



**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 Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

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

DATE: April 2, 2019

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

*Maureen
Parkes*

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 13 grant applications and recommends 10 of them 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 10, 2019, the Fund had an available balance of \$175,908.92.

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 July 2018, the application packet was sent to the Fish and Wildlife Committee mailing list, Contra Costa Watershed Forum mailing list, Contra Costa County libraries, 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. Joan Morris wrote a short article in the Contra Costa Times regarding the availability of the grant application packet. 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 also made available on the Committee’s website and to anyone who requested a copy.

FWC Grant Review Process in 2019

A total of 13 applications requesting a total of \$99,589.51 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 2019

At the February 20, 2019 meeting, the FWC recommended funding for 10 of the proposed projects. Projects recommended for funding total \$67,266.78 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 votes are listed on Pages 3 - 5. Members in attendance and voting on these items were: Judy Bendix (District I), Susan Heckly (District II), Brett Morris (District IV), Daniel Pellegrini (District V), Rhonda Gehlke (At-large), Kathleen Jennings (At-large), Heather Rosmarin (At-large), and Nicole Kozicki (At-large Alternate).

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

- 1) Appropriate \$3,572.00 to The Regents of the University of California for their Native Bees in Urban Brentwood and Agricultural Brentwood project to conduct research on native bees and their role in providing pollination services in the Brentwood area. Partial funding is recommended and may only be used for travel, materials and supplies as outlined in the grant application Project Budget. [5 ayes/3 noes]

Ayes: Gehlke, Heckly, Kozicki, Morris and Pellegrini; Noes: Bendix, Jennings and Rosmarin; Absent: Dawson and Skinner; Abstain: None

- 2) Appropriate \$2,895.00 to Contra Costa Resource Conservation District for their Sacramento perch: from watersheds to classrooms, and back! project. The program provides for restoration of Sacramento perch in the Bay Delta System and will engage approximately 225 students with inquiry-based learning, as well as hands-on, experiential learning. Funds will be used for supplies for aquariums, and supplies for spawning and food acclimation. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 3) Appropriate \$12,500.00 to International Bird Rescue for their Resolving Negative Human-Wildlife Interactions (AKA Urban Wildlife Conflicts) project. Funding will be used to offset nutrition, medicine, and veterinary medical supply costs for birds admitted from Contra Costa County to the San Francisco Bay-Delta Wildlife Center located in Cordelia, California between April 1 and December 31, 2019. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 4) Appropriate \$1,025.00 to Worth a Dam for their Treasure Hunt for the 'Lost Key to the Waters' project to support a learning activity at the 12th Annual Beaver Festival in Martinez. The project will teach children and parents the essential benefits of a beaver pond. Funds will be used for various supplies, directional sign flags, exhibit location map, bronze keys, chalk and soft pastels. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 5) Appropriate \$6,000.00 to Kids for the Bay for their Watershed Action Program project to fund eight (8) local bay and delta field trips (school bus transportation) for students and teachers from low-income Contra Costa County schools, which will teach students about the scientific principles of fish and wildlife conservation, as well as help to improve the health of fish and wildlife habitats in Contra Costa County through Environmental Action Projects and trash clean-ups. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 6) Appropriate \$2022.30 to Greens-at-Work/Berkeley Partners for Parks for their City of Richmond Adopt-a-Spot Rehabilitation Project (Richmond/CA) project. Work will include fencing part of the site to deter trash from blowing into Hoffman Marsh, filling in and maintaining native plant vegetation, and conducting public outreach. Funds will be used for bamboo fence panels, steel stakes/rebar, tools + tie wire, native plants, soil and gloves. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 7) Appropriate \$4,804.82 to Marine Science Institute for their 2019 Delta Education Equipment project to support their Delta Discovery Voyages program. Funding will be used for new Samson ropes for mooring their 90-foot research vessel at the Antioch Marina, which is used to deliver STEM and environmental education to CCC 5th grade students. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 8) Appropriate \$10,000 to the Regional Parks Foundation for their Kids Healthy Outdoors Challenge (KHOC) program. This program promotes outdoor education and play while also supporting the delivery of third-grade curriculum. Funds will be used for bus transportation, teacher's guide, student booklets and teacher orientation (supplies and lunches). [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 9) Appropriate \$21,580.00 to The Watershed Project (TWP) for their Water Quality Monitoring in Contra Costa County project. Funds will support TWP's third year of their county-wide creek monitoring program. TWP will continue all aspects of the monitoring program while expanding their network, making their data available through California Environmental Data Exchange Network (CEDEN), and deploying monitoring loggers at certain sites. Funds will be used for monthly monitoring equipment, Water Reporter app to publish data, test kits, testing samples at Enthalpy Analytical, ID bug samples and a Water Quality Monitoring Design Course. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 10) Appropriate \$2,867.66 to the City of El Cerrito, Operations + Environmental Services Division for their El Cerrito Recycling + Environmental Resource Center - Hillside Habitat Restoration Project. The project will improve the native plant habitat on the hillside nearest to the El Cerrito Recycling + Environmental Resource Center benefitting the Bay Area wildlife that depend on the native species habitat for food and shelter. Funds will be used for landscape staples, weed barrier landscape fabric, plants, compost, seeds, refreshments for volunteers and interpretive signage. [8 ayes/0 noes]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

- 11) 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]

Ayes: Bendix, Gehlke, Jennings, Heckly, Kozicki, Morris, Rosmarin and Pellegrini; Noes: None; Absent: Dawson and Skinner; Abstain: None

Staff recommends that grant awardees may request modifications to the budget allocations described in their grant applications in writing and those requests may be approved by the Fish and Wildlife Committee or the Department of Conservation and Development Director or his designee.

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 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
A	The Regents of the University of California	non-profit	Native Bees in Urban Brentwood and Agricultural Brentwood	(a) public education (i) scientific research *CDFW has confirmed this project is eligible to receive funds under FGC Section 13103 (i)	East County	\$8,572.00	\$3,572.00	This is a request for funding the sampling of native bees and their flower hosts in urban Brentwood during the main flowering season of 2018 (complete) and 2019 (proposed for 2019) (March-Sept.) and compare this inventory with sampled collections from adjacent Ag Brentwood farms. This is a continuation of Professor Frankie's research on California's native bees and their relationships with flowering plants, and their pollination role in agricultural, ornamental, and natural landscapes. They will also will be sharing their findings with several audiences. Funds would be used for travel, materials and supplies and a bee taxonomist hired on a contract basis to identify bees.	The project meets the requirements of Section 13103 (a) public education and (i) scientific research. The Committee recommends partial funding in the amount of \$3,572 to support Professor Frankie's research on native bees and their role in providing pollination services in the Brentwood area. Funds may be used only for travel, materials and supplies as outlined in the grant application Project Budget.

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
B	Contra Costa Resource Conservation District	government	Sacramento perch: from watersheds to classrooms, and back!	(a) public education (d) by breeding, raising and releasing Sacramento perch *CDFW has confirmed this project is eligible to receive funds under FGC Section 13103 (d)	Countywide	\$2,895.00	\$2,895.00	This is a request for funding a Sacramento perch restoration project combined with watershed education for students. Funds would be used for supplies for aquariums, and supplies for spawning and food acclimation.	The project meets the requirements of Section 13103(a) public education and (d) by breeding, raising and releasing Sacramento perch. The program provides for restoration of Sacramento perch in the Bay Delta System and will engage approximately 225 students with inquiry-based learning, as well as hands-on, experiential learning.

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
C	International Bird Rescue	non-profit	Resolving Negative Human-Wildlife Interactions (AKA Urban Wildlife Conflicts)	(b) Temporary emergency treatment and care of injured or orphaned wildlife. (c) Temporary treatment and care of wildlife confiscated by the department as evidence.	Countywide	\$12,500.00	\$12,500.00	This is a request for funding to offset nutrition, medicine, and veterinary medical supply costs for birds admitted from Contra Costa County to the San Francisco Bay-Delta Wildlife Center located in Cordelia, California between April 1 and December 31, 2019.	The project meets the requirements of Section (b) Temporary emergency treatment and care of injured or orphaned wildlife and (c) Temporary treatment and care of wildlife confiscated by the department as evidence. IBR is a referral hospital and often treats the most challenging cases that are beyond the capacity or skills of other regional wildlife centers and clinics. The goal of the project is to address known, ongoing Urban Wildlife Conflicts (negative human-wildlife interactions) in CCC in 2019.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
D	Worth a Dam	non-profit	Treasure Hunt for the 'Lost Key to the Waters'	(a) public education	Central County	\$1,025.00	\$1,025.00	This is a request for funds to support a learning activity at the 12th annual Beaver Festival in Martinez. Children and parents will learn the essential benefits of a beaver pond with a 'treasure hunt' theme. Funds are requested for various supplies, directional sign flags, exhibit location map, bronze keys, chalk and soft pastels.	The project meets the requirements of Section 13103 (a) public education. The project will teach children and parents the essential benefits of a beaver pond with this fun treasure hunt at the Martinez Beaver Festival.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
E	Kids for the Bay	non-profit	Watershed Action Program	(a) public education (e) habitat improvement	West County 50% Central County 25% East County 25%	\$6,000.00	\$6,000.00	This is a request for funds to deliver the Watershed Action Program and to fund eight (8) local bay and delta field trips (school bus transportation) for students and teachers from low-income Contra Costa County schools, which will teach students about the scientific principles of fish and wildlife conservation, as well as help to improve the health of fish and wildlife habitats in Contra Costa County through Environmental Action Projects and trash clean-ups.	The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement. In hands-on science classroom lessons, students and teachers will learn about the ecology of their local watershed; on field trips they will learn about the diversity of aquatic life in close-up encounters with nature; use microscopes, observe and identify local bird species and participate in trash clean-ups to protect the wildlife that they learn about during their classroom lessons and field trip.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
F	City of Lafayette, Creeks Committee	government, voluntary advisory committee	Lafayette - Creek Interpretation and Education Signage	(a) public education	Central County	\$4,200.00	\$0.00	This is a request for funds to design, fabricate and install two interpretive wayside panels in Lafayette community parks near downtown Lafayette. The signage will increase awareness of the creeks and their natural values in the downtown area of Lafayette in a way that will inform and promote projects identified in the Lafayette Downtown Creeks Preservation, Restoration and Development Plan (DCP).	The Committee does not recommend funding for this project because it did not demonstrate it would provide as much benefit to fish and wildlife as other grant applications.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
G	Greens-at-Work/Berkeley Partners for Parks	non-profit	City of Richmond Adopt-a-Spot Rehabilitation Project (Richmond/CA)	(e) habitat improvement	West County	\$2,022.30	\$2,022.30	This is a request for funds for habitat restoration on City of Richmond property next to the Hoffman Marsh. This site is the gateway to the Greens-at-Work Point Isabel/Hoffman Marsh restoration project previously funded by CCC Fish and Wildlife Propagation Fund. Work will include fencing part of the site to deter trash from blowing into Hoffman Marsh, filling in and maintaining native plant vegetation, and conducting public outreach. Funds will be used for bamboo fence panels, steel stakes/rebar, tools + tie wire, native plants, soil and gloves.	The project meets the requirements of Section 13103 (e) habitat improvement. The project will enhance, improve, and extend the quality of the habitat on which the plants, animals, birds and insects of Hoffman Marsh rely.

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
H	Marine Science Institute	non-profit	2019 Delta Education Equipment	(a) public education	Central County 51% East County 49%	\$7,733.55	\$4,804.82	This is a request for funds to replace Samson ropes for mooring their 90-foot research vessel at the Antioch Marina, which is used to deliver STEM and environmental education to CCC 5th grade students with hands-on science curriculum that is aligned with Next Generation Science Standards (NGSS).	The program meets the requirements of Section 13103 (a) public education. The Committee recommends funding in the amount of \$4,804.82 for new Samson ropes for mooring their research vessel so the Delta Discovery Voyages program will carry on safely and without interruption.
I	Regional Parks Foundation	non-profit	Kids Healthy Outdoors Challenge (KHOC)	(a) public education	West County 35% Central County 21% East County 44%	\$10,000.00	\$10,000.00	This is a request for funds for their Kids Healthy Outdoors Challenge Program. This program promotes outdoor education and play while also supporting the delivery of third-grade curriculum. Funds would be used for bus transportation, teacher's guide, student booklets and teacher orientation (supplies and lunches).	The project meets the requirements of Section 13103 (a) public education. The goal of the program is to connect youth to nature and build future environmental stewards.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
J	The Watershed Project	non-profit	Water Quality Monitoring in Contra Costa County	(a) public education (e) habitat improvement	Countywide	\$21,580.00	\$21,580.00	This is a request for funds to go toward TWP's third year of their county-wide creek monitoring program. They will continue all aspects of the monitoring program while expanding their network, making their data available through California Environmental Data Exchange Network (CEDEN), and deploying monitoring loggers at certain sites. Funds would be used for monthly monitoring equipment, Water Reporter app to publish data, test kits, testing samples at Enthalpy Analytical, ID bug samples and a Water Quality Monitoring Design Course.	The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement. The goal of the creek monitoring program is to train and engage citizen scientists on improving water quality in CCC and they will play a role in educating other residents on how to ensure a healthier habitat for fish.

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
K	Mt. View Sanitary District	government	MVSD Pollinator Garden	(a) public education (e) habitat improvement	Central County	\$17,180.00	\$0.00	This is a request for funds to reduce ground squirrel population by removing turf/bare ground, replacing it with native and Mediterranean plants, and installing a pollinator garden, which will have four interpretative panels and a garden brochure to educate visitors and school students on the importance of pollinators and pollinator habitat conservation. Funds would be used for plants, interpretive panel fabrication and base, and UC Berkeley Bee Lab follow-up study.	The Committee does not recommend funding for this project due to the uncertainty that it would reduce the ground squirrel population.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
L	California Native Grasslands Association (CNGA)	non-profit	Grassland Monitoring Workshop: Methods and Techniques for Vegetation and Wildlife Monitoring	(a) public education	Countywide	\$3,014.00	\$0.00	This is a request for funds to put on a two-day workshop in Contra Costa County. This workshop will provide 30 attendees with a framework to effectively design a monitoring plan for vegetation and/or wildlife, understand current protocols and field methods, get an introduction to several methods of data analysis, and provide guidelines for how to use the results to inform future management decisions. Funds would be used for instructors, food, handouts and field work materials.	The Committee does not recommend funding for this workshop because it was not as competitive with other grant applications in the benefit to fish and wildlife or the number of people reached.

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Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
M	City of El Cerrito, Operations + Environmental Services Division	government	El Cerrito Recycling + Environmental Resource Center - Hillside Habitat Restoration Project	(e) habitat improvement	West County	\$2,867.66	\$2,867.66	<p>This is a request for funds to support El Cerrito's volunteer efforts to improve wildlife habitat on the portion of the hillside nearest to the El Cerrito Recycling + Environmental Resource Center. They will remove invasive and fire-prone plants and add new native plants to improve pollinator and other wildlife habitat, prevent erosion, decrease fire risk, and increase the overall aesthetics of the site. Interpretive signage will be used to encourage people to recognize both invasive and native plants and understand their role in the greater ecosystem of the hillside. Funds would be used for landscape staples, weed barrier landscape fabric, plants, compost, seeds, refreshments for volunteers and interpretive signage.</p>	<p>The project meets the requirements of Section 13103 (e) habitat improvement. The project will improve the native plant habitat on the hillside nearest to the El Cerrito Recycling + Environmental Resource Center benefitting the Bay Area wildlife that depend on the native species habitat for food and shelter.</p>

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

Grant Applications and Fish and Wildlife Committee Recommendations 2019

	Organization	Type of Org	Project Title	Type of Project	Location of Project	Requested Funding Amount	Recommended Funding Amount	Staff Summary of Request	FWC Rationale for Recommendation
	Total Available Funds as of January 10, 2019					\$175,908.92	\$175,908.92		
						\$99,589.51	\$67,266.78		
					Remainder	\$76,319.41	\$108,642.14		

Subtotals By Region	Requested Funding Amount	Percentage of Total Amount Requested	Recommended Funding Amount	Percentage of Total Amount Recommended for Approval
East	\$18,261.44	18.34%	\$11,826.36	17.58%
West	\$11,389.96	11.44%	\$11,389.96	16.93%
Central	\$29,949.11	30.07%	\$7,075.46	10.52%
Countywide	\$39,989.00	40.15%	\$36,975.00	54.97%
TOTAL	\$99,589.51	100.00%	\$67,266.78	100.00%

*CDFW requires Department approval of Fish and Wildlife Propagation funds that are requested under California Fish and Game Code Section 13103 (d), (h), (i), (l) and (m).

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

Kelli Zenn
Business Operations Manager

July 27, 2018

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 Monday, January 7, 2019 (a postmark of January 7, 2019, 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). If your project is eligible under Section 13103 (d), (h), (i), or (m) please send a copy of your draft proposal to Maureen Parkes at maureen.parkes@dcd.cccounty.us by November 1, 2018. Staff will coordinate with the California Department of Fish and Wildlife to confirm the project's eligibility to receive funds. See Instructions for more details. All applications that satisfy the requirements listed in the funding application instructions will be considered.

The Fish and Wildlife Committee strongly encourages applications related to:

- improving habitat
- scientific research
- public education
- threatened and endangered species
- resolving human/wildlife interaction issues

In addition to the above areas of interest, 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 awards grants to non-profit organizations, schools and government agencies. The Committee generally does not recommend funding for operating costs and overhead, such as staff salaries, benefits or utilities. If an hourly rate is listed, costs need to be itemized separately (see grant guidelines for more details). The Committee generally gives preference to funding material expenses (e.g. purchase of equipment and materials).

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 2018 grant cycle a total of \$101,355.33 was awarded to 10 projects. The awards ranged from \$1,030 to \$23,135.00. Successful applicants may anticipate receiving notification of funding awards by the late spring or early summer of 2019.

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 1/2 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 2020), 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,

Maureen Parkes
Fish and Wildlife Committee Staff

INSTRUCTIONS

What Must Be Included in Your Proposal (not to exceed 4 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.

NEW REQUIREMENT: If your proposal is eligible under Section 13103 (d), (h), (i)*, or (m), a copy of your draft proposal must be sent to the attention of Maureen Parkes at maureen.parkes@dcd.cccounty.us or at the address listed on Page 2 and received by November 1, 2018. Staff will coordinate with the California Department of Fish and Wildlife to confirm the project's eligibility to receive funds.

*If your project is eligible under Section 13103 (i), and a scientific collection permit is required and issued by the California Department of Fish and Wildlife, this will indicate that the project is eligible to receive Fish and Wildlife Propagation funds. Please send the scientific collection permit along with your grant application by the January 7, 2019 - 5:00 P.M. grant submission deadline. Scientific collection permits are not included in the grant application 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 2020).**
- 4) Project budget (itemized). The Fish and Wildlife Committee generally does not recommend funding for operating costs and overhead. Examples for these include staff salaries, 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 and materials).
- 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 submit more than 3 pages plus required cover sheet, your proposal may be disqualified without review.*
- **NEW REQUIREMENT:** If your project is eligible under Section 13103 (d), (h), (i), or (m) a copy of your draft proposal must be sent to the attention of Maureen Parkes at maureen.parkes@dcd.cccounty.us and received by November 1, 2018. (See exception for Section 13103 (i) above.) 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 Monday, January 7, 2019 (Pacific Standard Time)** to be considered for funding. (Please note: A postmark of January 7, 2019 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 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.)
- If your project qualifies under Section 13013 (i) and you have been issued a scientific collection permit from the California Department of Fish and Wildlife please include it. (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.

* A scientific collection permit, if required and issued by the California Department of Fish and Wildlife, indicates that the project is eligible to receive Fish and Wildlife Propagation funds.

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
2019 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 _____