



**MB-FWS-Migratory Birds  
NAWCA 2025 US Small Grants  
FY 2025**

**Announcement Title: F25AS00011 - NAWCA 2025 US  
Small Grants**

**Application Due Date: October 10, 2024, at 11:59pm Eastern Time**

**Program Authorizing Legislation:** North American Wetlands Conservation Act (16 USC Ch. 64)

SOLICITATIONS: The Catalog of Federal Domestic Assistance (CFDA) program does not use social media or contact individuals by phone to solicit, review, or make awards. Government staff will NOT call or message you requesting money in order to be eligible for an award. Please report any information and documentation that you have related to such incidents to the FBI's Internet Crime Complaint Center (<https://www.ic3.gov>) and your local law enforcement authorities.

## TABLE OF CONTENTS

<b>INTRODUCTION</b> .....	<b>3</b>
<b>HOW TO MAKE YOUR PROPOSAL SUCCESSFUL</b> .....	<b>3</b>
<b>PROJECT OFFICER’S PAGE</b> .....	<b>8</b>
<b>PROPOSAL SUMMARY (1-PAGE LIMIT)</b> .....	<b>10</b>
<b>FINANCIAL PLAN TABLE (3-PAGE LIMIT)</b> .....	<b>12</b>
<b>WORK PLAN AND TIMETABLE (2-PAGE LIMIT)</b> .....	<b>14</b>
<b>TRACT TABLE AND FINAL TITLEHOLDER SUMMARY</b> .....	<b>15</b>
<b>SMALL GRANTS EVALUATION QUESTIONS (5-PAGE LIMIT)</b> .....	<b>17</b>
<b>SCORING TABLE</b> .....	<b>18</b>
<b>EVALUATION QUESTION FORMAT</b> .....	<b>18</b>
EVALUATION QUESTION A .....	18
EVALUATION QUESTION B .....	19
EVALUATION QUESTION C .....	20
EVALUATION QUESTION D .....	22
EVALUATION QUESTION E.....	23
EVALUATION QUESTION F.....	23
EVALUATION QUESTION G .....	25
<b>PARTNER CONTRIBUTION STATEMENTS</b> .....	<b>25</b>
PARTNER CONTRIBUTION STATEMENT TEMPLATE.....	27
<b>COORDINATION WITH THE MIGRATORY BIRD JOINT VENTURES</b> .....	<b>28</b>
<b>MAPS OF PROJECT AREA AND TRACT(S)</b> .....	<b>28</b>
PROJECT AREA MAP EXAMPLES.....	30
TRACT MAP EXAMPLES .....	33
<b>GIS SHAPEFILE INSTRUCTIONS</b> .....	<b>36</b>
<b>STANDARD FORM-424S, SF-LLL AND PROJECT ABSTRACT SUMMARY INSTRUCTIONS</b> .....	<b>37</b>
<b>ATTACHMENTS</b> .....	<b>38</b>
<b>PROPOSAL EXAMPLES BY SECTION</b> .....	<b>39</b>
PROPOSAL SUMMARY EXAMPLE .....	40
FINANCIAL PLAN TABLE EXAMPLE.....	41
TRACT TABLE EXAMPLE .....	42
EVALUATION QUESTION A TABLE EXAMPLE .....	42
EVALUATION QUESTION B TABLE EXAMPLE .....	43
EVALUATION QUESTION C TABLE EXAMPLE .....	43
EVALUATION QUESTION F TABLE EXAMPLE.....	45
<b>APPENDIX</b> .....	<b>45</b>
A. EVALUATION QUESTION A PRIORITY NAWCA WATERFOWL SPECIES .....	46
B. BIRD CONSERVATION REGIONS AND EVALUATION QUESTION C PRIORITY NAWCA NON- WATERFOWL SPECIES.....	47

## INTRODUCTION

The following proposal instructions, associated information, and examples are designed to guide applicants already familiar with the purpose, scope, and expectations of the Small Grants Program in preparing and submitting their application. Therefore, to ensure your project proposal's eligibility and to improve its funding potential, **please be sure you first read all of the information provided** on the Small Grants Program's introductory web page and application instructions overview page, located at: <https://www.fws.gov/service/north-american-wetlands-conservation-act-nawca-grants-us-small>.

**These proposal instructions are applicable to U.S. Small Grant Proposals submitted by October 10, 2024.**

## HOW TO MAKE YOUR PROPOSAL SUCCESSFUL

### **Contact the Division of Bird Habitat Conservation (DBHC) with any questions**

DBHC staff is responsible for reviewing each proposal, proposal components, and recipient(s) for eligibility. The rules, regulations and policies that govern financial assistance under a North American Wetlands Conservation Act (NAWCA) grant can be difficult to navigate. It is highly recommended you contact DBHC directly with any questions you may have, especially with questions regarding eligible activities. A proposal will be automatically ineligible if the margins and font style/size are modified from the Proposal Outline Template, or if the proposal is missing enough sufficient information necessary to consider the proposal complete. To review NAWCA U.S. Eligibility Criteria and Processes, visit: <https://www.fws.gov/media/north-american-wetlands-conservation-act-united-states-small-and-standard-grant-proposal>.

### **Eligibility Criteria**

Before you begin preparing your proposal, be sure to read the specific guidelines regarding the eligible use of grant and matching funds, eligible sources of match, and funding-use restrictions provided in the U.S. Eligibility Criteria and Processes document located at <https://www.fws.gov/media/north-american-wetlands-conservation-act-united-states-small-and-standard-grant-proposal>.

Proposals will be deemed ineligible if they do not adhere to the eligibility and cost criteria.

If parts of your proposal are not addressed in the Eligibility Criteria or you are uncertain as to your project's eligibility, please contact the [Small Grants Program](#) or NAWCA Small Grants Coordinators:

Rodecia McKnight at 703-358-2266 ([rodecia\\_mcknight@fws.gov](mailto:rodecia_mcknight@fws.gov)) or Anya Rushing at 703-358-2032 ([anya\\_rushing@fws.gov](mailto:anya_rushing@fws.gov)).

### **Proposal Outline Template and Other Information**

We recommend you prepare the Financial Plan Table and Tract Table before developing the rest of the proposal. These will provide a reference to ensure that the proposal data is consistent throughout all sections. For Proposal Outline Template and other information visit:

<https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-outline>.

### **Migratory Bird Joint Venture**

We highly recommend coordinating with your local Migratory Bird Joint Venture (Joint Venture). Joint Ventures are located throughout the United States and may be able to assist with partnership opportunities: <https://www.fws.gov/partner/migratory-bird-joint-ventures>.

Joint Ventures can assist with bird number information and/or provide guidance on developing your evaluation questions section. Also, Joint Ventures are an advocate for projects in their Joint Venture and will provide proposal rankings during the scoring process, so it is key you include them in the development of your proposal.

**Applying for a NAWCA US Small Grant**

If your organization is registered in <https://www.grantsolutions.gov>, apply for grant opportunity announcements directly. If you are having issues with submitting an application in Grant Solutions, contact Grant Solutions help desk to confirm roles. See ‘Steps to Setting an Account within Grant Solutions’ below.

The instructions to apply for an announcement within Grant Solutions are described below: <https://www.grantsolutions.gov/support/public/pdf/QuickSheetDirectedAnnouncement.pdf>.

**For all non-Federal entities: If a proposal is not submitted through Grant Solutions the proposal will be deemed ineligible.**

Below is a screenshot of the list of mandatory online forms for a submission:

Additional Information to be Submitted	Enclosure(s)	Attachment(s)	Status
Other		2 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓
Project Narrative	<a href="#">View PDF</a> <a href="#">View Original Version</a>	1 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓
Online Forms	Enclosure(s)	Attachment(s)	Status
Project Abstract Summary (Version 2.0)	<a href="#">View Online</a> <a href="#">Print Completed</a> No Comments Entered	1 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓
SF-424 Application for Federal Assistance (Version 4.0)	<a href="#">View Online</a> <a href="#">Print Completed</a>	N/A	✓
SF-424A Budget Information - Non-Construction	<a href="#">View Online</a> <a href="#">Print Completed</a>	1 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓
SF-424C Budget Information - Construction Programs	<a href="#">View Online</a> <a href="#">Print Completed</a>	0 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓
SF-LLL Disclosure of Lobbying Activities (Version 2.0)	<a href="#">View Online</a> <a href="#">Print Completed</a>	0 <a href="#">Uploaded Files</a> 0 <a href="#">Mail-in Items</a>	✓

‘Other’ – Location to upload property documents, NICRA, audit reports, and other supporting documents.

‘Program Narrative’ – Full proposal that includes partner letters and maps in pdf form.

Project Abstract Summary – Must be completed to support award language. See [Standard Form-424s, SF-LLL and Project Abstract Summary Instructions](#) section to complete this summary.

SF-424 – Required for all NAWCA non-federal and federal applicants.

SF-424A – Budget information required on all projects that are non-construction only.

SF-424C – Budget information required for all projects that include construction.

SF-LLL – Disclosure of lobbying activities.

SF-424 B and D - Effective October 28, 2022, the Service no longer requires applicants to submit the "Assurances for Non-Construction Programs (SF-424B)" form or the "Assurances for Construction Programs (SF-424D)" form with their applications.

**After you complete your application, email the application confirmation number (Confirmation number will start with FWS-MB followed by year and six numbers) and GIS shapefiles to**

[nawca\\_smallgrant@fws.gov](mailto:nawca_smallgrant@fws.gov). Grant Solutions does not recognize shapefile format or .zip files, so it must be emailed.

**Federal Applicants:** email proposal and all supporting documents including shapefiles and SF-424 forms, to [nawca\\_smallgrant@fws.gov](mailto:nawca_smallgrant@fws.gov). To download SF-424, SF-424 A or C, and SF-LLL, visit:

<https://grants.gov/forms/forms-repository/sf-424-family>.

Note to ALL Applicants: Grant Solutions.gov, Grants.gov and SAM.gov are free websites. Do not pay for your SAM.gov registration or renewal, and do not provide any information to any scammers who may contact you.

### **Steps to register for SAM.gov + UEI (Unique Entity ID)**

On April 4, 2022, the DUNS number was replaced by the Unique Entity ID (UEI). You must have an active System for Award Management (SAM.gov) registration to apply through Grant Solutions, to receive an award and to be able to receive funds. We strongly encourage applicants to initiate this process at least six weeks before the application deadline. If your organization is registered with SAM.gov but your status is not listed as “active,” you must update your registration prior to submitting an application. You must renew and revalidate the SAM.gov registration at least every 12 months and ensure that all information is current. All active SAM.gov registrants will have their Unique Entity ID (UEI) automatically assigned and viewable within SAM.gov.

### **Steps to Setup Account within Grant Solutions:**

1. To register for a user account, visit <https://home.grantsolutions.gov/home/getting-started-request-a-user-account/>.
2. In “Request a user account”, go to Grant Solutions Self Registration and click on Electronic User Request Form.
3. To complete your Grant Solutions account setup, someone in your organization must be assigned the role of “Grantee Administrative Official/Grantee Authorized Representative”.
4. Once your organization is set up in Grant Solutions, your organization can apply for directed grant announcements within Grant Solutions. Below is a link that explains how to do Apply for a Directed Announcement:  
<https://www.grantsolutions.gov/support/public/pdf/QuickSheetDirectedAnnouncement.pdf>

### **Help desk Support**

Please send all Grant Solutions related Help Desk questions/issues to [help@grantsolutions.gov](mailto:help@grantsolutions.gov). If you do not receive a response or if the response did not resolve the issue, please ask that the ticket be escalated. Very important: enter all requested information under GRANTEE PRINCIPAL INVESTIGATOR (PI/PD) and the GRANTEES ADMINISTRATIVE OFFICER” (ADO). Do not forget the username and the correctly spelled email address. For new applications, submit the form without filling in the requested “grant number”.

### **Formatting**

Your proposal will be automatically ineligible if the margins and font style/size are modified from the Proposal Outline Template. All margins should be 1 inch and font typeface should be “Times New Roman” Size 11 (excluding tables).

### **Property Acquisitions**

Acquisitions have stringent documentation requirements. If your proposal includes property acquisition, including fee simple purchases and conservation easements funded with either grant or matching funds, it is imperative that you review the requirements for real property acquisition assistance stated in the <https://www.fws.gov/media/united-states-grant-administration-standards-north-american-wetlands-conservation-act-and>

### **Proposal Deadlines**

The U.S. Small Program consists of one submission cycle. *Complete* proposals must be submitted by 11:59 pm Eastern Time, **October 10, 2024. We highly recommend that you check your SAM**

**registration and submit proposals days before the deadline in case there are any technical difficulties or unforeseen circumstances that may cause a delay in submitting the proposal.**

### **Timeframe**

All applications are processed in the weeks following the application deadline. Final decisions regarding project selections will be made by the North American Wetlands Conservation Council at its meeting in February 2025.

### **Integrity of Scientific and Scholarly Activities**

In 2011, the Department of Interior (DOI) established a policy to ensure and maintain the integrity of scientific and scholarly activities used to inform management and public policy decisions: DOI Policy, 305 DM 3, "[Integrity of Scientific and Scholarly Activities](#)". The scientific integrity policy applies to the DOI employees, contractors, grant recipients, and volunteers when they analyze or share scientific information with the public or use DOI's information to make policy or regulatory decisions. This policy applies to all funding applications received by the North American Wetlands Conservation Act grant programs. Essentially, the use of false data to leverage grant funds is a direct violation of DOI's scientific integrity policy and requires the refund of any associated federal assistance.

### **Partner Contribution Statements**

We will only accept properly formatted Partner Contribution Statements as verification of partner match. Submitting partner letters that do not follow the format in the guidelines will adversely affect the timely review of a proposal and may result in the contribution being considered as non-match. See the [US Eligibility Criteria and Processes](#) document for more information about non-match funds and partners.

## **MAJOR CHANGES/UPDATES FROM THE FY2024 SMALL GRANT INSTRUCTIONS**

- SF-424, SF424-A or C are all required for NAWCA non-federal and federal applicants.
- Clarification has been provided to not include private landowner names in the official NAWCA proposal title.
- The following items are no longer required on the Project Officer's page:
  - Geographical Information
    - State(s)
    - County(ies)
    - Congressional District(s)
    - JV(s) – moved to Summary Page
    - BCR(s) – moved to Summary Page
    - Project Location zip code(s)
  - Project Officer Title
  - Applicant Organization Address
  - Unique Entity ID (UEI) Number
- Projects that include a statewide project area with to be determined (TBD) tracts may indicate "statewide" instead of listing all counties within the state.
- Pre-award cost statement is now included on the Project Officer's Page and a response is required. Pre-award costs will not be authorized for activities that are not stated clearly in the pre-award cost statement in the Proposal. See the [Project Officer's Page](#) and [Work Plan](#) for additional pre-award information.
- Total indirect costs can be lumped in the Financial Plan Table. Indirect Cost Rate tables for each tract are no longer required.
- Evaluation Question A updates:

- a. Narrative in Evaluation Question A was removed except for projects that contain tracts that have not yet been identified. Evaluation Question A allows for estimated numbers when sufficient data is not available, and the table has been reformatted.
- b. The list of priority waterfowl has been revised to follow the updated North American Waterfowl Management Plan (NAWMP) Species Prioritization (2023 Revision) report. Evaluation Question A list of priority waterfowl is now in [Appendix A](#) and follows the same high/medium/low prioritizations as in the report.
- Evaluation Question B updates:
  - a. Evaluation Question B was revised after consultation with the FWS National Wetlands Inventory staff to follow the recently released 2019 Wetland Status and Trends Report.
  - b. Palustrine scrub-shrub (PSS) was moved from increasing to decreasing. Estuarine sub-tidal (E1) was moved from stable to increasing. Palustrine rock bottom (PRB) and estuarine intertidal aquatic bed (E2AB) were removed from the table – these wetland types are not differentiated in the Status and Trends study and are already included in the PUB and E2US types, respectively.
- Evaluation Question C was revised to include ‘estimated’ numbers and the table was reformatted. **Additional guidance has been provided to assist with answering this question.**
- Funding categories were removed from Evaluation Question B and Evaluation Question F tables.
- Narrative for Evaluation Question D was removed. Evaluation Question D is in table format that should list species and benefits only.
- Moved Tract Table location to after the Work Plan.
- In addition to the project area map, individual tract maps are now required. Examples have been provided in the maps section of these instructions. The GIS shapefile must also include the project area and individual tract polygons.
- [SF-424 completion guidance](#) has been updated to complement Grant Solutions application process.
- [Proposal email attachments](#) section has been updated to provide more guidance about how to submit easements, leases, and deeds; approved Negotiated Indirect Cost Rate Agreement (NICRA); SF-FAC reporting statement; and GIS Shapefile to [nawca\\_smallgrant@fws.gov](mailto:nawca_smallgrant@fws.gov).

## PROJECT OFFICER'S PAGE

To download the full Proposal Outline Template, visit:

<https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-outline>

**Please do not include a cover/transmittal letter at the beginning of the proposal.** The Project Officer's page must be the first page of the proposal. Do not adjust margins on the Project Officer's Page. The information below in italics is intended to assist you as you complete the blank proposal outline.

**What is the proposal title?** *Do not include private landowner names. Due to database limitations, it is critical that the title be limited to 80 characters (including spaces) and that phased proposals retain the original title with only the phase number changing. Enter a short, descriptive, and unique title, such as "Falcon Bottoms," "Turtle Bog Marsh," or "Great Bay." If the proposal is a phase of an earlier funded proposal, use the same title as the earlier proposal and include the appropriate Roman numeral to denote that this is a subsequent proposal, such as "Falcon Bottoms II."*

**What is the date you are submitting the proposal?**

### **Project Officer Information:**

1. Name: *The Project Officer **MUST** be the primary point of contact for the project and **MUST** be affiliated with/employed by the grantee's organization. List the person who will be managing the project activities, filing reports, and communicating with DBHC. Please note, this will be the only person DBHC communicates with regarding the project.*
2. Organization: *Full, legal name of Applicant Organization. If the organization entered here is not the grantee organization, please explain. (See the most recent Eligibility Criteria and Processes)*
3. Project Officer's Work Address: *City, State, Zip+4 where available (No P.O. Box Address). This should not be a personal address*
4. Telephone number: *List the numbers at which the Project Officer can be reached, including work and cell numbers.*
5. Email address:
6. Additional contacts: *We require a single Project Officer, but please list another contact who may communicate with us pre- or post- award about the project if the Project Officer is unavailable. The project officer must be fully engaged in the proposal and project process. Provide name(s), email(s), and phone number(s).*

**Will any of the NAWCA funds requested as part of this proposal be received or spent by the U.S. Fish and Wildlife Service or another Federal agency? Yes/No**

If yes, which agency(ies) will receive these funds and what is the fund amount:

Agency \_\_\_\_\_ Amount \_\_\_\_\_

**Is Federal non-match involved in your proposal? Yes/No**

DBHC will need to ensure the Federal program approves of NAWCA claiming an interest in the total achievements. The proposal **MUST** clearly identify why these acres are non-federal. Non-match cannot be claimed for a portion of the acres. Please provide contact information for the Federal non-match program in order to confirm that the two Federal programs are compatible to pool costs and achievements. See the U.S. Eligibility Criteria and Processes document for further information regarding pooling of non-federal funds.

**Does this proposal include acquisition activities that will add to the National Wildlife Refuge System (NWRs)? Yes/No**

If yes, please indicate which NWRS program the acquisition(s) will be added to: National Wildlife Refuge (NWR) and which one(s), Waterfowl Production Area (WPA) and which one(s), or Small Wetland Acquisition Program (SWAP).

**Will any portion of any tract or activities associated with any tract be used to satisfy wetland or habitat mitigation requirements under Clean Water Act, Rivers and Harbors Act, Fish and Wildlife Coordination Act, Water Resources Development Act, ecological service credits or other related statutes now or in the future? Yes/No**

If yes, please highlight and provide details in the appropriate financial plan narrative/work plan section.

**Have you confirmed that all partners, key personnel, and contractors are eligible to participate in Federal grants? Yes/No**

*Project Officer must confirm that parties are eligible to participate in federal grants by checking the Federal Excluded Parties List at: <https://sam.gov/content/exclusions>. If an ineligible party participates in a federally funded project, all or a portion of the federal funding may be terminated.*

**Briefly describe qualifications and experience of key personnel (1-2 sentences per individual) who will be providing project implementation assistance (e.g., financial officer, project officer, key field staff, etc.):**

**Please verify that you understand that as a condition of receiving NAWCA funds you will be required to maintain the match to grant ratio as outlined within your selected proposal and detailed within your award. Yes, I understand/No, I do not understand**

**To ensure that the proposal complies with available guidelines and that partners are aware of their responsibilities, the Project Officer certifies to the following statement:** I have read the FY2025 Small Grant proposal instructions, eligibility information, and applicable U.S. grant administration policies and informed partners or partners have read the material themselves. To the best of my knowledge, this proposal is eligible and complies with all NAWCA, North American Wetlands Conservation Council, and Federal grant guidelines and the information submitted herein is true and correct. The work in this proposal consists of allowable and eligible work and costs associated with long-term wetlands and migratory bird habitat conservation. *If habitat or migratory bird benefits described in the proposal are found to be grossly exaggerated and/or intentionally misleading, the proposal may be declared ineligible, or any resulting awards may be fully or partially terminated.*

---

Sign & date

**Audit reports.** If the applicant organization expended more than \$750,000 of federal funds during the last calendar year, please include a copy of your most recent of SF-FAC that was submitted to the Federal Audit Clearinghouse. If your organization did not expend more than \$750,000 of federal funds last year, please certify that the Single Audit (formerly A-133) was not required.

**Required Overlap/Duplication Statement: ATTENTION!** Applicants must provide a statement that addresses whether there is any overlap between the proposed project and any other active or anticipated projects in terms of activities, costs, location, or time commitment of key personnel. If any overlap exists, applicants must provide a description of the overlap in their application. Applicants must also state if the proposal submitted for consideration under the program is/is not in any way duplicative of any proposal that was/will be submitted for funding consideration to any other potential funding source (Federal or non-Federal). If such a circumstance exists, applicants must detail when the other duplicative proposal(s) were submitted, to whom (entity name and program), and when funding decisions are expected to be announced. If at any time a proposal is awarded funds that would be duplicative of the funding requested

from the Service, applicants must notify the Service point of contact for this funding opportunity immediately. ***Should an applicant leave out or not provide all relevant information regarding overlap/duplication during the application and scoring phase, the proposal will be deemed ineligible.*** *This requirement can be a few short sentences explaining whether there is any overlap between or among proposed projects. For instance, you will need to include an overlap statement if you submitted a tract(s) for funding consideration in a NAWCA Small Grants proposal and also submitted that same tract(s) for consideration under a U.S. Standard Grants proposal (or vice versa).*

**Pre-award Cost Statement:** *Pre-award costs are defined as costs that were incurred after a Proposal is received by the FWS Program Office and before a Grant Agreement is issued, and therefore they are incurred at the applicant's risk. Please indicate here whether or not pre-award costs are requested. To qualify for pre-award cost reimbursement, recipients must clearly demonstrate that the pre-award activities are necessary and reasonable for accomplishing the overall program objectives. Costs must have otherwise been approved had they occurred within the project period. **DBHC will not approve pre-award costs for work performed that did not have written approval to incur those costs or requires compliance documentation.** Provide a detailed description of what requested costs will cover for each tract (e.g. permitting, project design, staff time, etc).*

**Do you have any comments about, or suggestions for, the NAWCA program?** You may provide comments with this proposal or send them at any time by email to: [nawca\\_smallgrant@fws.gov](mailto:nawca_smallgrant@fws.gov).

### PROPOSAL SUMMARY (1-page limit)

The proposal summary is the only narrative material provided to the North American Wetlands Conservation Council, so it must be descriptive and succinct. We recommend that you write the summary after you have written the rest of the proposal, as this will help to ensure that information in the Summary is consistent with the rest of the proposal. **The Proposal Summary must follow the format provided in the blank proposal outline exactly, including margins, spacing, font size, etc.** Please review the [Proposal Summary Example](#).

#### A. General Requirements

1. The Proposal Summary will be used as a stand-alone document and will be subject to editing by the U.S. Fish and Wildlife Service. Start the Proposal Summary on a new page.
2. Do not number Proposal Summary pages. Start with the Financial Plan Table as page 1, and sequentially number all remaining pages.
3. **All Proposal Summary totals, and Financial Plan totals must agree. Dollar and acreage amounts must be consistent throughout the proposal.**
4. The Proposal Summary must follow the format provided in the Proposal Outline exactly and **must not exceed one page**. All margins must be 1 inch. Failure to adhere to margin requirements will affect eligibility of your proposal.
5. Format must be a PDF version.
6. Font size: 11 point and Font type: Times New Roman. Failure to adhere to font size requirements will affect the eligibility of your proposal.
7. The information in the Proposal Summary must exactly match the information provided elsewhere in the proposal.

#### B. Specific Requirements

1. Center "NORTH AMERICAN WETLANDS CONSERVATION ACT PROPOSAL SUMMARY" in all capital letters at the top of the page and center the project title and state(s) beneath. Do not use

private landowner names in title. If the proposal is a phase of an earlier funded proposal, use the title of the earlier proposal with an appropriate Roman numeral denoting the phase number.

2. All other information is left justified, without indentation, except for financial totals on the right side of the page, which are right justified.
3. Type the header for each paragraph category in all capital letters (e.g., COUNTY(IES), STATE(S), CONGRESSIONAL DISTRICT(S)).
  - **Note:** If the project area includes the entirety of a state and there are to be determined (TBD) tracts in the proposal, please list the state and indicate “statewide” instead of listing all counties within that state. If the project area includes the entirety of a state but all tract locations are known, then provide the list of counties that the tracts are located in.
  - Joint Venture(s): Identify the Migratory Bird Joint Venture area(s) by visiting the [USFWS JV Directory website](#) or download the [JV GIS shapefile](#).
  - BCR(s): Identify the Bird Conservation Region BCR(s). Visit <https://nabci-us.org/resources/birdconservation-regions-map/> or download the [BCR GIS shapefile](#).
4. Using the prescribed format in the Proposal Outline, provide the requested information for each category. **However, do not include categories if no information for that category exists.** For instance, if there is no restoration work being done, do not include a “Restored” line in the “ACTIVITIES, COSTS, AND ACRES” section.
5. Enter the total grant amount on the right side of the page, right justified, on the same line as the header “GRANT AMOUNT.” Enter the name of the organization(s) that will be allocated grant funds after the “Allocation:” header (normally, this will be the Grantee organization and (if applicable) any Federal entity receiving grant funds, which administers the funding as planned in the proposal). Enter the allocation amount after the organization(s) name. Enter the total for MATCHING PARTNERS, and the total for ACTIVITIES, COSTS, AND ACRES each on the same line as their respective headers, in alignment with the total grant amount.
6. MATCHING PARTNERS: Enter the grantee organization and contribution (if applicable) immediately underneath the category header. List the matching partners and their contributions under the grantee. Provide the full partner name; do not abbreviate. List the individual match contributions in tabular format.
7. GRANT AND MATCH – ACTIVITIES, COSTS, AND ACRES: Insert the total costs and acreage associated with the grant and match funds to the right on the same line as the header (right justified). Under the header, list one or more appropriate activities, costs, and acreages from the following activity categories: Fee Acquired; Fee Donated; Easement(s) Acquired; Easement(s) Donated; Lease(s) Acquired; Lease(s) Donated; Restored; Enhanced; Wetland Established; Other; Indirect Costs. **List the activities in that order, but do not list categories in which no activity will take place.** After each category listed, indicate the amount being expended in tabular format, then type a slash (/) and the total acreage involved. If building envelope acres are involved with any activities, ensure that these acres are not included in the acreage totals for the proposal.
  - Include only those activities, costs, and acres associated with grant or match funds. See the instructions for the Financial Plan Table for contributions from non-match funds.
  - If acquired acreage also will be restored or enhanced in the current proposal, place parentheses around the restored or enhanced acreage to show that they have already been accounted for under the acquired category. These are referred to as non-additive or non-add acres. Non-add acres should also be indicated if project activities are occurring on a property that has been part of a previous NAWCA project.

In the following simplified example, 100 new acres are to be acquired in Fee Title using grant and/or match funds.

- 80 new acres are to be restored using grant and/or match funds; 20 of the 100 acres acquired in fee in this project are also restored – (20); an additional 30 acres acquired in a previous NAWCA project will also be restored – (30).

- 50 new acres are to be enhanced using grant and/or match funds; 30 of the 100 acres acquired in fee are also enhanced – (30); an additional 40 acres acquired in a previous phase will also be enhanced – (40).

GRANT AND MATCH – ACTIVITIES, COSTS, AND ACRES	\$150,000/230 (120) acres
Fee Acquired	\$75,000/100 acres
Restored	\$34,000/80 (50) acres
Enhanced	\$40,000/50 (70) acres
Other	\$1,000

8. **NON-MATCHING PARTNERS: List all non-matching partners and contributions in the same format as for matching partners. Only list contributions; do not include acres or activities.**
9. **PROPOSAL PURPOSE AND DESCRIPTION:** Summarize the proposed goals and objectives to be completed during the two-year project period. Ideas to include but are not limited to:
  - What activities are being proposed?
  - Where will the activity(ies) be located (e.g., on a Refuge, private land, near a conservation area)?
  - Is a Joint Venture involved and/or benefiting?

NOTE: Please refer to the [U.S. Eligibility Criteria and Processes](#) for all eligible activity definitions.

### FINANCIAL PLAN TABLE (3-page limit)

**NOTE: Landowner and tract names must be consistent throughout the proposal.**

See the Proposal Outline for Word format template <https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-outline> or download an Excel version here: <https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-table-template>.

**Remember grant funds can only be used to fund activities that occur AFTER the grant proposal is received (pre-agreement period) and/or during the two-year grant period.** Activities completed prior to receipt of the proposal are ineligible for grant funding. **Pre-agreement costs are not authorized for any work that requires environmental clearances.**

#### A. General Requirements

The proposal should contain a detailed budget table showing total project costs in the following format:

1. Use the financial plan template provided in the Proposal Outline. Modify the number of partner and activity rows as needed. Delete activity rows that do not apply to the proposal.
  - Alternatively, you may download and use an Excel version of this table here: <https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-table-template>.
  - Export the Excel version to a PDF and insert it into the Proposal Outline after the Proposal Summary page.
2. Identify each tract (or logical groupings of tracts) using a consistent method on all maps and throughout the proposal. Show all costs covered by the grant, each matching partner, and each non-matching partner for all grant/match tracts. Non-match should not be listed in the table unless it has been pooled with grant/match dollars to accomplish grant/match acres. **Entirely non-match tracts and activities should not be included in the table.**
3. For all grant expenditures, list the partner who will be spending grant funds on the same line item.
4. You may show grant and one partner's contribution on one line for the same tract if that partner will be receiving grant funds, but do not combine different partner contributions on the same line. For example, if there are 10 separate partners contributing to fee acquisition for a particular tract, then there should be 10 separate partner entries for that tract. Add lines to the table as needed. In the

**Financial Plan Table Example**, multiple lines were added under “Land Costs: Fee Acquired” to demonstrate separate lines for each partner. In the example, lines were added under “Land Costs: Fee Acquired” because different tracts are affected, and they should not be lumped.

5. Separate match funds into "Old" (spent prior to proposal submission) and "New" (to occur after proposal is submitted and during the Grant Agreement period).
6. Include indirect costs as one line-item total and in the tract ID column include tract(s) claiming indirect costs.
7. Show each private landowner by name, contribution amount, and tract if they are contributing to grant/match acres.
8. **For acres being acquired, restored, enhanced, or established by pooling both grant/match funds and non-match funds, and in which NAWCA will acquire an undivided interest in those acres, list the total costs in either grant or match in the table, as appropriate.** Do not pro-rate acres between grant or match (See item 2 for clarification on when to include non-match).
9. Below the Financial Plan Table in the Partner Information section, list each sub-grantee who will receive, as part of this proposal, any of the following:
  - Federal grant funds or “new” matching funds,
  - Property (e.g., land structures, dikes, levees, earthen dams, equipment, supplies) that will be purchased with Federal grant or matching funds, or
  - Property committed as “new” match.
  - Contractors or vendors who will be paid for the purchase of goods, construction, planting, or services for the purposes of the project are NOT considered sub-grantees.
10. **Please check the figures listed to ensure they correspond with the budget numbers listed elsewhere in the proposal** (e.g., in the **Project Summary, Financial Plan Table, Partner letters and SF 424(s)**). **The amounts throughout the proposal must agree!**

**Conflict of Interest:** Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.112, applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) Applicability.

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in 2 CFR 200.318 apply.

(b) Notification.

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients. OMB Control No. 1018-0100 How to Apply for a NAWCA U.S. Small Grant (updated 31 August 2023).

(c) Restrictions on lobbying. Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

(d) Review procedures. The Financial Assistance Officer will examine each conflict-of-interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Contact DBHC for additional information or guidance.

## WORK PLAN AND TIMETABLE (2-page limit)

### A. Project Description and Scope of Work

Provide short summaries containing all the following project information:

**1. Project need:**

**2. Purpose, goals, and objectives:**

*First describe the immediate, one- or two-year project. Include the overall purpose, the number of affected acres of wetlands and wetland-associated uplands with a brief description of how they will be affected, and any other information necessary to convey an understanding of what the project involves and what it will accomplish. Then, if your project is part of a broader effort, explain how this specific project fits into the bigger picture.*

**3. Identify, by tract, work to be done and by whom:**

*Provide, in detail, activities and on-the-groundwork that will be accomplished in order to achieve larger project goals.*

**4. Holder of NAWCA conservation interest(s) by tract (fee title, easement, lease, etc.):**

*Answer the above question and state whether your proposal will use grant funds to acquire property and who will hold title. If the title to the property is not being transferred/donated to the National Wildlife Refuge System (NWRS), then confirm that the property in question does not lie within the boundary of a National Wildlife Refuge (NWR), Waterfowl Production Area (WPA), or Small Wetland Acquisition Program (SWAP). If you are uncertain, you can contact the realty officer at your nearest Refuge. To find information about the Wildlife Refuges in your area, please visit:*

*<https://www.fws.gov/visit-us/refuges>.*

*You can also download GIS shapefiles of the NWRS acquisition boundaries by region at: [https://gis-fws.opendata.arcgis.com/datasets/dae48a3dcd654e7ea09d386cae052eab\\_0/explore?location=9.285538%2C0.000000%2C1.95](https://gis-fws.opendata.arcgis.com/datasets/dae48a3dcd654e7ea09d386cae052eab_0/explore?location=9.285538%2C0.000000%2C1.95)*

**5. Identify, by tract, the grantor/seller of conservation interests:**

**6. For Acquisition projects (including e.g., fee title, easement, contracts, leases), please address the following:**

**A. Does the fee title include building envelope(s)? If so, how many acres?**

**B. If mineral and water rights are severed or included. If severed, please explain:**

**C. Please identify any existing leases and describe any allowed/prohibited activities resulting from these leases.**

**D. Describe how the acquisition activities will enable better management, create a restoration opportunity, or if they are needed because the site is currently valuable habitat vulnerable to development.** Fee acquisition of lands already protected by a conservation easement must be justified.

**7. For Habitat restoration, enhancement, and establishment activities:**

**A. Identify specific habitat types and plant communities affected by project activities.** Those habitat types should be identified in Joint Venture implementation plans or similar documents.

**B. If a tract includes invasive species treatments or implementation of any type of fencing material, include answers to these questions:**

- What invasive species are present and how will the invasive species be treated (e.g., mechanical, or chemical application)? If mechanical, explain what will be done. If chemical

application, what kind of chemical will be used and how many applications will be done? If other control methods will be used, please describe.

- What is the expected duration of the treatment(s)?
- Who is responsible for maintaining the invasive species control after the treatment and for how long?
- If working with private landowner(s), is there an agreement involved?
- How will the invasive species treatments affect the acres over time?
- Is the fencing wildlife friendly? If so, how will it improve nearby habitat conditions and not impede wildlife movement? For more information on wildlife friendly fencing, please find the suggested document for reference:

<https://fwp.mt.gov/binaries/content/assets/fwp/conservation/land-owner-wildlife-resources/mt-fence-guide-second-edition.pdf>

- Who is responsible for maintaining the fencing over time?

**8. Equipment: Please list project equipment required to complete project activities and identify if equipment will be purchased or leased. If purchasing equipment, this should be identified as a line item in the financial table.**

**9. Expected results and how they will be monitored throughout the full duration of the benefit period:**

**B. Timetable**

Complete the following timetable that highlights the accomplishment of major activities. The timetable should:

- Identify matching activities that were completed before the grant proposal was received (this is called old match and cannot be older than two years before 1 January of the year of proposal submission).
- Identify match and grant activities to be completed either during the project period (2 years) or during the pre-agreement period, which begins the day after the proposal is received by USFWS and ends when the award is received.
- **Reminder: Pre-agreement costs are not authorized for any work that requires environmental clearances.** To qualify for pre-award cost reimbursement, recipients must demonstrate in the proposal that the pre-award activities are necessary and reasonable for accomplishing the overall program objectives and would have been approved had they occurred within the project period. Recipients should include a statement on whether or not pre-award costs are requested in the Project Officer’s Section of the proposal. DBHC will not approve pre-award costs for work performed that did not receive prior written approval from DBHC prior to incurring those costs, or for work performed that required compliance documentation.
- Provide completion dates for old match activities and estimated completion dates for new match/grant activities.
- Add or delete activity rows as necessary

<b>Timetable of Project</b>	<b>Funding Type</b>	<b>Completion Date</b>
Pre-Grant Period Activities		
Project Period Activities		

Funding Type: (G = Grant, OM = Old Match, NM = New Match, NO = Non-Match)

---

**TRACT TABLE AND FINAL TITLEHOLDER SUMMARY**

Ensure that **each** tract involved in the proposal is identified in all relevant sections of the proposal (Summary, narratives, tables, Evaluation Questions, etc.). For any tract(s) that is/are not yet identified, complete the Tract Table as thoroughly as possible, explain why the tract(s) is/are not yet identified and describe the methods to be used to select the tract(s).

Please provide the following information for each tract (See [Tract Table Example](#)):

- Tract Identification: use the same name or number throughout proposal. If a tract has multiple activities (e.g., Fee Acquired and Restored) **create a separate line for each activity**.
- Activity Type: Fee Acquired, Fee Donated, Easement Acquired, Easement Donated, Lease Acquired, Lease Donated, Restored, Enhanced, Wetlands Established.
- Wetland and upland acres within each tract. Be sure to also include any non-add acres in parentheses, if applicable.
- Public Access: Include total amount of acres that will be open to public access (see definition in Evaluation Question G).
- Funding category: List Grant, old match, new match and/or non-match. Non-match should be pooled with Grant and/or match funds.
- Funding source: List NAWCA and/or abbreviated partner names.
- The county and state the tract is located in.
- A central tract location latitude/longitude point in decimal degrees (Example: 38.752906, -77.1084432).
- Title holder (name) after the project is completed. For easements, give both the fee and easement holders.
- Total acres summary line at the bottom of the Tract Table.

**The tract location (latitude/longitude) information in decimal degrees is mandatory.**

**Landowner and tract names must be consistent (i.e., have the same name) throughout the proposal.**

Below the table, complete the Final Titleholder Summary. Acreage total should match the Summary Page data.

**NOTE:** If your proposal is funded, you will be asked for actual accomplishments of your proposal in this format as part of your final report. This data will be used in Government Performance and Results Act reporting.

**Tract Table Format:**

Tract ID	Activity Type	Wetland Acres	Upland Acres	Public Access	Funding Category	Funding Source	County and State	Central Tract Location in Decimal Degrees	Final Title Holder
Tract				# Open Acres					
Tract				# Open Acres					
Tract				# Open Acres					

Total Acres		Total # Wetland Acres	Total # Upland Acres	Total # Open Acres					
-------------	--	-----------------------	----------------------	--------------------	--	--	--	--	--

**Funding Categories:** (G = Grant, OM = Old Match, NM = New Match, NO = Non-Match)

**FINAL TITLEHOLDER SUMMARY:**

**SMALL GRANTS EVALUATION QUESTIONS (5-page limit)**

The [North American Wetlands Conservation Act](#) specifies criteria to be used to evaluate proposals. The criteria are captured in the following seven Small Grants Evaluation Questions.

- Question A** – [How does the proposal contribute to the conservation of waterfowl habitat?](#)
- Question B** – [How does the proposal relate to the national status and trends of wetland types?](#)
- Question C** – [How does the proposal contribute to the conservation of other wetland-associated migratory birds?](#)
- Question D** – [How does the proposal contribute to the conservation of habitat for wetland associated, Federally listed or proposed endangered species; wetland-dependent Species of Greatest Conservation Need \(SGCN\) from the appropriate State Wildlife Action Plan \(SWAP\); and other wetland-associated fish and wildlife that are specifically involved with the proposal?](#)
- Question E** – [How does the proposal satisfy the partnership purpose of the North American Wetlands Conservation Act?](#)
- Question F** – [How does the proposal contribute to long-term conservation of wetlands and associated habitats, climate change, and changing environmental conditions? Are there any considerations not previously mentioned in the other Evaluation Questions that should be factored into the evaluation of the proposal?](#)
- Question G** – [To what degree does the proposal allow public access? Is hunting and fishing allowed on all tracts?](#)

Evaluation Question format follows. The questions should include:

1. All seven questions must be answered in **no more than 5 pages total**, including all text and tables. Margins must be 1 inch with Times New Roman size 11 font throughout (not including tables). To stay within the page limit, avoid adding links to lengthy documents, such as publications.
2. Answer each question separately. The questions and tables are available in the Word Proposal Outline: <https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-outline>. Tables are also available in Excel workbook format: <https://www.fws.gov/media/north-american-wetlands-conservation-act-us-small-table-template>. Insert any tables completed in Excel into the Word Proposal Outline in the appropriate places.
3. Answers should cover benefits derived from completed match funded work in the proposal that occurred within the past two years, and grant and match funded work that will occur during the two-year Assistance Award period.
4. Be as qualitative and as quantitative as possible.
5. Select the best methods to provide as much information as possible (such as giving species, abundance and seasonal use information in a table followed by a narrative, where applicable), while adhering to format and proposal length guidelines. When sufficient data does not exist, use estimates for determining the number of species benefits or abundance.
6. Do NOT include benefits to a larger area, such as previous or future phases of the current proposal area.
7. Include all habitat types (not just wetlands).
8. Make sure acreage figures are consistent with those given elsewhere in the proposal.

9. Include only benefits from actions covered by the proposal. For example, if the proposal includes acquisition of sites that need restoration, but restoration is not part of the proposal, do not include restored habitat values in answers to the questions. Note that unless restoration is also included in the proposal, proposals for acquisition of degraded wetlands will be evaluated on the basis of the degraded condition and subsequent resource benefits.
10. Reviewers assign points based on information in the proposal. In addition, reviewers evaluate the questions and the proposal in relation to the group of proposals under review.
11. Review the [U.S. Grant Administration Standards document](#) to see how the Evaluation Questions will be incorporated into the Assistance Award/Grant Agreement.

### SCORING TABLE

Small Grants Evaluation Questions	Maximum Points
<b>Waterfowl / Wetlands</b>	
A. Waterfowl	3
B. Wetland Types	2
<i>Subtotal</i>	<i>5</i>
<b>Nongame Species</b>	
C. Nongame and Other Wetland-Associated Migratory Birds	2
D. Federally Endangered Species and Species of Greatest Conservation Need (SGCN)	2
<i>Subtotal</i>	<i>4</i>
<b>Other Considerations</b>	
E. Partnerships	2
F. Long-Term Conservation and Special Considerations	2
G. Public Access	2
<i>Subtotal</i>	<i>6</i>
<b>Grand Total</b>	<b>15</b>

### EVALUATION QUESTION FORMAT

#### EVALUATION QUESTION A

#### How does the proposal contribute to the conservation of waterfowl habitat?

To assist you with developing Question A, contact the [Migratory Bird Joint Venture](#) for your project’s area for guidance on completing this section. Complete the table below using the priority waterfowl species lists provided in [Appendix A](#), indicating the species that will be affected by **grant and match work** (do NOT include non-match). Under “Explanation of Benefits”, succinctly explain how the proposal will impact waterfowl species. If the proposal is a phase of an ongoing project, address only the current phase activity/acreage. **All narrative information should be within the table below.**

For the species listed in the table below (see [Evaluation Question A Table Example](#)) please do not overestimate how many individuals/pairs will use the grant and match tracts after the proposal is completed and for what life cycle stage(s).

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits <b>(Identify individual tracts)</b>

High Priority			
Species (under each category, add additional rows for each applicable species)			
Medium Priority			
Species (under each category, add additional rows for each applicable species)			
Low Priority			
Species (choose up to 5 species in this category, add additional rows for each applicable species)			

If tracts are not yet identified, briefly explain what procedure will be used to ensure that high quality habitat is targeted.



### EVALUATION QUESTION B

#### How does the proposal relate to the national status and trends of wetland types?

Provide a brief narrative to describe upland habitats (e.g., cropland, grassland, forest) and the relationship to wetlands and migratory bird conservation (i.e., reason for including in proposal).

Complete the following “Status, Types, and Acres of Wetlands” table (see [Evaluation Question B Table Example](#)).

- For more information about wetland functions, maps, the classification system/types/codes used below, and national and regional status and trends, visit the National Wetlands Inventory (NWI) website: <https://www.fws.gov/program/national-wetlands-inventory>. Contact regional Joint Venture Coordinators for state or regional information. Not all wetland types are listed below, but they are given in the Cowardin report on the NWI website.
- In Section A, list the match and grant acreage by activity for each wetland type or group of types.
- In Section B, list the acreage by type or group of types for each tract.
- **DO NOT INCLUDE NON-ADD ACRES (NORMALLY INDICATED WITH PARENTHESES) OR NON-MATCH ACRES IN THIS TABLE.**
- **For both sections, only use those activity rows required for your proposal. Please ensure the**

acreage totals provided in Evaluation Question B match those totals provided on the summary page.

If your proposal is funded, you will be required to submit annual reports that compare actual accomplishments with the acreage figures and habitat types given here. Additionally, you will be asked for actual accomplishments of activities stated within your proposal in this format as part of your final report. This data will be used to determine the success of your proposal.

STATUS, TYPES, AND ACRES OF WETLANDS													
Note: Types subsidiary to types listed below have the same status.													
ACTIVITY AND TRACTS IN THE PROPOSAL	DECREASING				STABLE		INCREASING				NO TREND DATA	UPLANDS	TOTAL
	PEM	PFO	PSS	E2Veg	L	R	M2	PUB	E1	E2US	PML		
<b>SECTION A</b>													
Fee													
Easement													
Lease													
ACQUIRED TOTAL													
RESTORED													
ENHANCED													
ESTABLISHED													
TYPE TOTALS													
STATUS TOTALS													
GRAND TOTALS													
<b>SECTION B</b>													
Tract ID													
Tract ID													
Tract ID													

**E1** = Estuarine Subtidal, **E2US** = Estuarine Intertidal Unconsolidated Shore (E2US, Estuarine Intertidal Unconsolidated Shore and E2AB, Estuarine Intertidal Aquatic Bed), **E2Veg** = Estuarine Intertidal Vegetated (E2EM, Intertidal Emergent Marsh; E2FO, Estuarine Forested; and E2SS, Estuarine Intertidal Scrub-Shrub), **L** = Lacustrine, **M2** = Marine Intertidal, **PEM** = Palustrine Emergent, **PFO** = Palustrine Forested, **PML** = Palustrine Moss-Lichen, **PSS** = Palustrine Scrub-Shrub, **PUB** = Palustrine Unconsolidated Bottom (PUB, Palustrine Unconsolidated Bottom; PAB, Palustrine Aquatic Bed; PRB, Palustrine Rock Bottom; and PUS, Palustrine Unconsolidated Shore), **R** = Riverine. Upland category may include restored cropland.

---

### EVALUATION QUESTION C

**How does the proposal contribute to the conservation of other wetland-associated migratory birds?**

To assist you with developing Evaluation Question C, contact the Migratory Bird Joint Venture for your project's area for guidance on completing this section: <https://fws.gov/partner/migratory-bird-joint-ventures>.

**Note:** The National Bird Conservation Plans websites provide further information (with contact information for the plan coordinators):

- North American Waterfowl Management Plan: <https://nawmp.org/>
- Partners in Flight (songbirds): <https://partnersinflight.org/what-we-do/science/plans/>
- North American Waterbird Conservation Plan: <https://www.fws.gov/partner/north-american-waterbird-conservation-plan>
- U.S. Shorebird Conservation Plan: <https://www.shorebirdplan.org/> or <https://www.shorebirdplan.org/science/assessment-conservation-status-shorebirds/>
- National Migratory Bird Priority Plans and US Coastal Zone Interactive Mapper: <https://fws.maps.arcgis.com/apps/MapSeries/index.html?appid=632303c8dd8547e19b2b3198fac45078>

Using the table format below (see [Evaluation Question C Table Example](#)), succinctly describe the impact of the grant and match work on selected species. Do NOT include benefits from non-match work, and address only non-waterfowl species. **All narrative information should be within the tables below.**

- Which species or population will benefit and in which Bird Conservation Region (BCR)?
- For the species in the table format below (see [Evaluation Question C Table Example](#)), estimate how many individuals/pairs will use the grant and match tracts after the proposal is completed and for what life cycle stage(s) (breeding, migration, or wintering).
- Check eBird and talk to your Joint Venture(s) to see what birds occur where and at what abundance.
- Explain how the abundance numbers were determined.
- Please do not overestimate.
- How will the proposal activities positively affect the species and improve habitat quality?

**A. Priority bird species:**

**Identify up to 5 priority bird species from the BCR lists ([Appendix B](#)) at the end of these instructions** that best demonstrate the benefits of the proposed activities to non-waterfowl species. Use habitat and population objectives from the species in the BCR (reference the BCR lists at the end of these instructions); for more information on BCRs, see <https://nabci-us.org/resources/bird-conservation-regions-map/>.

Species/BCR #	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)

**B. Other wetland-associated bird species:**

**Identify up to 5 bird species not included in the priority species lists provided in Part A** above that help demonstrate the benefits of the project activities to non-waterfowl species.

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)

---

---

**EVALUATION QUESTION D**

**How does the proposal contribute to the conservation of habitat for wetland associated, Federally listed or proposed endangered species; wetland-dependent Species of Greatest Conservation Need (SGCN) from the appropriate State Wildlife Action Plan (SWAP); and other wetland-associated fish and wildlife that are specifically involved with the proposal?**

**Note:** For more information on Federally listed species and critical habitat, visit the U.S. Fish and Wildlife Service’s Endangered Species Program website: <https://www.fws.gov/program/endangered-species>. Click on Species Information or visit <https://ecos.fws.gov/ecp/> for comprehensive species-specific information. Visit the Service’s Endangered Species Program contacts page <https://www.fws.gov/program/endangered-species/contact-us> for more information in a regional or state context. Under A and B below, list species that will be affected by the grant and match work (**do NOT include non-match tracts**) and succinctly provide the additional requested information to explain how the proposal will affect the species. **All narrative information should be within the tables below.**

**A. Federally Threatened, Endangered, or Proposed candidate species:**

List a **MAXIMUM OF 5 species**.

- What species will utilize the proposal area?
- Within the explanation of benefits section of the table, information provided for each species should answer:
  - How will the proposal improve habitat quality?
  - Importance of each tract or logical groupings of tracts in the proposal to the species.

Species	Explanation of Benefits

**B. Wetland-dependent species of greatest conservation need (SGCN) from the appropriate State Wildlife Action Plan (SWAP):**

List a **MAXIMUM OF 5 species**: Do NOT list species already listed in Evaluation Question D part A, Evaluation Question A, or Evaluation Question C.

The SWAP for each State can be found here: <https://www1.usgs.gov/csas/swap/index.html>

- What species will utilize the proposal area?
- Within the explanation of benefits section of the table, information provided for each species should answer:
  - How will the proposal improve habitat quality?
  - Importance of each tract or logical groupings of tracts in the proposal to the species.

Species	Explanation of Benefits

Species	Explanation of Benefits

### EVALUATION QUESTION E

**How does the proposal satisfy the partnership purpose of the North American Wetlands Conservation Act?**

**A . Partner Categories (includes non-match):**

Show the partner diversity by listing each partner (irrespective of contribution amount) under one of the below categories. To receive credit, signed Partner Contribution Statements from matching and non-matching partners must be submitted with the proposal.

**State agency(ies):**

**Non-governmental conservation organization(s):** *(e.g., local wildlife club, Ducks Unlimited, Inc., The Nature Conservancy)*

**Local government(s), county(ies), or municipality(ies):** *(e.g., Conservation District)*

**Private landowner(s):**

**Profit-making corporation(s):** *(e.g., Exxon)*

**Native American government(s) or association(s):**

**Federal agency(ies):**

**Other partner group(s):** *(e.g., private donor, non-conservation NGO, partner that does not fit into any of the categories above)*

For NAWCA purposes, a partner is defined as a group, agency, organization, or individual which participates in a specific NAWCA project as a funding provider.

Non-match partners are eligible for inclusion in this section if the non-match funds are pooled with grant or match funds to accomplish acreage goals.

**A partner letter is required for each partner, including non-match partners.**

**B. Important Partnership Aspects (new grant recipient, significant new partners, unique partners, large numbers of partners under any category in A above, non-financial contributions):**

Briefly state any particularly significant or unique benefits that are provided by the proposal partnerships.

- Does the project involve a new partner or partnership concept?
- Is this project proposed by a new applicant who has not previously received a NAWCA grant?
- How does this project encourage growing the number of waterfowl hunters, other conservationists and citizens who enjoy and actively support waterfowl, migratory birds, and wetlands conservation (e.g., new partners, funding support, local or other governmental support?)

### EVALUATION QUESTION F

**How does the proposal contribute to long-term conservation of wetlands and associated habitats, climate change, and changing environmental conditions? Are there any considerations not previously mentioned in the other Evaluation Questions that should be factored into the evaluation of the proposal?**

Complete the “Acres by Longevity of Benefits” Table (see [Evaluation Question F Table Example](#))

- In Section A, list the match and grant acreage by activity for each tenure category.
- In Section B, list the acreage by tenure for each tract.
- **Restoration, enhancement, and establishment activities should not be listed under the perpetuity tenure category without exceptional and appropriate justification, relative to tenure of agreements. The expectation of maintenance does not make a restoration, enhancement, or establishment project perpetual.**
- For both sections, only use those activity rows required for your proposal. Please ensure the acreage totals provided in this table match those totals provided on the Summary Page. Also include any non-add acres within parentheses. **Do not include non-match acres!**
- If your proposal is funded, you will be required to submit annual reports that compare actual accomplishments with the acreage figures and habitat types provided here. Additionally, you will be asked for actual accomplishments of your proposal in this format as part of your final report. This data will be used to determine the success of your project.

ACTIVITY	ACRES BY LONGEVITY OF BENEFITS				TOTAL ACRES
	* Includes water control structures made of material other than wood. ** Includes wood water control structures and pumps.				
	PERPETUITY	*26-99	**10-25	< 10	
<b>SECTION A</b>					
Fee					
Easement					
Lease					
TOTAL ACQUIRED					
RESTORED					
ENHANCED					
ESTABLISHED					
TOTAL					
<b>SECTION B</b>					
Tract ID					
Tract ID					
Tract ID					
Tract ID					

Provide a brief narrative describing the significance of the proposal to:

- How the project area and tracts might be affected by climate change and other changing environmental conditions within the next 30-50 years;
- How the proposed activities will address, in a resilient and adaptive manner, any effects caused by climate change and other changing environmental conditions; and
- Provide any considerations not previously mentioned in the other Evaluation Questions that should be factored into the evaluation of the proposal.

A good resource to consult is your regional USGS Climate Adaptation Science Centers:

[https://www.usgs.gov/ecosystems/climate-adaptation-science-centers/learn-about-regional-cascs?qt-science\\_support\\_page\\_related\\_con=0#qt-science\\_support\\_page\\_related\\_con](https://www.usgs.gov/ecosystems/climate-adaptation-science-centers/learn-about-regional-cascs?qt-science_support_page_related_con=0#qt-science_support_page_related_con)

Questions that might be discussed include:

- What national, state, or regional-level climate vulnerability/risk assessments have been conducted for the project area and what did they determine?
- Is the project area known from assessments or research to exhibit climate-resilient features or attributes?

- Are populations and the conservation status of priority species from Evaluation Questions A and C projected to change over the next 30-50 years?
- What climate-adaptive features or attributes do the project activities include?
- How are project activities compatible with or contribute to the U.S. Fish and Wildlife Services' Strategic Plan for Responding to changing environmental conditions (<https://www.fws.gov/initiative/climate-change>), the National Fish, Wildlife & Plants Climate Adaptation Strategy (<https://www.fishwildlife.org/afwa-inspires/climate-adaptation-network>), or similar documents?
- What adaptation framework are you utilizing to address climate change?

## EVALUATION QUESTION G

### To what degree does the proposal allow public access? Is hunting and fishing allowed on all tracts?

- Briefly indicate the degree of public access (e.g., hunting, fishing, hiking) that will be allowed on the proposal grant and match tracts.
- Open to public access means that any member of the public can legally enter NAWCA proposal tracts subject to only modest restrictions (e.g., daylight hours only, small entry fee, etc.). Under this definition, proposal tracts may be closed during certain times of the year or certain types of activities may be limited to facilitate habitat and wildlife management (manage for hunting access, migratory bird sanctuary or other environmental impacts, etc.).
- How many acres will be open to public access? Explain what public access activities will occur (e.g., hunting, fishing, hiking) and on which acres. How many acres will be closed to public access and why?
- Points will be awarded as follows:
  - 2 points – open to public hunting
  - 1 point – open to other public access
  - 0 points – closed to public access

## PARTNER CONTRIBUTION STATEMENTS

### Guidelines for Partner Contribution Statements:

- **We will only accept properly formatted Partner Contribution Statements as verification of partner match.** Submitting partner letters that do not follow the format in the guidelines will adversely affect the review of a proposal and may result in the contribution being considered non-match.
- If an eligible matching partner wishes to remain anonymous, a Statement should be provided by the applicant on behalf of the anonymous partner.
- Each Statement must be submitted with the proposal before the deadline date.
- These letters **must** be signed, dated, and submitted with the proposal in order to be documented.
- If you want to show support from non-funding sources, do not send letters, but instead include a statement in the proposal such as “To illustrate the overwhelming support for this proposal, we have 10 letters on file from landowners and State and Federal representatives.”
- Each matching partner (including the grantee and private landowners, if providing funds and/or donating title to property) and non-matching partner (including Federal partners) listed in the proposal must complete a Statement.

- The grantee's Statement must be included in the proposal and NOT be a cover or transmittal sheet for the proposal.
- Each letter should state the amount of matching and non-matching funds the partner will commit and what projects activities will be covered with the partner funds.
- Remember that the contribution amount on the statement must be the same as the amount shown in the proposal for that partner. If the amount differs in any section of the proposal or on the statement, the lesser of the two will be considered the partner's contribution. If there are many such inconsistencies in the proposal, it will be returned as ineligible.
- The partner contribution letter template has been updated to include a question that asks if and how the project will benefit tribal hunting and fishing treaty rights. This change came in response to the House of Representatives Committee on Appropriations Report submitted to the Department of the Interior, Environment, and Related Agencies Appropriations Bill for Fiscal Year 2018, which urged the Service to make wetlands restoration projects that protect hunting and fishing treaty rights a higher priority.
- **Failure to submit a partner letter will result in a reduction in your matching contribution by the value of said partner's contribution. If this reduction causes the grant-to-match ratio for your proposal to fall below 1:1, your proposal will be ineligible.**

## **PARTNER CONTRIBUTION STATEMENT TEMPLATE**

We will only accept properly formatted Partner Contribution Statements as verification of partner **match and non-match**. Submitting partner letters that do not follow the format in the guidelines will adversely affect the review of a proposal and may result in the contribution being considered as non-match.

### **NAWCA SMALL GRANT PARTNER CONTRIBUTION STATEMENT**

**What is the title of the proposal that you are contributing to?**

**What is the name of your organization (private landowners/individuals indicate “Private”)?**

**When will you make the contribution?**

**What is the value of your contribution and how did you determine the value? Does the contribution have a non-Federal origin? If this is based on a fund-raising event or other future action, if that future action fails, will you still provide the contribution amount?**

**What long-term migratory bird and wetlands conservation work will the contribution cover?**

**Does the proposal correctly describe your contribution, especially the amount?**

**If applicable to the proposal, is your organization competent to hold title to, and manage, land acquired with grant funds and are you willing to apply a Notice of Grant Agreement or other recordable document to the property?**

**Please confirm that your contribution has not been used to meet any other federal programs match or cost share requirements.**

**Will the project benefit tribal hunting and fishing treaty rights and if so, how?**

**Do you have any additional comments?**

**Signature:**

**Name (printed), Title, and Affiliation:**

**Date Signed:**

---

---

## **COORDINATION WITH THE MIGRATORY BIRD JOINT VENTURES**

Once all proposals have been reviewed for eligibility, DBHC will send proposals to the applicable Migratory Bird Joint Venture(s) for review. Each Migratory Bird Joint Venture will provide a letter ranking the proposals within their joint venture region. Joint Venture rankings are based on how well the proposal contributes to that joint venture's goals and priorities. This ranking letter may be used as part of the scoring process.

---

---

## **MAPS OF PROJECT AREA AND TRACT(S)**

Include maps as the last attachment on your proposal narrative. Overall project area and individual known tract maps are required. Maps are critical sections of the proposal. Well-constructed and informative maps can have a significant impact on understanding the scope and significance your proposal has to wetland conservation. This understanding will be reflected in the scoring process.

For the project area, provide at least one map: it should include the location of all grant and match tracts within the project area boundary and should convey an understanding of all conservation activities in the project area boundary including federal, state, and NGO conservation lands.

The project area is a larger, defined area that encompasses the project's tract(s). A project area can best be described as follows:

- Area that is part of a wetlands conservation plan;
- Areas in the same wetlands system (e.g., watershed or river basin);
- Areas that are managed to meet the same wetlands objectives;
- Areas that are in close proximity;
- Areas that provide direct benefits to each other; or
- Defined administrative boundaries such as township, city, or county(ies).

Please keep in mind that if your project is funded and a tract needs to be substituted, then the substitution tract(s) must be located within the defined project area boundary.

Three examples of project area maps are provided below. These maps represent large-, intermediate-, and small-scale project areas. Your project area maps should include:

- Proposal title;
- Location of the ENTIRE proposal area (all grant, match, and project area) within State(s) and counties;
- Identification and location of all fee-title, easement, and lease tracts (or acquisition priority areas, if tracts have not been identified);
- Identification and location of all restoration, enhancement, and establishment tracts;
- A legend;
- Map scale;
- A north directional arrow;
- Location of natural features (rivers, lakes) to show how the proposal fits into the natural landscape;
- Location of previous NAWCA projects and future proposal sites; and
- If applicable and possible, where the proposal is in relation to a larger wetlands conservation project (show larger project boundary and boundary of current proposal).

Three examples of tract maps are also provided. If multiple activities are occurring on the same tract

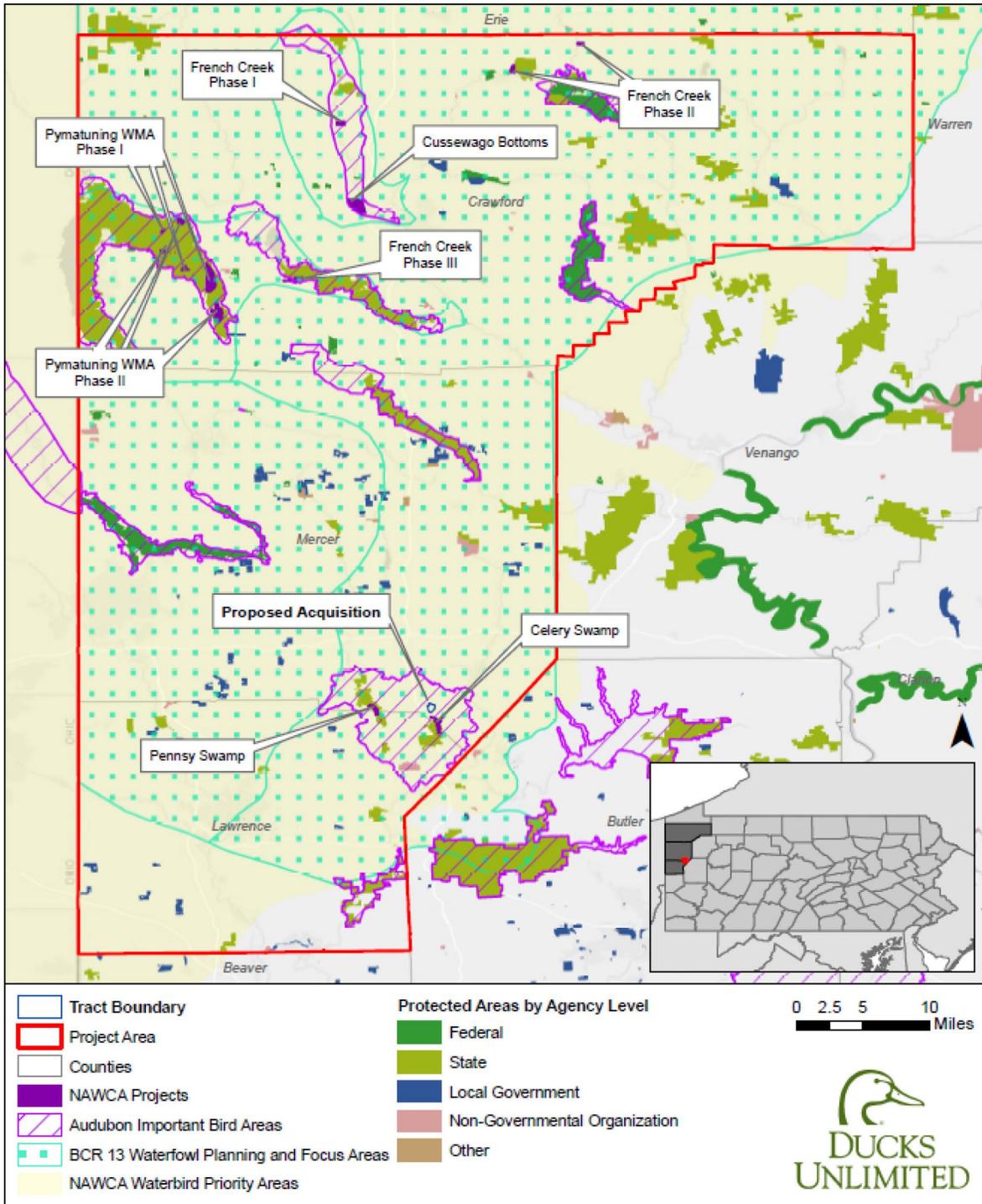
(such as fee acquisition and restoration), then display those activities on one tract map. Your tract map(s) should include:

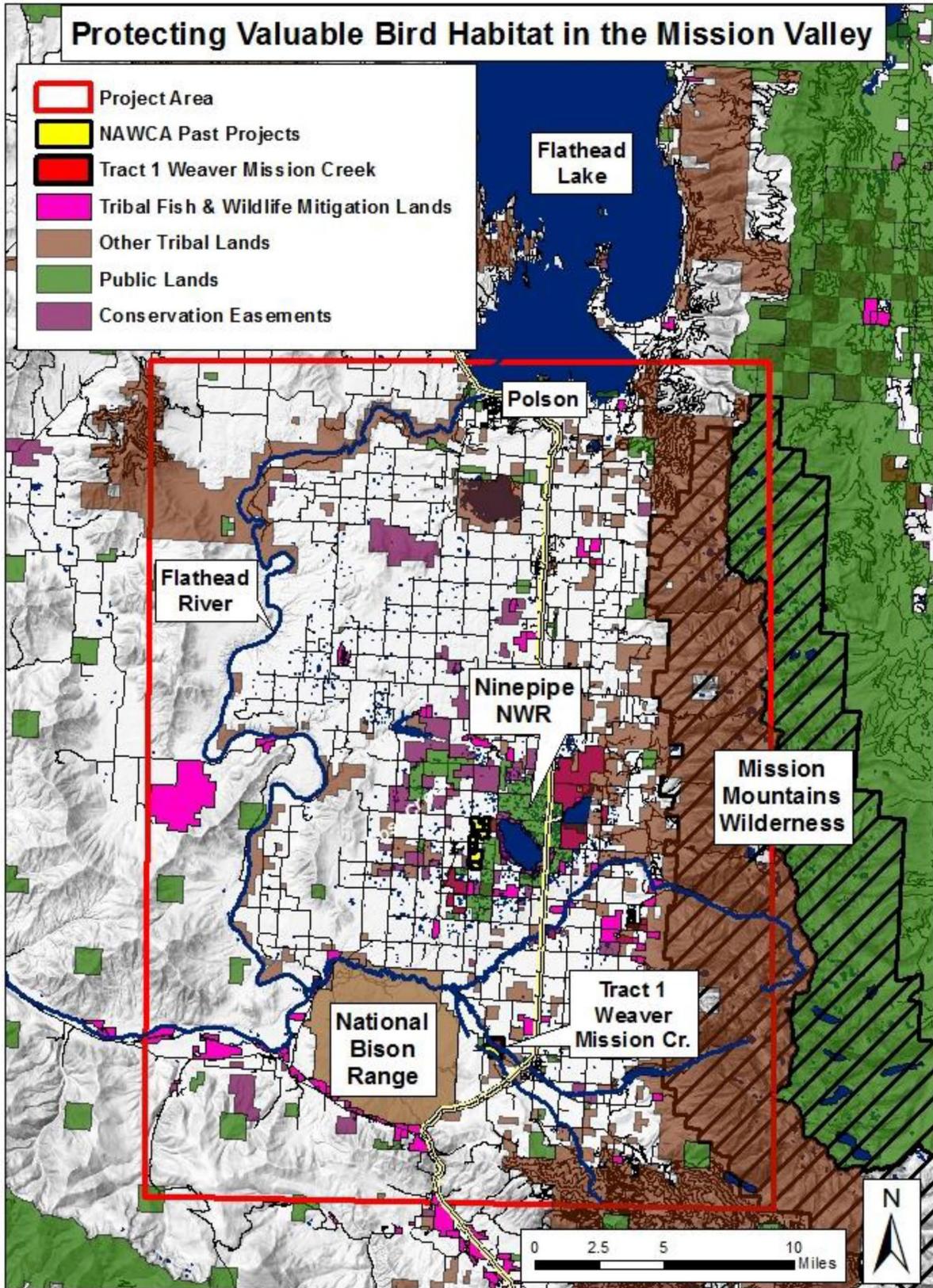
- Proposal title;
- Tract Name/ID used throughout the proposal;
- Satellite aerial imagery for the basemap;
- Identification of the parcel boundary for acquisition activities;
- Identification of any building envelopes (fee-title only);
- Identification and location of major water control structure(s) and other major restoration/enhancement/establishment features;
- For tracts that have not been identified use the project area boundary or priority area boundary;
- Location and identification of previously approved NAWCA project activity;
- A legend;
- Map scale; and
- A north directional arrow.

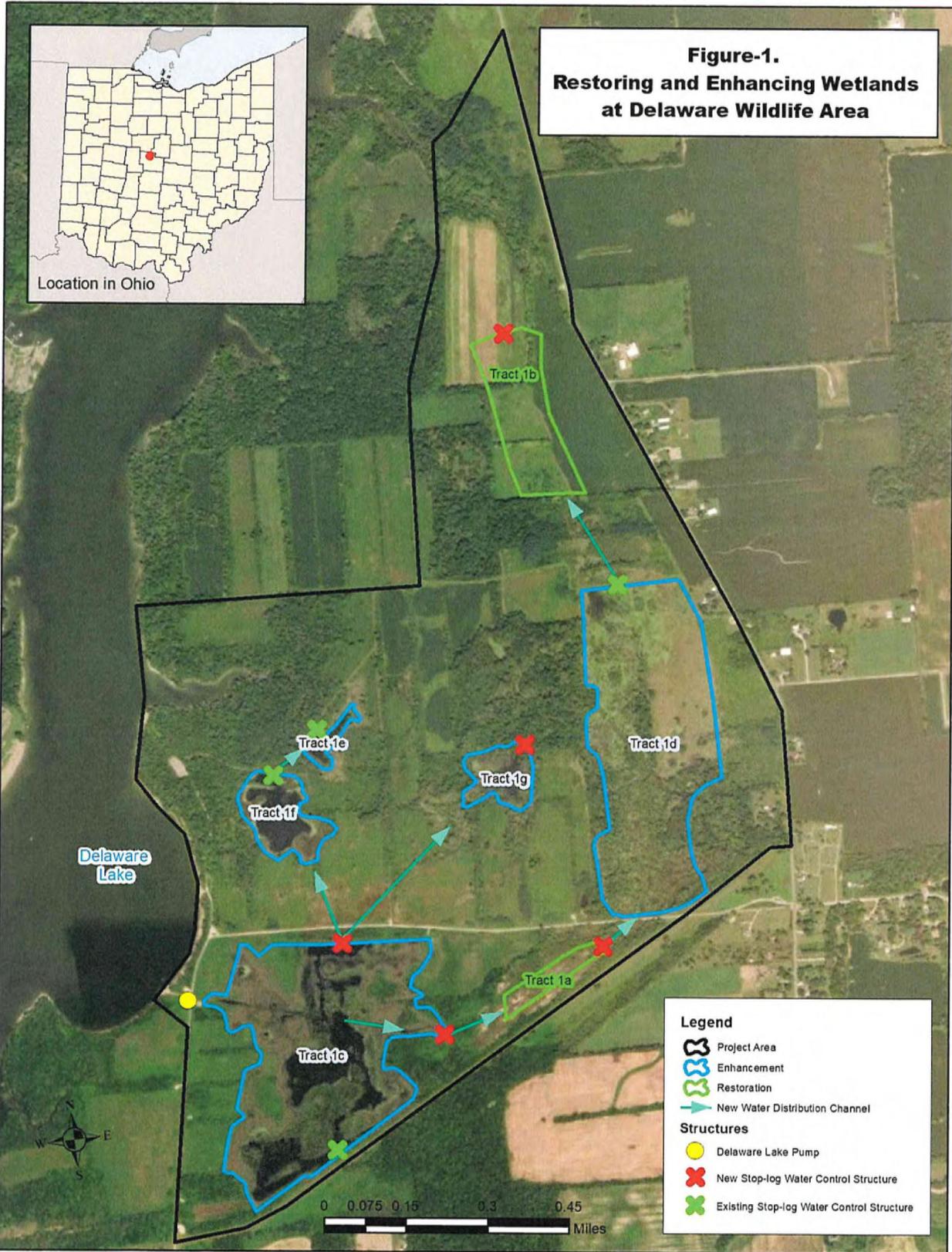
PROJECT AREA MAP EXAMPLES

# Celery Swamp IBA Acquisition

41.118884 -80.135999







TRACT MAP EXAMPLES



**U.S. FISH AND WILDLIFE SERVICE**

**Peterson WPA Proposal**

**Wetland Restoration & Enhancement**

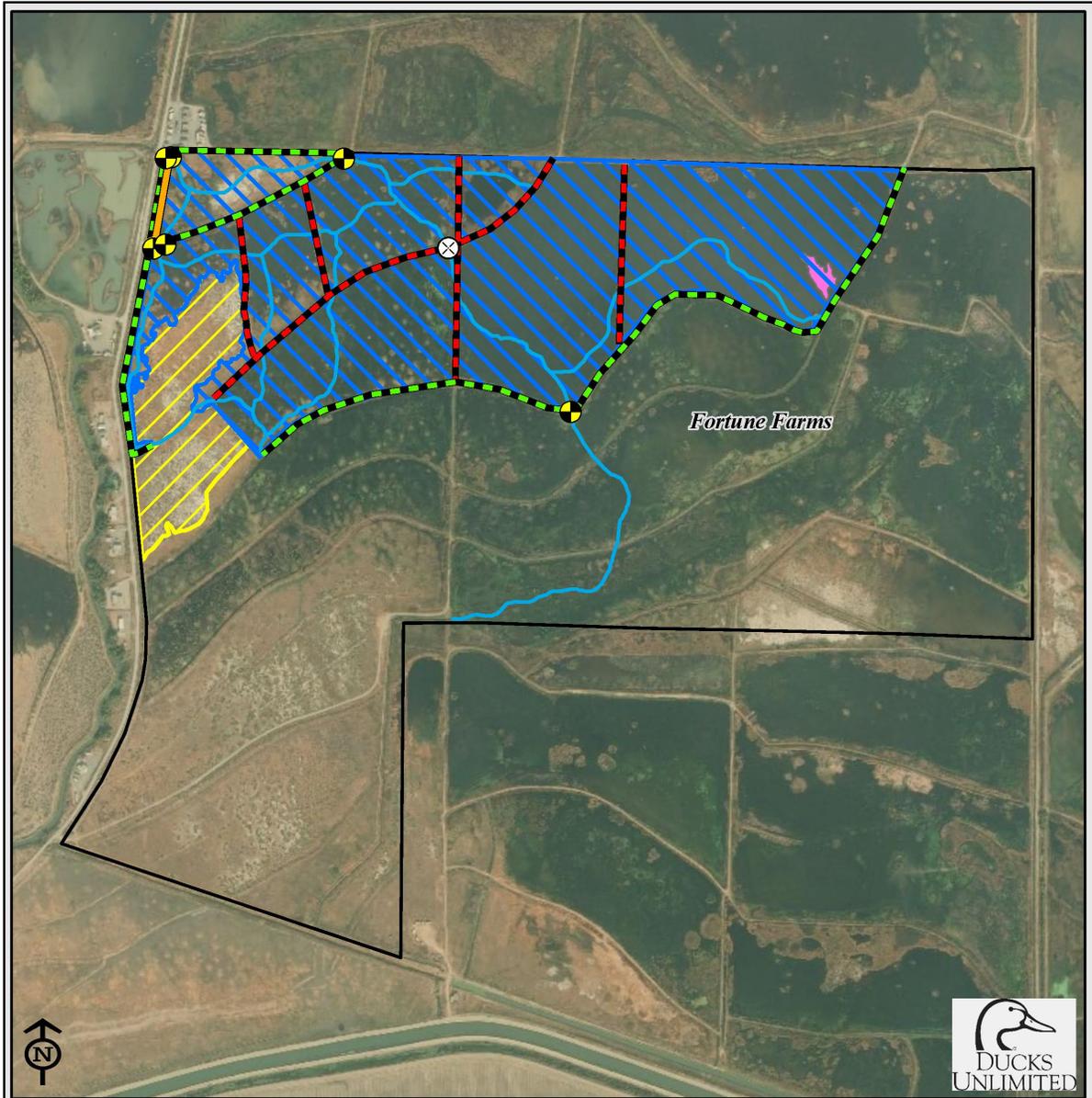


**Legend**

-  Peterson WPA Boundary
-  Wetland Enhancement
-  Wetland Restoration
-  Ditch

Wetland Enhancement Acres = 70.67 Acres  
Wetland Restoration Acres = 13.3 Acres

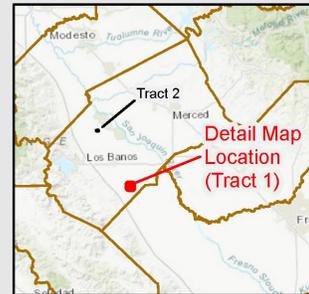
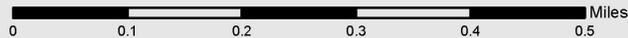
2017 SID



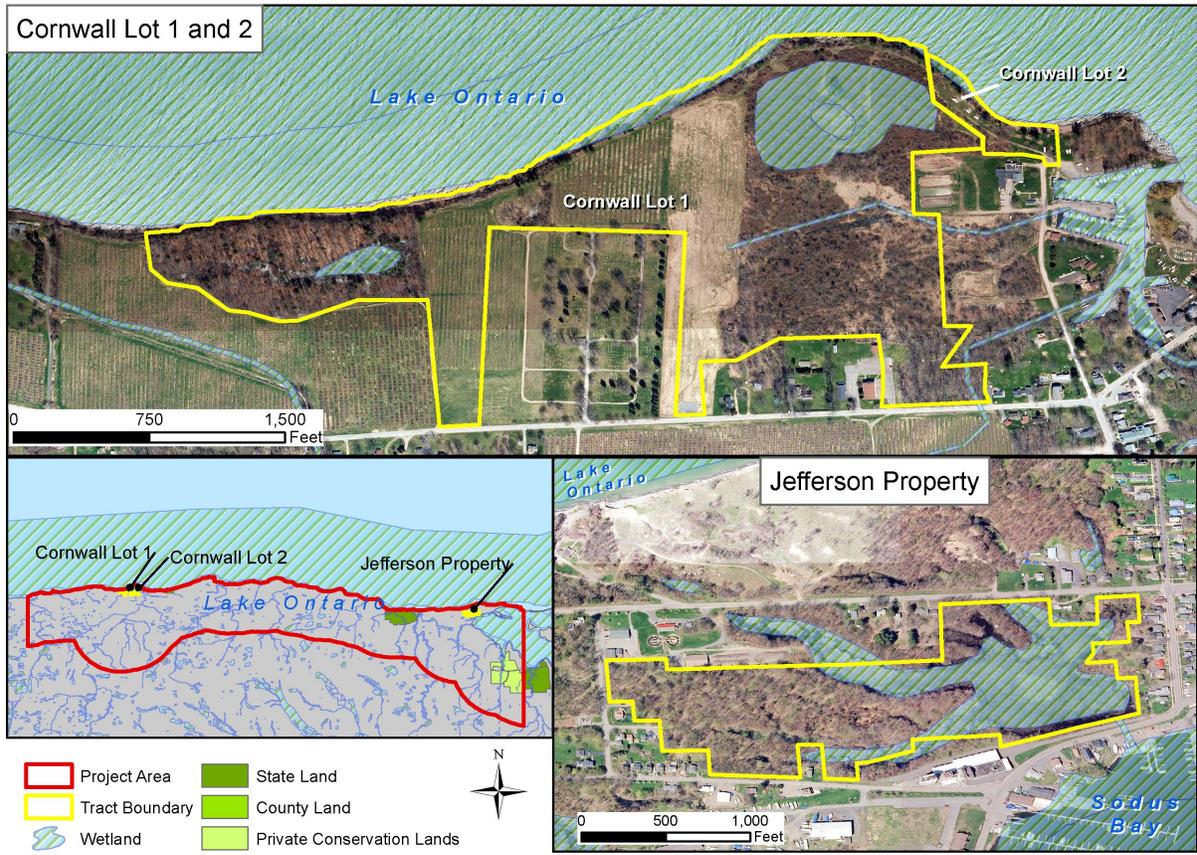
**Fortune Farms Conservation Project**

**Tract 1: Fortune Farms**

- |                             |              |
|-----------------------------|--------------|
| Wetland Restoration - Grant | Remove Levee |
| Upland Enhancement - Grant  | Bypass Ditch |
| Fortune Farms               | Swale        |
| Lower-borrow site           | New WCS      |
| Improve Levee               | Remove WCS   |



# Cornwall Jefferson Wetland and Habitat Restoration Project



---

---

## GIS SHAPEFILE INSTRUCTIONS

Please provide a single GIS shapefile that was used to create the maps. The shapefile submitted should use a GCS\_WGS\_1984 projection and the attribute table should contain a name for each polygon which corresponds to a tract listed in the proposal tract table.

- Only one GIS shapefile should be submitted for each proposal. The shapefile must be a polygon(s), not points or lines.
- Submit the shapefile as a .zip file. The submitted shapefile should have these file extensions, at minimum: **.shp, .dbf, .shx, .prj, .xml**. Any other extensions that are submitted are extra, but do not delete these.
- The shapefile must contain multiple polygons representing the overall project area and location of each of the tracts involved in the project.

The attribute table should **very closely resemble the tract table**, with a few exceptions. The shapefile should contain the Project Name, Total Acreage (you do not need to break out the wetland/upland acres), and Project Area entry. Tract Name is optional if you have instead been using Tract ID throughout the proposal. The other fields are mandatory and should follow these field property *suggestions*:

- FID – *automatically assigned*
- Shape – Polygon. *If your shapefile is in Polygon ZM format, please convert it to a standard Polygon.*
- PROJ\_NAME – Text; Length: default
- TRACT\_ID – Text; Length: default. *Tract ID should match the ID used throughout the proposal and Tract Table. You may leave this field entry blank for the Project Area.*
- ACTTYPE – Text; Length: default. *List the abbreviated activity per tract using this key: FA = Fee Acquired, FD = Fee Donated, EA = Easement Acquired, ED = Easement Donated, LA = Lease Acquired, LD = Lease Donated, RS = Restored, EN = Enhanced, WE = Wetland Established. You may leave this field entry blank for the Project Area.*
- TRACT\_NAME – Optional. Text; Length: default. *You may leave this field entry blank for the Project Area.*
- ACREAGE – Double; Default Precision and Scale. *Total acreage of wetland and upland components. You may leave this field entry blank for the Project Area.*
- FUNDING – Text; Length: default. *Funding category (Grant, Old Match, New Match, and Non-Match). You may leave this field entry blank for the Project Area.*
- COUNTY – Text; Length: default. *You may leave this field entry blank for the Project Area.*
- STATE – Text; Length: default. *Two letter state abbreviation. You may leave this field entry blank for the Project Area.*
- LATITUDE – Double; Default Precision and Scale
- LONGITUDE – Double; Default Precision and Scale
- HOLDER – Text; Length: default *Final Title Holder. You may leave this field entry blank for the Project Area.*

Any additional attribute fields submitted will be considered extra information.

For tracts that will be determined at a time after the project is funded, please still list the tract in the attribute field. Assign the tract with the same geographical boundary as the Project Area.

**STANDARD FORM-424s, SF-LLL AND PROJECT ABSTRACT SUMMARY INSTRUCTIONS**

Both non-Federal and Federal applicants are required to submit a completed Application for Federal Assistance SF-424 form along with their proposal application. For non-Federal applicants, SF-424 forms are to be completed in <https://www.grantsolutions.gov/> when you apply for a directed announcement. For Federal applicants, all SF-424 forms can be downloaded here <https://grants.gov/forms/forms-repository/sf-424-family>.

If your project consists of construction, SF-424 C is mandatory to complete. If your project is only non-construction and/or acquisition only then SF-424 A is mandatory to complete. If your project consists of a mix of construction and non-construction activities, then complete SF-424 C.-Effective October 28, 2022, the Service no longer requires applicants to submit the "Assurances for Non-Construction Programs (SF-424B)" form or the "Assurances for Construction Programs (SF-424D).

SF-LLL, Disclosure of Lobbying Activities Form, is required only if the applicant has lobbying activities to disclose.

**The address on the SF-424 (#8d) must match the address associated with the Unique Entity ID number (#8c).** The following instructions for completing the SF-424 to accompany a NAWCA proposal supersedes those on the back of the SF-424.

CELL NUMBER and TITLE	INSTRUCTIONS
<b>1. Type of Submission</b>	Check "Application"
<b>2. Type of Application</b>	Check "New"
<b>3. Date Received</b>	Enter date completing SF-424
<b>4. Applicant Identifier</b>	Leave blank
<b>5. a. Employer Identification</b>	Leave blank
<b>5. b. Federal Award Identifier</b>	Leave blank
<b>6. Date Received by State</b>	Leave blank
<b>7. State Application Identifier</b>	Leave blank
<b>8. Applicant Information (a-f)</b>	Complete all required information in sections a-f
<b>9. Type of Applicant</b>	Complete for your organization
<b>10. Name of Federal Agency</b>	Enter "DOI-U.S. Fish and Wildlife Service"
<b>11. Catalog of Federal Domestic Assistance Number and Title</b>	Enter "15.623" and "North American Wetlands Conservation Fund"
<b>12. Funding Opportunity Number/Title:</b>	Enter "F25AS00011" and "NAWCA 2025 US Small Grants"
<b>13. Competition Identification Number/Title:</b>	Will automatically fill in from #12
<b>14. Areas Affected by Project</b>	Enter only information for "Counties and States" that the tract(s) are included in; if tract(s) are unknown, then list all counties within the project area or indicate 'statewide' if applicable
<b>15. Descriptive Title of Applicant's Project</b>	Enter title of proposal
<b>16. Congressional Districts of Applicant/Project</b>	Enter information for a and b.
<b>17. Proposed Project Start and End Dates</b>	Enter proposed project start and end dates.
<b>18. Estimated Funding</b>	<b>Do not include non-match \$.</b> In "a", include only NAWCA grant \$. In "b-e", include only matching partner \$. For "e-Other", include private organizations, etc. Leave "f-Program Income" blank
<b>19. Is Application Subject to Review by State EO 12372 Process?</b>	Required to answer but only applicable to states
<b>20. Is Applicant Delinquent on any Federal</b>	Required to answer

CELL NUMBER and TITLE	INSTRUCTIONS
<b>Debt?</b>	
<b>21. Authorized Representative</b>	SIGNATURE AND DATE REQUIRED by the authorized representative of the applicant organization. We will not accept a typed signature.

**Abstract Summary**

FYI: On January 1, 2022, DOI implemented the project abstract summary in Grant Solutions. The Project Abstract is a concise summary of a grant project. The summary describes, using plain language, the mission and goals of the project, the population(s) it will serve, and what impact it may have on the community.

Information for the project abstract summary can be taken from the project narrative. Include/avoid the following:

- Avoid acronyms or Federal or agency-specific terminology;
- Include a description of the Award purpose;
- Include activities to be performed;
- Include deliverables and expected outcomes;
- Include intended beneficiary(ies); and
- Include subrecipient activities if known or specified at the time of award.

Project Abstract Summary character limitation is 1 page or less (no more than ~4000 characters). Use of 12 pt. font and Times New Roman is recommended.

---

**ATTACHMENTS**

**ALL ATTACHMENTS** should be emailed to [nawca\\_smallgrant@fws.gov](mailto:nawca_smallgrant@fws.gov)

- 1. Copies of existing easements, leases, and deeds.**
- 2. Negotiated Indirect Cost Rate Agreement (NICRA):** If you are requesting grant funds for indirect costs or using indirect costs as match, attach a copy of **your current approved negotiated indirect cost rate agreement** (and any other former approved negotiated indirect cost rate agreement used to determine match costs in this proposal) signed by your agency.

Copy of the Indirect Cost Rate Agreement + Response below:

**Applicant Indirect Cost Statement Requirement**

The Service requires all applicants, except individuals, to submit the applicable statement from the following list in their applications to the Service. The only exception is for individuals applying for and receiving funds separate from a business or non-profit organization they operate, as they are not eligible to charge indirect costs to their award from the Service.

**All Other Organizations**

All other organizations must include the applicable statement from this list and any related documentation in their application. Please note, an organization with a current negotiated (including provisional) rate may not elect to charge the 10% de minimis rate of Modified Total Direct Costs during the period covered by their current negotiated rate.

- We are an organization with a current negotiated indirect cost rate. In the event we receive an award, we will charge indirect costs per our current negotiated rate agreement. Attached is a copy of our current rate agreement.
  - We are an organization with a negotiated indirect cost rate that has expired. Attached is copy of our most recently negotiated rate agreement. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
  - We are an organization that has never negotiated an indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
  - We are an organization that does not have a current negotiated (including provisional) rate. In the event an award is made, we elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR 200.1. We understand we must use this methodology consistently for all Federal awards until such time as we negotiate a different rate with our cognizant agency. We understand that we must notify the Service in writing if during the award period we establish a rate that changes the methodology used to charge indirect costs to the award. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs and that such changes are subject to review, negotiation, and prior approval by the Service.
  - We are an organization submitting a [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”] project proposal, which has an indirect cost rate cap of [insert rate; CRU is currently 15%; CESU is currently 17.5%]. In the event we receive an award, we understand that if we have a current negotiated (including provisional) rate we must charge the program’s capped indirect cost rate to the same base identified in our approved indirect cost rate agreement, per 2 CFR §1402.414. If we do not have current negotiated (including provisional) rate, we understand we must charge the capped indirect cost rate against Modified Total Direct Costs (MTDC) as defined in 2 CFR 200.1.
  - We are an organization that will charge all costs directly.
3. **Statement regarding applicability of and compliance with SF-FAC** (formerly OMB Circular A-133) Single Audit Reporting (see cover page). EXCEPTION: If SF-FAC applies to you, send the most recent audit as a separate attachment when submitting proposal.
  4. **A .zip file of the GIS Shapefile** (project area and tract(s) polygons are required).

---



---

### PROPOSAL EXAMPLES BY SECTION

1. [PROPOSAL SUMMARY EXAMPLE](#)
2. [FINANCIAL PLAN TABLE EXAMPLE](#)
3. [TRACT TABLE EXAMPLE](#)
4. [EVALUATION QUESTION A TABLE EXAMPLE](#)
5. [EVALUATION QUESTION B TABLE EXAMPLE](#)
6. [EVALUATION QUESTION C TABLE EXAMPLE](#)
7. [EVALUATION QUESTION F TABLE EXAMPLE](#)

**Note:** Examples have been adapted from multiple previously approved project submissions.

## PROPOSAL SUMMARY EXAMPLE

### NORTH AMERICAN WETLANDS CONSERVATION ACT PROPOSAL SUMMARY Merrimac Preserve Restoration & Enhancement II, Wisconsin

COUNTIES, STATE, CONGRESSIONAL DISTRICT: Dane and Sauk, Wisconsin, WI-2

JOINT VENTURE: Upper Mississippi/Great Lakes

BIRD CONSERVATION REGION: 23 – Prairie Hardwood Transition

GRANT AMOUNT		\$100,000
Allocation: Riverland Conservancy	\$100,000	

MATCHING PARTNERS		\$258,648
Grantee: Riverland Conservancy	\$83,848	
Alliant Energy Corporation	\$5,000	
Groundswell Conservancy	\$169,800	

GRANT AND MATCH - ACTIVITIES, COSTS, AND ACRES		\$358,648/404 (342) acres
Fee Acquired	\$169,800/59 acres	
Restored	\$98,596/86 (13) acres	
Enhanced	\$85,252/259 (329) acres	
Other	\$5,000	

NON-MATCHING PARTNERS		\$32,166
Sauk County FSA	\$32,166	

**PROPOSAL PURPOSE AND DESCRIPTION:** The long-term goal of this project is to provide 404 (342) acres of high-quality habitat encompassing emergent marsh, hemi-marsh, scrub-shrub, forested wetland, wetland adjacent grassland, and small areas of deciduous woods for the benefit of waterfowl, waterbirds, and other species of greatest conservation need. The specific objectives of the proposal are to acquire 59 acres of high-quality habitat, restore 86 (13) acres of agricultural land to diverse native prairie vegetation, and enhance 44 (265) acres of wetlands and 215 (64) acres of wetland adjacent uplands. The restoration work will increase grassland habitat on the landscape for waterfowl nesting, reduce sedimentation and nutrient loading of wetlands and water bodies within the watershed, and provide increased recreational opportunities. The enhancement work will return habitat function to wetlands and wetland adjacent uplands that have been substantially degraded by concurrent factors, especially woody succession and the establishment and encroachment of numerous invasive species including narrow-leaved cattail, crown vetch, and spotted knapweed.

Restoration and enhancement will occur within the 1,642-acre Merrimac Preserve which is owned and managed by Riverland Conservancy, Inc., a 501(c)3 land trust organization, and on neighboring wetlands owned by Alliant Energy Corporation. (342) acres of the project area are non-additive as they were fee acquired or protected with a conservation easement in a previous NAWCA project. Project restoration work will be accomplished through planting agricultural fields to a diverse mix of prairie plants consistent with pre-settlement conditions. Follow-up mowing and invasive species control will be used to ensure establishment of the native species. Project enhancement work will incorporate a combination of activities including reducing brush cover through forestry mowing, chainsaw work, and herbicide applications; removing treelines that fragment the habitat, herbaceous invasive species control through foliar spraying, wicking, brushcutting, and pulling; prescribed burning; and augmenting biodiversity through interseeding. The majority of the work will be completed by contractors. The Upper Mississippi / Great Lakes Joint Venture will benefit from the project through the increase in high quality emergent and scrub-shrub wetland habitat as well as high quality grassland nesting habitat within the region.

**FINANCIAL PLAN TABLE EXAMPLE**

ACTIVITIES	GRANT \$	MATCHING PARTNERS				TRACT ID	NON-MATCH \$
		ABBREVIATED PARTNER NAME	OLD MATCH \$	NEW MATCH \$	TOTAL GRANT + MATCH \$		
Land Costs: Fee Acquired	\$59,000	DU			\$59,000	1	
		TPL		\$1,000	\$1,000	1	
Appraisals & Other Acquisition Costs		PGCLC	\$2,750		\$2,750	1	
Non-Contract Personnel & Travel		DU	\$700		\$700	1	
<b>A. TOTAL FEE ACQUIRED</b>	<b>\$59,000</b>		<b>\$3,450</b>	<b>\$1,000</b>	<b>\$63,450</b>		<b>\$0</b>
<b>G. TOTAL ACQUIRED (Sum of A,B,C,D,E,F)</b>	<b>\$59,000</b>		<b>\$3,450</b>	<b>\$1,000</b>	<b>\$63,450</b>		<b>\$0</b>
Contracts	\$7,500	DU			\$7,500	1	
		CPRA	\$127,200		\$127,200	1	
		TPL	\$135		\$135	2	
	\$7,500	DU			\$7,500	2	
Materials & Equipment		DU	\$1,000		\$1,000	1	
		FWS				2	\$1,000
Non-Contract Personnel & Travel		DU	\$700		\$700	1	
		DU	\$700		\$700	2	
<b>H. TOTAL RESTORED</b>	<b>\$15,000</b>		<b>\$129,735</b>		<b>\$144,735</b>		<b>\$1,000</b>
<b>L. GRAND TOTAL DIRECT</b>	<b>\$74,000</b>		<b>\$133,185</b>	<b>\$1,000</b>	<b>\$208,185</b>		<b>\$1,000</b>
Indirect Costs	\$1,000	DU	\$200		\$1,200	1,2	
<b>M. TOTAL INDIRECT</b>	<b>\$1,000</b>		<b>\$200</b>		<b>\$1,200</b>		
<b>GRAND TOTAL (Sum of L and M)</b>	<b>\$75,000</b>		<b>\$133,385</b>	<b>\$1,000</b>	<b>\$209,385</b>		<b>\$1,000</b>
PARTNER INFORMATION	GRANT \$	MATCHING PARTNERS				TRACT ID	NON-MATCH \$
		ABBREVIATED PARTNER	OLD MATCH \$	NEW MATCH \$	TOTAL MATCH + GRANT \$		
The Trust for Public Land		TPL	\$135	\$1,000	\$1,135	1,2	
Coastal Protection and Restoration Authority of Louisiana		CPRA	\$127,200		\$127,200	1	
Ducks Unlimited	\$75,000	DU	\$3,300		\$78,300	1,2	
Partnership for Gulf Coast Land Conservation		PGCLC	\$2,750		\$2,750	1	
U.S. Fish & Wildlife Service		FWS				2	\$1,000
<b>GRAND TOTAL</b>	<b>\$75,000</b>		<b>\$133,385</b>	<b>\$1,000</b>	<b>\$209,385</b>		<b>\$1,000</b>

*Remember:*

- If more than one tract per activity, list each on separate line (i.e., if two tracts are both acquiring in fee, list each on a separate line).
- Delete or add activity rows as they apply (i.e., if no “restoration” delete those rows).
- The Financial Plan should agree with the Summary in Section II and the Tract Table in Section VI.

**TRACT TABLE EXAMPLE**

**Tract Table**

Tract ID	Activity Type	Wetland Acres	Upland Acres	Public Access	Funding Category	Funding Source	County and State	Central Tract Location in Decimal Degrees	Final Title Holder
Tract 1	Fee Acquired	84	16	100	G,NM	NAWCA, IDNR	Warren County, Iowa	41.451107, -93.360919	IDNR
Tract 1	Restored	(20)	0	(20)	G,NM	NAWCA, IDNR	Warren County, Iowa	41.451107, -93.360919	IDNR
Tract 2	Restored	37	13	50	OM	HTU	Warren County, Iowa	41.342359, -93.479101	WCCB
Tract 3	Enhanced	45	35	80	G,NM, NO	NAWCA, IDNR, USFWS	Polk County, Iowa	41.499867, -93.348154	USFWS
<b>Total Acres</b>		166 (20)	64	230 (20)					

**FINAL TITLEHOLDER SUMMARY: IDNR – 100(20) acres; WCCB – 50 acres; USFWS - 80 acres.**

**EVALUATION QUESTION A TABLE EXAMPLE**

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)
<b>High Priority</b>			
Mallard	Up to 1,300 expected collectively on grant and match tracts.	Migration and wintering	<u>1</u> : Provide long-term protection of bottomland hardwood forest and moist soil restoration on 100 acres along the South River.
Northern Pintail	Up to 300 expected	Migration and wintering	<u>2, 3</u> : Moist soil enhancements and shallow palustrine wetland restorations on 130 acres adjacent to the South River and Red Rock Reservoir will provide additional opportunities for foraging and loafing.
Lesser Scaup	Up to 70 expected	Wintering	<u>1</u> : Provide 100 acres of feeding, resting and roosting locations along adjacent riverine habitats of the Des Moines River watershed.
<b>Medium Priority</b>			
Gadwall	Up to 20 expected	Wintering	<u>2</u> : Expected to provide an additional 37 acres of freshwater marsh within the floodplain of the Des Moines River.
<b>Low Priority</b>			

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)
Wood Duck	10 breeding pairs expected. Up to 1,000 migrating and wintering expected	Breeding, migration, and wintering	<u>1</u> : Securing bottomland hardwood habitat for this species will protect and increase foraging and nesting habitat.
Hooded Merganser	Up to 30 wintering expected	Wintering and breeding	<u>1</u> : Long-term protection of 100 acres of wooded swamps will increase wintering and breeding habitats.
Northern Shoveler	Up to 50 expected	Wintering	<u>1, 2, 3</u> : Provide 115 acres of palustrine emergent wetland habitats adjacent to Red Rock Reservoir and along the South River.

---



---

### EVALUATION QUESTION B TABLE EXAMPLE

STATUS, TYPES, AND ACRES OF WETLANDS														
Note: Types subsidiary to types listed below have the same status.														
ACTIVITY AND TRACTS IN THE PROPOSAL	DECREASING				STABLE		INCREASING				NO TREND DATA	UPLANDS	TOTAL	
	PEM	PFO	PSS	E2Veg	L	R	M2	PUB	E1	E2US	PML			
<b>SECTION A</b>														
Fee		50	22			12							16	100
ACQUIRED TOTAL		50	22			12							16	100
RESTORED	37												13	50
ENHANCED	28		17										35	80
TYPE TOTALS	65	50	39			12							64	230
STATUS TOTALS	154				12								64	230
GRAND TOTALS					166								64	230
<b>SECTION B</b>														
Tract 1		50	22			12							16	100
Tract 2	37												13	50
Tract 3	28		17										35	80

*Remember:*

- In Section A, list the match and grant acreage by activity for each wetland type or group of types.
- In Section B, list the acreage by type or group of types for each tract.
- **DO NOT INCLUDE NON-ADD ACRES (NORMALLY INDICATED WITH PARENTHESES) OR NON-MATCH ACRES IN THIS TABLE.**
- For both sections, only use those activity rows required with your proposal. Please ensure the acreage totals provided in this table match those totals provided on the Summary Page.

---



---

### EVALUATION QUESTION C TABLE EXAMPLE

**A. Priority Bird Species:**

Species/BCR#	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)
King Rail/BCR 22	3 breeding pairs  30 birds during migration	Breeding and migration	<p><u>1 &amp; 2:</u> Provide 37 acres of palustrine emergent wetland intermixed with 29 acres of grassland in the floodplain of the South River. This river floodplain provides a variety of wetland habitat, including dense cattail habitat to more open sedge meadow. A complex of wetland habitat is necessary for population survival.</p> <p><u>3:</u> Provide 45 acres of diverse shallow wetland habitats associated with two sub-impoundments (i.e., moist soil management units) along the Des Moines River adjacent to Red Rock Reservoir. Restored wetland habitat will provide varied topography, which will allow for a complex of wetland habitats.</p>
Short-billed Dowitcher/BCR 22	300 birds during migration	Migration	<p><u>1 &amp; 2:</u> Provide 37 acres of palustrine emergent wetland intermixed with 29 acres of grassland in the floodplain of the South River. These tracts will protect/restore preferred wetland and upland migration habitat.</p> <p><u>3:</u> Provide 45 acres of diverse shallow wetland habitats associated with two sub-impoundments along the Des Moines River above Red Rock Reservoir. This tract will improve foraging conditions by providing seasonal and semi-permanent wetlands, which will create mud flats and shallow open areas.</p>

**B. Other Wetland-Associated Bird Species**

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits (Identify individual tracts)
American Golden-Plover	330 birds	Migration	<p><u>1 &amp; 2:</u> Provide 37 acres of palustrine emergent wetland intermixed with 29 acres of grassland in the floodplain of the South River. These floodplain wetlands are expected to provide ideal migration habitat for this species in late summer and early fall.</p> <p><u>3:</u> Provide 45 acres of diverse shallow wetland habitats associated with two sub-impoundments along the Des Moines River above Red Rock Reservoir. Water control mechanisms and management regimes will favor a mix of shallow open water, mudflats, and moderate emergent vegetation in late summer and early fall. Water levels will slowly rise throughout the fall providing shallow water over a wide area dominated by moist soil plants.</p>
Solitary Sandpiper	25 birds	Migration	<p><u>3:</u> Provide 45 acres of diverse shallow wetland habitats associated with two sub-impoundments along the Des Moines River above Red Rock Reservoir. Water control mechanisms and</p>

			management regimes will favor a mix of shallow open water, mudflats, and moderate emergent vegetation in late summer and early fall. Water levels will slowly rise throughout the fall providing shallow water over a wide area dominated by moist soil plants.
--	--	--	---

**EVALUATION QUESTION F TABLE EXAMPLE**

ACTIVITY	ACRES BY LONGEVITY OF BENEFITS				TOTAL ACRES
	PERPETUITY	*26-99	**10-25	< 10	
<b>* Includes water control structures made of material other than wood.</b>					
<b>** Includes wood water control structures and pumps.</b>					
<b>SECTION A</b>					
Fee	100				100
TOTAL ACQUIRED	100				100
RESTORED		50	(20)		50 (20)
ENHANCED		80			80
TOTAL	100	130	(20)		230 (20)
<b>SECTION B</b>					
Tract 1	100		(20)		100 (20)
Tract 2		50			50
Tract 3		80			80

*Remember:*

- In Section A, list the match and grant acreage by activity for each tenure category.
- In Section B, list the acreage by tenure for each tract.
- **Restoration and enhancement activities should not be listed under the perpetuity tenure category without exceptional and appropriate justification, relative to tenure of agreements. The expectation of maintenance does not make a restoration perpetual.**
- For both sections, only use those activity rows required with your proposal. Please ensure the acreage totals provided in this table match those totals provided on the Summary Page. Also include any non-add acres with parentheses. **DO NOT INCLUDE NON-MATCH ACRES.**

**APPENDIX**

- A. [Question A Priority NAWCA Waterfowl Species List](#)
- B. [Question C Priority NAWCA Non-Waterfowl Species List](#)

## A. EVALUATION QUESTION A PRIORITY NAWCA WATERFOWL SPECIES

This list of waterfowl originates from the North American Waterfowl Management Plan (NAWMP) Species Prioritization 2023 Revision.

High Priority	Medium Priority	Low Priority
<b>Duck Species</b> Steller's Eider Spectacled Eider Hawaiian Duck Laysan Duck Northern Pintail Mottled Duck King Eider Cinnamon Teal American Black Duck Lesser Scaup Long-tailed Duck Mallard	<b>Duck Species</b> American Wigeon Black Scoter Eastern Barrow's Goldeneye Western Barrow's Goldeneye Common Eider Greater Scaup White-winged Scoter Gadwall Masked Duck Blue-winged Teal Green-winged Teal Surf Scoter Common Merganser Red-breasted Merganser Canvasback Bufflehead Common Goldeneye	<b>Duck Species</b> Eastern Harlequin Duck Western Harlequin Duck Redhead Fulvous Whistling Duck Mexican Duck Wood Duck Northern Shoveler Ring-necked Duck Black-bellied Whistling Duck Hooded Merganser Ruddy Duck
<b>Canada Goose Populations</b> Atlantic Dusky	<b>Canada Goose Populations</b> Vancouver Western Prairie/Great Plains	<b>Canada Goose Populations</b> Lesser Southern Hudson Bay North Atlantic Pacific Rocky Mountain Atlantic Flyway Resident Mississippi Flyway Giant Hi-Line
<b>Lesser Snow Goose Populations</b> Mid-continent Ross's Goose	<b>Canada Goose Populations</b> Vancouver Western Prairie/Great Plains	<b>Cackling Goose Populations</b> Taverner's Cackling Goose
<b>Greater White-fronted Goose</b> Pacific Flyway	<b>Cackling Goose Populations</b> Cackling Aleutian Cackling Midcontinent Cackling	
<b>Brant Populations</b> Eastern High Arctic Brant	<b>Lesser Snow Goose Populations</b> Wrangel Island Western Arctic Greater Snow Goose	
<b>Other Goose Species</b> Emperor Goose Hawaiian Goose	<b>Greater White-fronted Goose</b> Mid-continent Tule White-fronted Goose	
<b>Tundra Swan Populations</b> Eastern	<b>Brant Populations</b> Pacific Brant Western High Arctic Brant Atlantic Brant	
<b>Trumpeter Swan Populations</b> Interior Pacific Coast	<b>Tundra Swan Populations</b> Western	
	<b>Trumpeter Swan Populations</b> Rocky Mountain	

**B. BIRD CONSERVATION REGIONS AND EVALUATION QUESTION C PRIORITY NAWCA  
NON-WATERFOWL SPECIES**

This list of wetland-associated birds originates from the 2021 Birds of Conservation Concern Report

<b>BCR 1 ALEUTIAN/BERING SEA ISLANDS</b>	<b>BCR 2 WESTERN ALASKA</b>	<b>BCR 3 ARCTIC PLAINS AND MOUNTAINS</b>
Black Oystercatcher Aleutian Tern Yellow-billed Loon (nb) Snowy Owl Short-eared Owl	Black Oystercatcher American Golden-Plover Bar-tailed Godwit Hudsonian Godwit Marbled Godwit Black Turnstone Dunlin (Northern Alaska) (nb) Rock Sandpiper (Pribilof) (nb) Short-billed Dowitcher Wandering Tattler Aleutian Tern Yellow-billed Loon Snowy Owl Short-eared Owl Olive-sided Flycatcher	American Golden-Plover Bar-tailed Godwit Dunlin (Northern Alaska) Pectoral Sandpiper Wandering Tattler Yellow-billed Loon Snowy Owl Short-eared Owl
<b>BCR 4 NORTHWESTERN INTERIOR FOREST</b>	<b>BCR 5 NORTHERN PACIFIC RAINFOREST</b>	<b>BCR 9 GREAT BASIN</b>
Hudsonian Godwit Rock Sandpiper (Pribilof) (nb) Short-billed Dowitcher Solitary Sandpiper (Western) Wandering Tattler Lesser Yellowlegs Aleutian Tern Short-eared Owl Olive-sided Flycatcher	Western Grebe Clark's Grebe Black Swift Allen's Hummingbird Black Oystercatcher Marbled Godwit (nb) Red Knot (Pacific) (nb) Rock Sandpiper (Pribilof) (nb) Short-billed Dowitcher Lesser Yellowlegs (nb) Willet (nb) Western Gull California Gull Aleutian Tern Western Screech-Owl (N. Pacific) Olive-sided Flycatcher	Western Grebe Clark's Grebe Black Swift Yellow Rail American Avocet Snowy Plover (Interior/Gulf Coast) Marbled Godwit (nb) Red Knot (Pacific) (nb) Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) Willet Franklin's Gull California Gull Black Tern Forster's Tern American White Pelican Northern Harrier Short-eared Owl
<b>BCR 10 NORTHERN ROCKIES</b>	<b>BCR 11 PRAIRIE POTHOLES</b>	
Western Grebe Clark's Grebe Black Swift Yellow Rail Lesser Yellowlegs (nb) Willet Franklin's Gull California Gull Black Tern	Western Grebe Clark's Grebe Black-billed Cuckoo Yellow Rail Hudsonian Godwit (nb) Marbled Godwit Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb)	Short-billed Dowitcher (nb) Lesser Yellowlegs (nb) Willet Franklin's Gull California Gull Black Tern Northern Harrier Short-eared Owl LeConte's Sparrow

<b>BCR 12 BOREAL HARDWOOD TRANSITION</b>	<b>BCR 13 LOWER GREAT LAKES/ST. LAWRENCE PLAIN</b>	<b>BCR 14 ATLANTIC NORTHERN FORESTS</b>
Black-billed Cuckoo Yellow Rail Whimbrel (Atlantic) (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Lesser Yellowlegs (nb) Black Tern Common Tern LeConte's Sparrow Canada Warbler	Black-billed Cuckoo American Golden-Plover (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb) Lesser Yellowlegs (nb) Short-eared Owl (nb) Belted Kingfisher Red-headed Woodpecker Canada Warbler	Black-billed Cuckoo Whimbrel (Atlantic) (nb) Hudsonian Godwit (nb) Purple Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Lesser Yellowlegs (nb) Willet Short-eared Owl (nb) Olive-sided Flycatcher Bay-breasted Warbler Canada Warbler
<b>BCR 15 SIERRA NEVADA</b>	<b>BCR 16 SOUTHERN ROCKIES/COLORADO PLATEAU</b>	<b>BCR 17 BADLANDS AND PRAIRIES</b>
Western Grebe Clark's Grebe Black Swift Willet California Gull American Dipper	Western Grebe Clark's Grebe Black Swift Snowy Plover (Interior/Gulf Coast) Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) California Gull Short-eared Owl Yellow-headed Blackbird	Western Grebe Black-billed Cuckoo Marbled Godwit Lesser Yellowlegs (nb) Willet Franklin's Gull California Gull Black Tern Northern Harrier Short-eared Owl American Dipper
<b>BCR 18 SHORTGRASS PRAIRIE</b>	<b>BCR 19 CENTRAL MIXED GRASS PRAIRIE</b>	<b>BCR 20 EDWARDS PLATEAU</b>
Clark's Grebe Snowy Plover (Interior/Gulf Coast) Whimbrel (Atlantic) (nb) Hudsonian Godwit (nb) Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) Northern Harrier Short-eared Owl (nb)	Western Grebe Black-billed Cuckoo King Rail Snowy Plover (Interior/Gulf Coast) Whimbrel (Atlantic) (nb) Hudsonian Godwit (nb) Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) Willet Least Tern (Atlantic/Interior) Black Tern Short-eared Owl (nb)	Pectoral Sandpiper (nb) Lesser Yellowlegs (nb)
<b>BCR 21 OAKS AND PRAIRIES</b>	<b>BCR 22 EASTERN TALLGRASS PRAIRIE</b>	
Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) Least Tern (Atlantic/Interior) Little Blue Heron Prothonotary Warbler	Black-billed Cuckoo King Rail Hudsonian Godwit (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb)	Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb) Lesser Yellowlegs (nb) Short-eared Owl (nb) Rusty Blackbird (nb) Prothonotary Warbler

<b>BCR 23 PRAIRIE HARDWOOD TRANSITION</b>	<b>BCR 24 CENTRAL HARDWOODS</b>	<b>BCR 25 WEST GULF COASTAL PLAIN/OUACHITAS</b>
Western Grebe Black-billed Cuckoo King Rail Yellow Rail Marbled Godwit Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb) Lesser Yellowlegs (nb) Black Tern Short-eared Owl (nb) LeConte's Sparrow Rusty Blackbird (nb) Canada Warbler	Black-billed Cuckoo King Rail Semipalmated Sandpiper (E/C) (nb) American Woodcock Lesser Yellowlegs (nb) Least Tern (Atlantic/Interior) Short-eared Owl (nb) Wood Thrush LeConte's Sparrow (nb) Rusty Blackbird (nb) Prothonotary Warbler Kentucky Warbler Cerulean Warbler	King Rail Yellow Rail (nb) Pectoral Sandpiper (nb) American Woodcock Lesser Yellowlegs (nb) Least Tern (Atlantic/Interior) Swallow-tailed Kite Wood Thrush LeConte's Sparrow (nb) Prothonotary Warbler Kentucky Warbler
<b>BCR 26 MISSISSIPPI ALLUVIAL VALLEY</b>	<b>BCR 27 SOUTHEASTERN COASTAL PLAIN</b>	
King Rail Yellow Rail (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) American Woodcock Lesser Yellowlegs (nb) Least Tern (Atlantic/Interior) Little Blue Heron Swallow-tailed Kite Wood Thrush LeConte's Sparrow (nb) Rusty Blackbird (nb) Prothonotary Warbler Kentucky Warbler Cerulean Warbler	King Rail Yellow Rail (nb) Sandhill Crane (Florida) American Oystercatcher Wilson's Plover Snowy Plover (Interior/Gulf Coast) Whimbrel (Atlantic) (nb) Marbled Godwit (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Purple Sandpiper (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb) American Woodcock	Lesser Yellowlegs (nb) Willet Least Tern (Atlantic/Interior) Gull-billed Tern Black Skimmer Swallow-tailed Kite Red-headed Woodpecker Wood Thrush LeConte's Sparrow (nb) Seaside Sparrow (Atlantic/Gulf) Saltmarsh Sparrow (nb) Rusty Blackbird (nb) Prothonotary Warbler Kentucky Warbler
<b>BCR 28 APPALACHIAN MOUNTAINS</b>	<b>BCR 29 PIEDMONT</b>	
Black-billed Cuckoo Rusty Blackbird (nb) Prothonotary Warbler Canada Warbler	Black-billed Cuckoo King Rail Short-eared Owl (nb) Rusty Blackbird (nb) Prothonotary Warbler	

<b>BCR 30 NEW ENGLAND/MID- ATLANTIC COAST</b>		
Black-billed Cuckoo King Rail American Oystercatcher Whimbrel (Atlantic) (nb) Hudsonian Godwit (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Purple Sandpiper (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb)	Lesser Yellowlegs (nb) Willet Least Tern (Atlantic/Interior) Gull-billed Tern Black Skimmer Short-eared Owl (nb) Seaside Sparrow (Atlantic/Gulf) Saltmarsh Sparrow Rusty Blackbird (nb) Prothonotary Warbler Canada Warbler	
<b>BCR 31 PENINSULAR FLORIDA</b>	<b>BCR 32 COASTAL CALIFORNIA</b>	<b>BCR 33 SONORAN AND MOJAVE DESERTS</b>
White-crowned Pigeon Mangrove Cuckoo King Rail Yellow Rail (nb) Sandhill Crane (Florida) American Oystercatcher Wilson's Plover Snowy Plover (Interior/Gulf Coast) Whimbrel (Atlantic) (nb) Ruddy Turnstone (Atlantic) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb) Semipalmated Sandpiper (E/C) (nb) Short-billed Dowitcher (nb) American Woodcock Lesser Yellowlegs (nb) Willet Least Tern (Atlantic/Interior) Gull-billed Tern Black Skimmer Magnificent Frigatebird Great Blue Heron (Great White) Reddish Egret Swallow-tailed Kite Marsh Wren (Worthington's)  Seaside Sparrow (Atlantic/Gulf) Saltmarsh Sparrow (nb)	Western Grebe Clark's Grebe Black Swift Allen's Hummingbird Yellow Rail (nb) Black Oystercatcher Snowy Plover (Interior/Gulf Coast) Marbled Godwit (nb) Red Knot (Pacific) (nb) Short-billed Dowitcher (nb) Willet (nb) Heermann's Gull (nb) Western Gull California Gull Gull-billed Tern Black Tern Elegant Tern Black Skimmer Northern Harrier Western Screech-Owl (N. Pacific) Short-eared Owl Savannah Sparrow (Belding's) Song Sparrow (Alameda/Samuels) Bullock's Oriole Tricolored Blackbird Common Yellowthroat (San Francisco)	Western Grebe Clark's Grebe American Avocet Snowy Plover (Interior/Gulf Coast) Marbled Godwit (nb) Willet (nb) Yellow-footed Gull (nb) Gull-billed Tern Black Skimmer Tricolored Blackbird
<b>BCR 34 SIERRA MADRE OCCIDENTAL</b>	<b>BCR 35 CHIHUAHUAN DESERT</b>	
Western Grebe Whiskered Screech-Owl Cordilleran Flycatcher	Clark's Grebe Snowy Plover (Interior/Gulf Coast)	

<b>BCR 36 TAMAULIPAN BRUSHLANDS</b>		
King Rail Wilson's Plover Snowy Plover (Interior/Gulf Coast) Pectoral Sandpiper (nb) Lesser Yellowlegs (nb) Gull-billed Tern		
<b>BCR 37 GULF COAST PRAIRIE</b>	<b>BCR 67 HAWAII</b>	<b>PUERTO RICO AND VIRGIN ISLANDS</b>
King Rail Yellow Rail (nb) American Oystercatcher American Golden-Plover (nb) Wilson's Plover Snowy Plover (Interior/Gulf Coast) Whimbrel (Atlantic) (nb) Long-billed Curlew (nb) Hudsonian Godwit (nb) Marbled Godwit (nb) Ruddy Turnstone (Atlantic) (nb) Red Knot (Pacific) (nb) Dunlin (Hudson Bay) (nb) Pectoral Sandpiper (nb) Short-billed Dowitcher (nb) American Woodcock (nb) Lesser Yellowlegs (nb) Willet Least Tern (Atlantic/Interior) Gull-billed Tern Forster's Tern Sandwich Tern Black Skimmer Reddish Egret Swallow-tailed Kite LeConte's Sparrow (nb) Seaside Sparrow (Atlantic/Gulf) Prothonotary Warbler	Bristle-thighed Curlew (nb) Wandering Tattler (nb)	White-crowned Pigeon Black Swift American Coot (Caribbean) Yellow-breasted Crake (Henderson's) Limpkin (Puerto Rican/Hispaniolan) American Oystercatcher Wilson's Plover Snowy Plover (Caribbean) Semipalmated Sandpiper (E/C) (nb) Lesser Yellowlegs (nb) Willet (nb) Least Tern (Atlantic/Interior) Magnificent Frigatebird Brown Pelican (Caribbean)