



CONTRA COSTA COUNTY
FISH AND WILDLIFE COMMITTEE
c/o Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Telephone: 925-655-2703

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, Senior Planning Technician
Staff to Fish and Wildlife Committee

DATE: April 6, 2022

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

The Contra Costa County Fish and Wildlife Committee (FWC) has completed its review of grant requests for funding from the Fish and Wildlife Propagation Fund (Fund) and is forwarding its grant award recommendations to the Internal Operations Committee (IO). The FWC reviewed 16 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) and illegal dumping. Occasionally there are larger fines that result from violations, including failure to obtain appropriate permits for activities such as streambed alteration or illegal take of a special status species. A portion of the fines are deposited into the Fish and Wildlife Propagation Fund. As of January 12, 2022, the Fund had an available balance of \$146,925.30.

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.

Public Outreach to Advertise the Grant Program

In October 2021, the application packet was sent to the Fish and Wildlife Committee mailing list, Contra Costa Watershed Forum mailing list, and to teachers and programs that could benefit from the grant program including Contra Costa College, Diablo Valley College, Los Medanos College, UC Berkeley, Cal State University - East Bay, University of California Agriculture and Natural Resources, Mills College and St. Mary’s College. The CCC Office of Communications and Media distributed a press release to local and regional media outlets regarding the availability of the grant application packet. 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 2022

16 applications requesting a total of \$145,873.79 were reviewed.

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 2022

At its February 16, 2022 meeting, the FWC recommended full or partial funding for 10 of the proposed projects. Projects recommended for funding total \$50,324.27 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 vote are listed on Pages 2 – 4 of this memo. Members in attendance and voting on these items were: Nicole Balbas (At-large), Clark Dawson (District III), Roni Gehlke (At-large), Susan Heckly (District II), Kathleen Jennings (At-large), Brett Morris (District IV), Daniel Pellegrini (District V), and Cass Rogers (At-large).

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

- 1) Appropriate \$6,455.00 to Friends of Orinda Creek for their “San Pablo Creek Restoration Project: Phase I” project. The project will restore a degraded section of San Pablo Creek that runs through the downtown area of Orinda. Partial funding is recommended and will be used for boulders and fill for step pools and native plants for revegetation (recommendation is to reduce native plant funding from \$2,000 to \$1,455).
- 2) Purchase a drone and manual telephoto zoom lens for a Canon DSLR camera for the California Department of Fish and Wildlife (CDFW) in the amount of \$998.70 to be used in a study that will

- assist in the inventory of potential roost sites for bat species throughout the County and provide insight into the ecological importance of specific bridges or locations for bats.
- 3) Appropriate \$1,050.00 to Worth a Dam for their “Beaver Festival XIII: The Case of the Missing Salmon” project. Children will be ‘nature detectives’ and solve a mystery at a beaver pond, learning to identify the habits and tracks of various riparian wildlife. Funds will be used for cards, envelopes, magnifying glasses, exhibit location map festival brochures, artist pastels, children's pastels, printing of signs and quizzes given to the children after they complete the activity.
 - 4) Appropriate \$3,390.00 to SPAWNERS for their “Communities for Creeks” project. The project is mid-length feature documentary and accompanying curriculum guide for students grades 7 – 12 that will educate them about watershed ecology, human impact on watersheds, and scientific principles of fish and wildlife conservation. Partial funding is recommended for documentary production and post-production items, and curriculum materials; and may not be used for drone operator, rental insurance, sound mix, music licensing, festival entry fees and educational fee.
 - 5) Appropriate \$7,669.87 to Contra Costa Resource Conservation District (CCRCD) for their “Zero-Emissions Habitat Restoration Tools” project. The purchase of battery-powered tools will allow CCRCD to reduce air and noise pollution from necessary tool use and increase the EcoStewards Program's capacity to benefit wildlife through habitat restoration. Partial funding is recommended and may be used for battery trimmers, backpack batteries, battery hedge trimmer, batteries and chargers; and may not be used on a shipping container or railroad ties.
 - 6) Appropriate \$2,692.70 to Contra Costa Resource Conservation District for their “Improving and developing the Contra Costa Resource Conservation District's Richmond Greenway adopted spot.” project. The project will improve CCRCD's adopted spot on the Richmond Greenway through the implementation of an irrigation system, planting of native vegetation, and putting up an educational sign. Funds will be used for irrigation material and equipment, native plants, cement and signage materials.
 - 7) Appropriate \$2,400.00 to Friends of Alhambra Creek for their “Martinez Educational Mural Featuring Local Flora and Fauna” project. The mural will offer a free and accessible outdoor educational opportunity for people of all ages, serve as a destination for local school field trips and as a site for teachers to encourage children to visit and interact with to earn extra credit. Partial funding is recommended for paint, various supplies, protectant coating, prep work and final coating; and may not be used for insurance, design fee, mural painting fee or CCRCD fiscal sponsor fee.
 - 8) Appropriate \$9,949.00 to Friends of San Ramon Creek for their “Arundo Removal and Replacement in San Ramon Creek subwatershed” project. The project will remove Arundo from the creek bank and replanting the area with native plants which will provide a healthier, more biodiverse habitat for the fish living in the water and the wildlife that utilize the riparian area. Partial funding is recommended for tools, supplies, rental equipment, and plants; and may not be used for RCD handling cost or the water quality measuring items.
 - 9) Appropriate \$6,249.00 to Lindsay Wildlife Experience for their “Native California Aquatic Ecosystems Exhibit and Educational Programs” project. The project will upgrade the Creekwall section of the museum's exhibit floor into an engaging and interactive exhibit which will provide associated programming. Partial funding is recommended and may be used for interpretive signage with infographics, and interactive rail; signage and backdrop for: tiger salamander, western pond turtle, rattlesnake and garter snake enclosures; and may not be used for the environmental wall mural or installation.
 - 10) Appropriate \$9,470.00 to Mt. View Sanitary District for their “Moorhen Marsh and the MVSD Wetlands Education Program” project. The project will reduce nutrient pollution through the sustainment of native vegetation and the floating island system within Moorhen Marsh, which hosts the MVSD Wetlands Education Program. Partial funding is recommended for wetlands

student booklets (recommendation is to reduce from \$7,000 to \$3,000), pencils, field trip supplies, native plants for floating islands, worm casting, soil, coir, myselia, and planting equipment; and may not be used on stickers.

- 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: Balbas, Dawson, Gehlke, Heckly, Jennings, Morris, Pellegrini and Rogers; Noes: None; Abstain: None; Absent: 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 925-655-2909 or Abigail Fateman at 925-655-2908 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 2022

	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	school	Native Bees and Host Flowers in Urban Brentwood	(a) public education (i) scientific research * CDFW has confirmed this project is eligible to receive funds under FGC Section 13103 (i)	East County	\$5,992.00	\$0.00	This is a request for an additional year of funding for a multi-year survey of native bee species and their host flowers in urban Brentwood. This is a continuation of Dr. Frankie's research on native bees in the Brentwood area and their role in providing pollination services. Funds are requested for travel, plants and supplies, an intern to assist in bee curation, a bee taxonomist to identify the bees, student benefits and general, automobile and employment liability. Proposed Project Schedule: June 2022 - May 2023	Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding because they wished to recommend funding for other projects this year.
B	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	\$16,068.52	\$0.00	This is a request for funds to offset costs for birds admitted from Contra Costa County to IBR's San Francisco Bay-Delta Wildlife Center between April 1 and December 31, 2022. Funds are requested for medication, dietary supplements, vitamins, nutrition, and veterinary supplies. Proposed Project Schedule: April 2022 - December 2022	Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding this year because the Committee prefers to fund special projects rather than having organizations depend on grant funding year-to-year to run their programs.

*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 2022

	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	Friends of Orinda Creek	non-profit	San Pablo Creek Restoration Project: Phase I	(e) habitat improvement	Central	\$7,000.00	\$6,455.00	<p>This is a request for funds to support the San Pablo Creek Restoration Project - Phase I which will restore a degraded section of San Pablo Creek that runs through the downtown area of Orinda. Funds are requested for boulders and fill for step pools and native plants for revegetation.</p> <p>Proposed Project Schedule: Construction to begin in Summer and Fall of 2022.</p>	<p>The project meets the requirements of Section 13103 (e) habitat improvement. The project will restore aquatic habitat and remove existing barriers to fish movement, revegetation of the project area will enable the development of a more extensive riparian forest and canopy, the project would result in the removal of concrete slabs to prevent potential blockage of the downstream culvert in the event of a severe storm, and would result in the restoration of the historic creek channel to reduce bank failure and sediment deposition. Partial funding is recommended and will be used on boulders and fill for step pools and native plants for revegetation (recommendation is to reduce native plant funding from \$2,000 to \$1,455).</p>
D	California Department of Fish and Wildlife	government	Diurnal Bridge Inventory and Assessment for Bats	<p>(i) scientific research</p> <p>(m) other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife</p> <p>* CDFW has confirmed this project is eligible to receive funds under FGC Section 13103 (i)</p>	Countywide	\$998.70	\$998.70	<p>This is a request for funds to assess and inventory structures for the potential to support bat species in Contra Costa County. Funds are requested for a drone and manual telephoto zoom lens for Canon DSLR camera.</p> <p>Requested exception to the grant funding cost reimbursement requirement.</p> <p>Proposed Project Schedule: ?</p>	<p>The project meets the requirements of Section 13103 (i) scientific research and (m) other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife. The study will assist in the inventory of potential roost sites for bat species throughout the County and provide insight into the ecological importance of specific bridges or locations for bats. The drone and telephoto zoom lens will be purchased with Fish and Wildlife Propagation funds and gifted to the California Department of Fish and Wildlife.</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 2022

	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	Worth a Dam	non-profit	Beaver Festival XIII: The Case of the Missing Salmon	(a) public education	Central County	\$1,050.00	\$1,050.00	<p>This is a request for funding a children's educational activity at the 2022 Martinez Beaver Festival. "The Case of the Missing Salmon" will invite children to become 'nature detectives' and solve a mystery at a beaver pond, learning to identify the habits and tracks of various riparian wildlife. Funds will be used for cards, envelopes, magnifying glasses, exhibit location map festival brochures, artist pastels, children's pastels and printing of signs and post tests.</p> <p>Event Date: June 25, 2022</p>	<p>The project meets the requirements of Section 13103 (a) public education. "The Case of the Missing Salmon" is a fun way to learn about the essential benefits of a beaver pond. The children will learn to identify the tracks of frequent pond wildlife and will gain a better understanding of their lifecycles.</p>
F	John Muir (East Bay) Chapter of Trout Unlimited	non-profit	Wildcat Creek Fish Passage and Community Engagement Project	(e) habitat improvement	West County	\$2,400.00	\$0.00	<p>This is a request for funding assistance on a project to restore steelhead in Wildcat Creek. Funds will be used train a student from a local university as a paid intern to support the volunteer effort of Trouts Unlimited. The intern will assist the Conservation chair and other Board members who may assist on the project.</p> <p>Requested exception to the grant funding cost reimbursement requirement.</p> <p>Proposed Project Schedule: May 2022 - April 2023</p>	<p>Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding this year because the intern position was primarily to assist the Conservation chair and other Board members.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

	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	The Watershed Project	non-profit	Water Quality Monitoring and Capacity Building in Contra Costa County	(a) public education (e) habitat improvement	Countywide	\$20,000.00	\$0.00	<p>This is a request for funding for The Watershed Project's Contra Costa County creek monitoring program, so they can provide partner groups with increased capacity to take on more local leadership of the program. Funding is requested for calibration standards for all meters in use, YSI meter and sensors, Oakton pH meter, water quality app to publish data, ID five bug samples at BioAssessment Services, event space rental for year-end celebration, and intern stipend.</p> <p>Requested exception to the grant funding cost reimbursement requirement.</p> <p>Proposed Project Schedule: Start Date ? - May 2023</p>	<p>Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding this year because The Watershed Project has received Fish and Wildlife Propagation funds in the past for similar equipment.</p>
H	SPAWNERS (San Pablo Creek Watershed Neighbors Education & Restoration Society)	non-profit	Communities for Creeks	(a) public education	West County	\$8,549.00	\$3,390.00	<p>This is a request for funds to create a mid-length feature documentary and accompanying curriculum guide for students grades 7 - 12 to learn about the best practices for monitoring, protecting, and restoring urban watersheds. Funding is requested for documentary production, documentary post-production and curriculum materials.</p> <p>Proposed Project Schedule: April 2022 - February 2023</p>	<p>The project meets the requirements of Section 13103 (a) public education. The project will educate students about watershed ecology, human impact on watersheds, and scientific principles of fish and wildlife conservation. Partial funding is recommended and may not be used for drone operator, rental insurance, sound mix, music licensing, festival entry fees and educational fee.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

	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
I	Contra Costa Resource Conservation District	government	Zero-Emissions Habitat Restoration Tools	(e) habitat improvement	Countywide	\$14,849.87	\$7,669.87	<p>This is a request for funds to purchase battery-powered tools and a shipping container for storage in order to increase capacity for habitat restoration and decrease pollution. Funds would be used for battery trimmers, backpack batteries, battery hedge trimmer, batteries, chargers, shipping container and railroad ties.</p> <p>Proposed Project Schedule: May 2022 - August 2022</p>	<p>The project meets the requirements of Section 13103 (e) habitat improvement. The purchase of battery-powered tools will allow CCRCD to reduce air and noise pollution from necessary tool use and increase the EcoStewards Program's capacity to benefit wildlife through habitat restoration. Partial funding is recommended and may not be used for a shipping container or railroad ties.</p>
J	Contra Costa Resource Conservation District	government	Improving and developing the Contra Costa Resource Conservation District's Richmond Greenway adopted spot.	(e) habitat improvement	West County	\$2,692.70	\$2,692.70	<p>This is a request for funds to improve CCRCD's adopted spot on the Richmond Greenway through the implementation of an irrigation system, planting native vegetation, and putting up an educational sign. A list of items requested for funding is included in the grant application.</p> <p>Proposed Project Schedule: May 2022 - September 2022</p>	<p>The project meets the requirements of Section 13103 (e) habitat improvement. The project will provide reliable drip irrigation infrastructure which is needed to establish plants that will provide pollinator habitat and increase water infiltration into the soil. The interpretive sign will focus on the importance of pollinators, the value of healthy watersheds, and information about native plant species with a goal of inspiring curiosity about the natural world and inspire action to protect the environment.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

	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	Contra Costa Resource Conservation District/Friends of Alhambra Creek	government	Martinez Educational Mural Featuring Local Flora and Fauna	(a) public education	Central County	\$7,236.00	\$2,400.00	<p>This is a request for funds to create an educational mural featuring local native flora and fauna to be located at the underpass of Alhambra Way at California Highway 4 in Martinez. QR codes will be integrated into the mural so viewers can use web-connected mobile devices to view engaging and scientifically accurate information about the represented species and their respective roles in the local ecosystem. Funding is requested for paint, various supplies, insurance, protectant coating, prep work and final coating, design fee, mural painting fee, and CCRCD fiscal sponsor fee.</p> <p>Proposed Project Schedule: January 2022 - October 2022</p>	<p>The project meets the requirements of Section 13103 (a) public education. The mural will offer a free and accessible outdoor educational opportunity for people of all ages, serve as a destination for local school field trips and as a site for teachers to encourage children to visit and interact with to earn extra credit. Partial funding is recommended and may not be used for insurance, design fee, mural painting fee or CCRCD fiscal sponsor fee.</p>
L	Contra Costa Resource Conservation District/Friends of San Ramon Creek	government	Arundo Removal and Replacement in San Ramon Creek subwatershed	(e) habitat improvement	Central County	\$11,409.00	\$9,949.00	<p>This is a request for funds to continue Arundo removal efforts. Funding is for equipment to access steep slopes, and for plants to restore sites where Arundo has been removed. A list of items requested for funding is included in the grant application.</p> <p>Proposed Project Schedule: April 2022 - December 2022</p>	<p>The project meets the requirements of Section 13103 (e) habitat improvement. Removing Arundo from the creek bank and replanting the area with native plants provides a healthier, more biodiverse habitat for the fish living in the water and the wildlife that utilize the riparian area. Partial funding is recommended and may not be used for the RCD handling cost or the water quality measuring items.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

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M	Regional Parks Foundation	non-profit	Black Rail Rescue Rangers Habitat Enhancement Project	(e) habitat improvement	West County	\$9,000.00	\$0.00	<p>This is a request for funds for a project that will improve and expand habitat for the California Black Rail, a state threatened species, at Point Pinole Regional Shoreline. Funds would be used to help cover the expense of working with Civicorps to remove debris and maintain the tidal areas.</p> <p>Proposed Project Schedule: Following Spring breeding/nesting season 2022- January 2023</p>	<p>Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding this year because they did not wish to fund the Civicorps contract.</p>
N	Lindsay Wildlife Experience	non-profit	Native California Aquatic Ecosystems Exhibit and Educational Programs	(a) public education	Central County	\$12,849.00	\$6,249.00	<p>This is a request for funds to upgrade the aquatic section of LWE's exhibit floor and to create associated educational programming. The exhibit upgrade will focus on protecting California aquatic ecosystems and the native animals that call them home. Funds would be used for interpretive signage with infographics, and interactive rail; signage and backdrop for: tiger salamander, western pond turtle, rattlesnake and garter snake enclosures; an environmental wall mural; and installation.</p> <p>Proposed Project Schedule: May 2022- January 2023</p>	<p>The project meets the requirements of Section 13103 (a) public education. The project will upgrade the Creekwall section of the museum's exhibit floor into an engaging and interactive exhibit which will provide associated programming. Partial funding is recommended and may not be used for the environmental wall mural or installation.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

	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
O	Marine Science Institute	non-profit	Marine Science Institute Delta Discovery Voyage Program	(a) public education	Central County 48% East County 52%	\$10,000.00	\$0.00	<p>This is a request to fund various expenses of MSI's Delta wildlife and water education programs for 5th grade Contra Costa County students. Funds would be used for expendable supplies, MSI instructors' overnight stays in Antioch motel, fuel for ship/MSI vehicles, and Antioch Marina fee.</p> <p>Proposed Project Schedule: January 2023- December 2023</p>	<p>Although a valuable project, due to the low balance of Fish and Wildlife Propagation funds and low incoming revenue in the past two years, the Committee does not recommend funding this year because they prefer to fund special projects rather than having organizations depend on grant funding year-to-year to run their programs.</p>
P	Mt. View Sanitary District	government	Moorhen Marsh and the MVSD Wetlands Education Program	(a) public education (e) habitat improvement	Central County	\$15,779.00	\$9,470.00	<p>This is a request for funding assistance for the management of plant and wildlife in Moorhen Marsh and its wetlands educational program serving Contra Costa County students. Funds would be used for: wetlands student booklets, pencils, stickers, field trip supplies, native plants for floating islands, worm casting, soil, coir, myselia, and planting equipment.</p> <p>Proposed Project Schedule: July 2022 - May 2023</p>	<p>The project meets the requirements of Section 13103 (a) public education and (e) habitat improvement. The project will reduce nutrient pollution through the sustainment of native vegetation and the floating island system within Moorhen Marsh, which hosts the MVSD Wetlands Education Program. Partial funding is recommended with two changes: 1) reduce the amount of grant funding for the Wetlands Student Booklets from \$7,000 to \$3,000, and 2) grant funds may not be used on stickers.</p>

Grant Applications and Fish and Wildlife Committee Recommendations 2022

						Requested Funding Amount	Recommended Funding Amount		
					Total	\$145,873.79	\$50,324.27		
		Total Available Funds as of January 12, 2022				\$146,925.30			
					Remainder	\$1,051.51	\$96,601.03		

Subtotals By Region	Requested Funding Amount	Percentage of Total Amount Requested	Recommended Funding Amount	Percentage of Total Amount Recommended for Approval
East	\$11,192.00	7.67%	\$0.00	0.00%
West	\$13,641.70	9.35%	\$6,082.70	12.09%
Central	\$70,121.70	48.07%	\$36,571.70	72.67%
Countywide	\$50,918.39	34.91%	\$7,669.87	15.24%
TOTAL	\$145,873.79	100.00%	\$50,324.27	100.00%

Department of Conservation and Development

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Contra Costa County



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Assistant Deputy Director

October 4, 2021

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 5, 2022 (a postmark of January 5, 2022, 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. Staff will acknowledge receipt of each grant application. If you do not receive a confirmation of receipt contact Maureen Parkes at 925-655-2909 prior to the deadline. 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 4, 2021. 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 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 considers grant awards for prospective expenditures from 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. The Committee generally gives preference to funding material expenses (e.g. purchase of equipment and materials). Organizations, schools, and government agencies that have received previous Fish and Wildlife Propagation Fund grants should have a positive track record of completing projects and submitting final reports in an efficient, timely and clear manner.

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 2021 grant cycle a total of \$60,830.71 was awarded to seven projects. The awards ranged from \$4,973.00 to \$16,000.00. Available funds vary from year to year and the Fish and Wildlife Committee cannot commit to multi-year or recurring funding. The Board of Supervisors will make the final decision on the grant awards and successful applicants may anticipate receiving notification by May 2022. Project expenditures eligible for reimbursement must be made subsequent to Board of Supervisors approval of grant funding.

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. Any expenses not listed on the original grant application should be requested ahead of time. Unapproved expenses may not be reimbursable. 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 award letter that is sent 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 (May 2023), 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 925-655-2909 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.
(PDFs and e-signatures are acceptable)
- 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 4, 2021. 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 5, 2022 - 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.

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 May 2023).**
- 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. Electronic submittals are preferred. 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 4, 2021. (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 Wednesday, January 5, 2022 (Pacific Standard Time)** to be considered for funding. (Please note: A postmark of January 5, 2022 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 or Hand Delivered**: 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

*Staff will acknowledge receipt of each grant application. If you do not receive an email confirmation of receipt, contact Maureen Parkes prior to the deadline by calling 925-655-2909.

**Due to new (and changing) operating procedures related to COVID-19 safety measures, you need to contact Maureen by email or telephone at 925-655-2909 to coordinate hand delivery of your application to ensure your application is received by the submission deadline.

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) 655-2909.

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
2022 Fish and Wildlife Propagation Fund
Application Cover Page**

Office Use Only:

Project title:

Organization/Individual applying:

(Organization type: please check one – government, non-profit, school, 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 _____