proposal:

Please note that your proposal will not be considered if you provide more materials than required below:

- Signed Cover page (your proposal will be disqualified if it does not have your original signature on the cover page).
- 3 pages or less on your project description (any extra attachments such as a map and an organization budget will be counted as one of the three page limit.)
- Letter from the CA Department of Fish and Wildlife *only if* your project is under Section 13103 (d), (h), (i), or (m) of the Fish and Game Code. (This is not a part of the page limit listed above).
- Request for an exception to the grant funding cost reimbursement requirement due to financial hardship or an exception for a small project under \$1,000. (This is not a part of the page limit listed above and is only required if requesting an exception).

If you have questions regarding the Contra Costa County Fish and Wildlife Propagation Fund grant process, please contact Maureen Parkes: maureen.parkes@dcd.cccounty.us / (925) 674-7831.

California Fish and Game Code Section 13103.

Expenditures from the fish and wildlife propagation fund of any county may be made only for the following purposes:

- (a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.
- (b) Temporary emergency treatment and care of injured or orphaned wildlife.
- (c) Temporary treatment and care of wildlife confiscated by the department as evidence.
- (d) Breeding, raising, purchasing, or releasing fish or wildlife which are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state, or federal agencies or onto land or into waters open to the public.
- (e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading; fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.
- (f) Construction, maintenance, and operation of public hatchery facilities.
- (g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.
- (h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.
- (i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.
- (j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount which does not exceed 3 percent of the average amount received by the fund during the previous three-year period, or three thousand dollars (\$3,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.
- (k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.
- (l) Costs incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.
- (m) Other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife.

California Fish and Game Code Section 711.2. (a)

"For purposes of this code, unless the context otherwise requires, "wildlife" means and includes all wild animals, birds, plants, fish, amphibians, reptiles, and related ecological communities, including the habitat upon which the wildlife depends for its continued viability ..."

**Contra Costa County
2017 Fish and Wildlife Propagation Fund
Application Cover Page**

Office Use Only:

Project title:

Organization/Individual applying:

(Organization type: please check one – government, non-profit, for-profit, other (explain))

Address:

Telephone:

Fax:

E-mail:

Name and title of contact person:

One sentence summary of proposal:

Requested grant:

Proposal prepared by (name & title):

Signature (*Typing your name does not count as a signature. If this section is empty, your proposal will not be considered*):

Signed on _____