

U.S. Fish and Wildlife Service
Anadromous Fish Restoration Program
Notice of Availability of Federal Assistance
2012 Request for Proposals

February 29, 2012

Program Overview Information

Federal Agency Name:

U.S. Fish and Wildlife Service (USFWS)

U.S. Department of the Interior Anadromous Fish Restoration Program

Funding Opportunity Title: South Fork Cottonwood Fish Passage Improvement Project, Phase 1

Announcement Type:

Initial Announcement

Funding Opportunity Number:

AFRP-N12-01

Catalog of Federal Domestic Assistance number (CFDA): 15.648

Dates:

Site Visit is March 16, 2012 at 10 am. Contact Tricia_Parker@fws.gov for details.

Application Deadline: Electronic copy applications must be received by Grants.gov by the close of business (COB) on March 30, 2012 (4:30 p.m. Pacific Standard Time).

Please ensure you use a compatible version of Adobe Reader in submitting your application. Grants.gov has an Adobe versioning test to determine if your version is compatible. Proposals received after the date and time will not be considered for funding.

I. FUNDING OPPORTUNITY DESCRIPTION

A. LEGISLATIVE AUTHORITY AND BACKGROUND

1. *The Central Valley Project Improvement Act (CVPIA; Title 34 of Public Law 102575, Section 3406(b)(1))*, authorizes and directs the Secretary of the Department of the Interior (DOI), in consultation with other State and Federal agencies, Indian tribes, and affected interests, to develop and implement a program which makes all reasonable efforts to at least double natural production of anadromous fish in Central Valley rivers and streams. Further, the *CVPIA* requires that this program give first priority to measures which protect and restore natural channel and riparian habitat values through habitat restoration actions, modifications to Central Valley Project operations, and implementation of the supporting measures mandated by the *CVPIA*. The DOI is approaching implementation of this directive through development of an *Anadromous Fish Restoration Program (AFRP)*. The species and races of anadromous fish addressed by the *AFRP* include fall-run, late-fall-run, winter-run, and spring-run Chinook salmon; steelhead; striped bass; American shad; white sturgeon; and green sturgeon.

2. *The USFWS and Bureau of Reclamation (Bureau)* are the DOI agencies responsible for implementing the *CVPIA*. They are jointly and cooperatively implementing the *CVPIA*, with the *Service* assuming lead responsibility for the *AFRP*. The *CVPIA* also establishes a Restoration Fund of up to \$50 million annually to assist in implementation of the fish and wildlife restoration provisions. Of this sum, DOI allocates \$3 to \$12 million annually to the *AFRP*. The *AFRP* then leverages these funds with other funds provided by partners in restoration projects totaling \$12 to \$20 million annually.

B. PURPOSES AND FUNDING PRIORITIES

The purpose for the *AFRP* is in the Final Restoration Plan http://www.fws.gov/stockton/afrp/restplan_final.cfm and other program documents for the *AFRP* (USFWS 2001). These objectives are:

1. Improve habitat for all life stages of anadromous fish through provision of flows of suitable quality, quantity, and timing, and improved physical habitat;
2. Improve survival rates by reducing or eliminating entrainment of juveniles at diversions;
3. Improve the opportunity for adult fish to reach their spawning habitats in a timely manner;
4. Collect fish population, health, and habitat data to facilitate evaluation of restoration actions;
5. Integrate habitat restoration efforts with harvest and hatchery management; and involve partners in the implementation and evaluation of restoration actions.

These objectives are addressed through implementation of projects associated with prioritized actions and evaluations in the Final Restoration Plan for the *AFRP*. The plan may be viewed at: http://www.fws.gov/stockton/afrp/restplan_final.cfm

Funding priorities are based upon the magnitude of the contribution of the restoration project to doubling natural production, the status of target species and races, and on Section 3406(b)(1)(A) of the CVPIA, which directs the AFRP to give first priority to: 1) measures which protect and restore natural channel and riparian habitat values through restoration actions; 2) modification to Central Valley Project operations; and 3) implementation of the supporting measures mandated by subsection 3406(b) of the CVPIA. http://www.fws.gov/stockton/afrp/restplan_final.cfm

C. PROJECT

Funding may be available through the USFWS AFRP to complete Phase I of the South Fork Cottonwood Fish Passage Improvement Project. The South Fork of Cottonwood Creek (SF Cottonwood Creek) is a tributary to mainstem Cottonwood Creek, which is a major tributary to the Upper Sacramento River near Cottonwood, CA. The Cottonwood Creek watershed lies in both western Shasta and Tehama Counties; SF Cottonwood Creek is located in western Tehama County.

Landowner's statement of need: Hammer Camp needs domestic water and hydropower in spring, summer & fall. We are interested in looking at possible alternatives to obtain water and power but also benefit fish.

The USFWS requests submission of proposals for 1) a fish passage assessment; 2) development of a range of alternatives to implement any needed repairs and/or modifications; 3) completion of a final engineered design and an engineer's cost estimate for repairs and/or modifications based upon selection of a preferred alternative by a Technical Advisory Committee; and 4) development of a Quality Control plan for the proposed data collection/analysis. A map of the project area is attached at the end of this document.

D. SCOPE OF WORK

1. Background:

The need to restore and maintain salmonid passage in Cottonwood Creek is identified in AFRP and CALFED Ecosystem Restoration Program (ERP) goals, objectives, and targets. Both of these programs prioritize establishment, restoration, and maintenance of anadromous fish habitat quality on this stream. Providing unimpeded fish passage and maintaining suitable water quality are also of paramount importance. In the AFRP Final Restoration Plan, "...improving the opportunity for adult fish to reach their spawning habitats in a timely manner" is one of six objectives identified in achieving the AFRP program goal of doubling the natural production of anadromous fish in Central Valley rivers and streams on a sustainable and long-term basis. For more information on the recommended restoration activities on Cottonwood Creek, please visit these AFRP and ERP websites/planning documents: <http://www.fws.gov/stockton/afrp/workingpaper.cfm>

http://www.fws.gov/stockton/afwp/ws_stats.cfm?code=COTTC

http://www.calwater.ca.gov/calfed/library/Archive_ERP.html

Cottonwood Creek is located within the following EPA HUC designations: Stream Number Cottonwood Creek Headwaters (HUA 18020113) and Stream Number Cottonwood Creek Lower (HUA 18020102). This 938-square mile (600,000+ acre) watershed, comprised of roughly 25% federal and 75% private land, and is home to large expanses of mixed conifer, chaparral, oak woodland, and grassland habitats, as well as long expanses of Great Valley riparian forests (CH2MHill 2002).

A considerable portion of the watershed is covered by ranches, with numerous ranchettes surrounding some of the small community centers. The watershed is home to several species of special interest including three runs of Chinook salmon—fall-run, late fall-run, and spring-run (*Oncorhynchus tshawytscha*) and Central Valley steelhead (*Oncorhynchus mykiss*). While the watershed is reasonably undeveloped, several key factors suggest that immediate implementation of appropriate watershed planning and restoration projects is critical to preserve and/or enhance the multiple ecosystem services provided by the watershed. Cottonwood Creek is the largest undammed tributary on the west side of the Sacramento Valley. The creek spans a broad elevational range and functions as an important regional wildlife corridor and neotropical bird habitat. Well-developed montane, foothill, and valley riparian forests are found throughout the Cottonwood Creek Ecological Management Zone, and these forests have good connectivity with the Sacramento River Ecological Management Zone. One of the most important ecological attributes of Cottonwood Creek is its role as the primary source of coarse sediments and spawning gravel for the Sacramento River, second only to that of Cache Creek. Cottonwood Creek supplies almost 85% of the gravel introduced into the Sacramento River between Redding and Red Bluff (Reynolds et. al. 1993).

SF Cottonwood Creek has a hydroelectric diversion, known as the Hammer Diversion, located on private property in the foothills of the watershed. This diversion used to have a functioning fish ladder, but due to damage, it is no longer functioning. The construction of the ladder was initially completed in the mid-1980's. The dam was original built in 1936 but underwent modifications in the 1970's.

The Hammer Diversion on SF Cottonwood Creek is located at an elevation of 1,545 ft. The UTM location is: NAD 83 10T 523860.12 m E ; 4441427.58 m N.

An initial passage assessment completed by the California Department of Fish and Game (CDFG) in fall 2011 determined that existing diversion structure and its associated ladder did not meet CDFG/National Marine Fisheries Service (NMFS) fish passage criteria. In addition to portions of the ladder (lowest steps) being in a state of poor repair and/or missing, jump heights and pool lengths do not meet criteria.

2. Goal of Project:

The goal of the SF Cottonwood Fish Passage Improvement Project, Phase 1 is to assess and design any required remediation to improve fish passage at the Hammer Diversion location. An improvement in passage would allow for uninterrupted migration and a corresponding increase in production of steelhead, fall-run Chinook, and spring-run Chinook (spring-run historically accessed SF Cottonwood Creek and may still do so—investigations are ongoing). The improvement project would also balance the needs of the landowners for domestic water and hydropower during spring, summer and fall (see section I.C.).

3. Study Objectives:

- A. Identify flow conditions within the footprint of Hammer Diversion and its associated ladder to determine hydrologic conditions that are needed to provide fish passage of both juvenile and adult salmonids.
- B. Develop alternatives to address the need for unimpeded fish passage of both juvenile and adult salmonids. This could include developing alternatives for providing power and municipal water needs in lieu of using the water diversion at the Hammer Diversion location.
- C. Developing engineered plans for the selected preferred alternative to provide unimpeded fish passage of both juvenile and adult salmonids.

4. General Methods:

Project Area: A map is attached at the end of this document (Attachment 1). The project area consists of the home of the landowner; the trail to the diversion dam; the diversion dam; an existing additional diversion structure south of the landowner's home (this diversion in on a small tributary); and a distance both above and below the diversion dam that is adequate to meet data gathering and analysis needs for the purpose of this project.

The successful Applicant will perform project management, which includes working with the USFWS, CDFG, the National Marine Fisheries Service, (NMFS), and the affected landowner, a subset of which will comprise a Technical Advisory Committee (TAC). Coordination with CDFG Redding Office should occur to determine if design alternatives will be accepted by CDFG for implementation. A California licensed engineer should be on the design team. The TAC will make a recommendation to the successful applicant on which alternative(s) to move forward with for full design.

The alternative(s) solutions for passage improvement must meet the 2001 NMFS Guidelines for Salmonid Passage at Stream Crossings, and CDFG criteria for fish passage as described in the "Fourth Edition 2010), Volume II, Part IX, of the

California Salmonid Stream Habitat Restoration Manual (Manual). These documents can respectively be found at:

<http://swr.nmfs.noaa.gov/hcd/NMFSSCG.PDF>

<http://www.dfg.ca.gov/fish/Resources/HabitatManual.asp>

As previously stated, the landowner utilizes the diversion for power for his home and a small amount of water for municipal needs. There are no existing electrical power sources in the area (the property is “off the grid”). Alternatives that can provide these needs and also potentially remove the diversion structure can be explored.

The applicant is responsible for determining the amount and kinds of topographic and/or other data gathering that is necessary in order to determine the passage issues, propose alternatives, and design remediation. (The data gathering described below may not be all that is necessary.)

Methods :

- a) Determine fish passage flows and flood flows using techniques listed in Part IX of the Manual. Alternative minimum flows should be used for juvenile and adult low flow fish passage.
- b) Conduct a topographic survey that includes; a longitudinal profile of the bed and water surface upstream and downstream of the ladder structure and waterfall, existing structure detail, cross sections and a structure profile with water surface. The extent of the survey shall be sufficient to thoroughly evaluate alternatives.
- c) Perform a geotechnical investigation of subsurface conditions at the project site.
- d) Based on necessary data to be collected, develop a list of conceptual repairs to the ladder structure if determined necessary for passage. The applicant must then attend a meeting with the TAC to discuss the range of alternatives; the TAC will then recommend which alternative(s) should have engineered plans developed.
- e) Develop a Basis of Design Report that includes 30% plans including, but not limited to, a site plan, grade control structure plan and sections; and engineers cost estimate for review and approval by the grant administrator, the TAC, and a CDFG hydraulic engineer. The applicant shall attend a stakeholder meeting with representatives of USFWS, NMFS, CDFG, and the affected landowner to discuss the report and agree to a proposed design and any requested changes.
- f) Submit plans, specifications, and engineer’s cost estimate at 50%, 90%, and 100% completion for review and approval by the grant administrator, the TAC, and a CDFG Fisheries Engineering Team hydraulic engineer.

Access to the project area and permission for inventory/verification has been obtained in writing. Verification of the selected applicant must be provided to the landowner. The landowner will be a member of the Selection Panel and TAC. The majority of the area in the project area is privately owned, although U.S. Forest Service land (Shasta-Trinity National Forest) lies nearby to the west (upstream) of the diversion dam.

II. AWARD INFORMATION

The Red Bluff Fish and Wildlife Office, Anadromous Fish Restoration Program is soliciting proposals to complete the South Fork Cottonwood Ladder Fish Passage Improvement Project, Phase 1. The AFRP anticipates up to \$80,000 may be available for funding this project. Successful awards will be made through a financial assistance agreement (aka cooperative agreement).

Anticipated project start date should be initiated as early as possible (late in the fiscal year 2012), given the timeline to prepare for collecting existing data, coordinating with the landowner and CDFG, gathering additional field data, and developing final designs. The Project must be completed within two years upon signing the grant agreement. If bids are received that are above the designated funding amount, they will need to specify the tasks and costs that cause the proposal to be more expensive than allotted. Consideration of these additional tasks is a possibility.

III. Eligibility Information

A. Eligible Applicants

* Eligible applicants are limited to those institutions, organizations or individuals with a background in fish passage design and completing Federal and California State environmental compliance documents and permitting needs.

* A licensed engineer should be on the fish passage design team and must be licensed by the State of California Board of Professional Engineers .

*Applications from federal agencies or employees of federal agencies cannot be considered.

* The applicant shall be fully capable, qualified, insured, and licensed as required to provide these services.

Please also list all offices used by the respondent and the location of the office from which the primary work on this project would be performed.

B. Cost Sharing or Matching

There is no cost-sharing or matching requirement for this award.

IV. Application and Submission Information

A. *This Announcement Contains All the Information Required to Submit an Application*

1. Electronic Applications Materials The required Standard Form (SF) 424 form set may be accessed at <http://www.grants.gov> or by contacting Tricia Parker Hamelberg at Tricia_Parker@fws.gov for any other of the required forms as listed in the grant solicitation or in 2) Supplemental Requirements as listed below.

Grants.gov supports the Adobe Reader versions 8.1.1, 8.1.2, 8.1.3, 8.1.4, 8.1.5, 8.1.6, 8.1.7, 9.0, 9.1, 9.1.1, 9.1.2, 9.2, 9.3.2, and 9.4. Some of these versions are available for free download from the Adobe Website:
<http://www.adobe.com/products/acrobat/readstep2.html>.

Only these versions should be used when submitting grant applications. Other Adobe Reader versions are not supported. Assistance is available on Grants.gov in determining compatible versions of Adobe Reader under Help, Download Software.

2. Hard Copy Application Materials

If you do not have access to the web page or have trouble downloading material, and you would like a hard copy you may mail the request to Tricia Parker Hamelberg at the Red Bluff Fish and Wildlife Office (RBFWO), 10950 Tyler Rd, Red Bluff, CA 96080 or call (530) 527-3043 x 248. When calling the RBFWO, please indicate that you are requesting the RFP and associated application forms for AFRP-N-12-1, South Fork Cottonwood Ladder Fish Passage Improvement Project, Phase 1. Materials may also be requested via Internet by sending an e-mail to Tricia_Parker@fws.gov. For all technical questions, call Tricia Parker Hamelberg at (530) 527-3043 x248.

B. Content and Form of Application Submission

1. Application Requirements

This announcement contains all the information needed to submit a proposal. The project proposal is a narrative description and the budgetary information of the project. Only information that is pertinent to the project should be included. The project proposal should also indicate whether partial funding of the project is practicable, and, if so, what specific portion(s) of the project could be implemented with what level of funding.

A project proposal that is part of a longer term initiative will be considered, however, the proposed project's objectives, benefits, and tasks must stand on their own, as there are no assurances that additional funding would be awarded in subsequent years for associated or complementary projects. An incomplete proposal will not be considered for funding.

Applications must be no smaller than 12 point font, preferably in Times New Roman type, with 1-inch margins, double-spaced, no longer than 20 pages and submitted in single-sided, electronic or hard copy.

Complete applications must include:

- Applicant name, mailing address, phone and fax number, and email

- address
- Budgetary information (including necessary Federal Forms, i.e. SF-424 Application for Assistance)
- Background and need for proposed work
- Justification for proposed work
- Approach including study design, hypotheses, goals, methods, equipment and facilities, data collection, any statistical analysis and quality assurance procedures, tasks
- Feasibility of the described approach, any contingencies or requirements (e.g., dependence on outcome of other projects, environmental compliance or permitting)
- Performance measures related to project goals and objectives
- Data handling and storage
- Expected products and outcomes
- Deliverables for each task
- Work schedule, including estimated start and completion dates of each task
- Applicant qualifications and experience. In addition, the applicant must provide a list between one to three projects completed by the firm that demonstrates the applicant's competence to perform work similar to that which is likely to be required on this project.

The Applicant shall name a project manager for these services who will coordinate all activities with the USFWS and the TAC selected for this Project.

2. Supplemental Requirements

The following table provides a summary of the supplemental forms and requirements that must be included in the application. The Dun & Bradstreet (DUNS number), Central Contractor Registration (CCR), and electronic funds transfer actions are a requirement. Potential applicants must complete these requirements before the award can be made.

What's required	Available at	When to submit
Application for Federal Assistance, Standard Form SF424 Cover sheet, 424 A & B for Non-Construction; C & D for Construction awards	http://www.whitehouse.gov/omb/grants/grants_for_ms.html http://www.gsa.gov/forms http://www.fedforms.gov	By March 30, 2012
Dun &	www.dnb.com www.dnb.com/US/customer_service/index.html	Will need before

Bradstreet Number (DUNS)	1-800-234-3867. http://www.dnb.com/us/	registering with CCR
Registration in the Central Contractor's Registration (CCR)	http://www.CCR.GOV	In time to allow for processing if not already in the system.
Electronic funds transfer Form - ACH 3881	Form is available at the Red Bluff Office of the U.S. Fish and Wildlife Service (530) 527-3043 Note: must be completed for funds transfer to occur. If your organization has a history of having received government funds/payments, you do not need to complete this form again.	Only if awarded
Registration Grants.gov *Before applying for a grant opportunity on Grants.gov, an applicant must complete the registration process	http://www.Grants.gov or support@Grants.gov , or you may call the Contact Center at: 1-800-518-4726 Registration is a 3-step process: 1. Register your organization, then; 2. Register yourself as an Authorized Organization Representative (AOR) then; 3. Become authorized by your organization to submit applications Please note: It may take up to two (2) weeks to complete the registration process due to unexpected delays. It is highly recommended that you begin the registration process as soon as possible SEE THE GRANTS.GOV WEBSITE FOR COMPLETE DETAILS	In time to allow for processing if not already in the system.

3. Data Universal Numbering System Number (DUNS) On June 27, 2003, The Office of Management and Budget (OMB) published a Federal Register notice (68 FR 38402) that announced final policy issuance on the use of a universal identifier by grant

applicants. The policy requires applicants applying for Federal grants or cooperative agreements on or after October 1, 2003 to acquire a Data Universal Number System (DUNS) number. It is the responsibility of the organization seeking Federal funds to obtain a DUNS, as necessary. Grant and cooperative agreement applicants need to ensure they have a DUNS number. Organizations can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-877-753-1444 or on the web at <http://smallbusiness.dnb.com/manage>

C. Submission Dates and Times Electronic applications must be received by Grants.gov by the close of business on **March 30, 2012** (4:30 p.m. Pacific Standard Time). If the proposal cannot be submitted via Grants.gov, it may be submitted to Tricia_Parker@fws.gov by 4:30 pm Pacific Standard Time, **March 30, 2012**. If the electronic application cannot be submitted, a hard copy must be received by the RBFWO Anadromous Fish Restoration Program (address as above in section IV A. 2.), attention Tricia Parker Hamelberg, by **March 30, 2012** (4:30 pm Pacific Standard Time). Hard copy applications should be printed on one side only and should not be bound in any manner. Proposals received after the date and time will not be considered for funding.

D. Intergovernmental Review

This program is not covered by Executive Order 12372. Review process is not required.

E. Funding Restrictions:

Awards will not allow reimbursement of pre-award costs. *Funding is contingent upon the RBFWO Anadromous Fish Restoration Program's receipt of an adequate implementation project budget for FY 2012.*

V. Application Review and Selection Information

A. Criteria

Applications will be considered complete if they include all the information required in sections IV.B.1-3.

Applications are sought that show the applicants expertise and ability to assess fish passage issues and design fish passage remediation.

Proposals will be reviewed by a team of Federal staff based on the following criteria:

- Proposed assessment design and approach in determining fish passage and any necessary remediation. Will the proposed approach succeed in the stated goal?
- Approach is valid and technically sound. Are the proposed deliverables of value?
- Possess experience and qualifications in assessing and designing fish passage facilities;
- Primary Investigators and/or sub-recipients record of performance and expertise, and inclusion of a state licensed engineer on the fish passage design team;
- Budget is reasonable and provides good value for funds requested; and
- Past performance on projects; working knowledge of fish passage design and regulatory documents and processes.

B. Review and Selection

Additional technical review will be conducted by reviewers external to the Anadromous Fish Restoration Program and unaffiliated with any organization submitting a proposal or proposed subcontractors. Projects selected for funding may require revision based on internal and/or external review comments. The selection recommendations of the Federal staff (and any external reviewers) will be provided to the RBFWO Project Leader, who is the Selection Official. The Selection Official will make the final award decision. All applicants will be notified of the results of the selection process by the Grants/Agreements Assistant.

C. Applicant's and the USFWS responsibilities

1. Applicant's Responsibilities and Deliverables

Successful applicants shall ensure that the project complies with all applicable Federal, State and local laws and regulations. A successful applicant is ultimately responsible for obtaining all applicable Federal, State and local permits for work to be performed under the award.

The Recipient shall submit a written report on a quarterly (or more frequently) basis presenting the activities that occurred and provide a description of the project accomplishments during each quarter of the calendar year beginning with the quarter covering October through December. The reports shall be submitted within 30 days following the end of each quarter.

The successful applicant will submit requests for reimbursement using Standard Form 270, Request for Reimbursement, no more frequently than monthly. A breakdown of funds spent, by task, must accompany each invoice. Requests for reimbursement will be made on the basis of submission by recipient of acceptable documentation and deliverables as defined by the Service. Ten percent of the total amount of the agreement may be withheld until all requirements of the agreement are accomplished. If 10% is withheld, a final invoice may be submitted for the 10% withheld once all the requirements are approved.

2. USFWS Responsibilities

USFWS will provide a science-based technical review of selected proposal, may provide technical information, and may be available for assisting with products such as peer-reviewed publications.

VI. Award Administration Information

A. Award Notice

Successful applicant will be notified after selection and confirmation of available funding, by August 31, 2012. An applicant should not initiate a project in expectation of USFWS funding, nor should they purchase materials or begin work until such time as they receive the final award document signed by an authorized Service official.

B. Administrative and National Policy Requirements:

Federal awards are subject to Federal financial administrative requirements. Please see the following for a particular application.

Type of Recipient

Applicable Guidance

Institutions of Higher Education OMB Circular 2 CFR Part 215 OMB Circular A-21, Cost Principles 43 CFR Part 12, Subpart D – Government-wide Debarment and Suspension (Nonprocurement) And Government-wide Requirements for a Drug Free Workplace 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations (if work will be subcontracted out) 48 CFR Part 52.215.2 – Audit and Records Negotiation

<p>Non-Profit Organizations</p>	<p>OMB Circular 2 CFR Part 215 OMB Circular A-122 Cost Principles OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations 43 CFR Part 12, Subpart D – Government-wide Debarment and Suspension (Nonprocurement) And Government-wide Requirements for a Drug Free Workplace 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations (if work will be subcontracted out) 48 CFR Part 52.215.2 – Audit and Records Negotiation</p>
<p>For profit, individuals and others excluded from coverage with OMB Circular A-122</p>	<p>Federal Acquisition Regulations, full text of appropriate clause may be found at http://www.arnet.gov/far 43 CFR Part 18 – New Restrictions on Lobbying 48 CFR Part 31.2 – Contracts with Commercial Organizations 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs</p>

Governments – State, Local, and Federally Recognized Indian tribal governments	OMB Circular A-102 OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations 43 CFR Part 12, Subpart E – Buy American Requirements for Assistance Programs 43 CFR Part 18 – New Restrictions on Lobbying 43 CFR Part 12, Subpart D – Governmentwide Debarment and Suspension (Nonprocurement) And Governmentwide Requirements for a Drug Free Workplace 48 CFR Part 52.215.2 – Audit and Records Negotiation
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C. Reporting Requirements

1. Performance and Financial Reports

The successful applicant shall submit an annual interim written performance report to the project contact listed in VII no later than October 1 in Adobe PDF or Microsoft Word. The report’s format must present the activities that occurred and provide a description of the project accomplishments during the calendar year. The Financial Report must use the Standard Form 425 Federal Financial Report. The reports shall be submitted within 90 days after the last day of each annual interim reporting period. Please see the following schedule for due dates of both the Performance and Financial Reports:

Award Effective Date	Annual Interim Report End End Date	Annual Interim Report Due Date (90 days after report end date)
January 1	December 31	March 31
January 2 – March 31	March 31	June 29
April 1	March 31	June 29
April 2 – June 30	June 30	September 28
July 1	June 30	September 28
July 2 – September 30	September 30	December 29
October 1	September 30	December 29
October 2 – December 31	December 31	March 31

The successful applicant shall also submit written progress reports to the project contact listed in VII on a quarterly basis in Adobe PDF or Microsoft Word format presenting the activities that occurred and provide a description of the project accomplishments during each quarter of the calendar year beginning with the quarter immediately succeeding the project start date. The reports shall be submitted within 30 days following the end of each quarter.

2. Final reports

Draft final reports are due no later than 60 days after completion of the project. Final reports will be due 30 days after receipt of Service comments on the draft report. The successful applicant shall submit, within 90 calendar days of completion of the project, a final invoice. The successful applicant shall account for any real and personal property acquired with Federal funds or received from the Federal Government according to requirements of regulations referenced in the award. The final report will be provided in hardcopy and electronic copy, using Adobe PDF or Microsoft Word format, and sent to: (Habitat Restoration Coordinator's mailing and e-mail address. See Section VII.).

VII. Agency Contact(s)

For technical questions associated with this project contact **Tricia Parker Hamelberg**, Anadromous Fish Restoration Program Habitat Restoration Coordinator; 10950 Tyler Road; Red Bluff, CA 96080; telephone 530-527-3043, ext. 248; fax 530-529-0292; email: **Tricia_Parker@fws.gov**. For questions of an administrative content, such as forms completion and for sending hard copies such as the signature page, contact Tricia Parker Hamelberg.

VIII. Other Information

Please note that the Federal Government is not obliged to make any awards as a result of this announcement, and only official Service grant officers can bind the Government to the expenditure of funds. If you are selected as a Federal grant recipient, the funds you receive may be subject to Federal and other taxes.

A. Proposal preparation instructions and format:

In addition to the required forms identified in Section IV, a narrative proposal is also required. The following is the format of the proposal, as well as instructions on how to complete the proposal.

1. Project information page

This proposal (title of proposal) is for the fiscal year 2012:

- 1) name;
- 2) proposal title;
- 3) project duration;
- 4) lead organization name;
- 5) enter the name of the agency or institution to whom funds would be awarded;
- 6) organization contact (please provide information for the primary person responsible for oversight of the project's operation, management, and reporting requirements at the lead institution, social title, first name, last name, street address, city, state or province, ZIP Code or mailing code, telephone (include area code and email);
- 7) lead investigator (is the lead investigator the same as the main contact person? If not please provide information for the primary person responsible for oversight of the award operation, management, and reporting requirements at the lead institution, social title, first

name, last name, street address, city, state or province, ZIP Code or mailing code, telephone number and e-mail); and,

8) provide information about additional investigators (last name, first name, organization).

2. Summary or abstract page

Provide a summary of your project including the following: a brief description of your proposed project, including location, goals, objectives, the actions to be implemented, and the approach to implement the proposal, expected outcomes, and relationship to high priority needs.

3. Proposal description text

a. Problem-describe the problem that the project is designed to address including a brief narrative of the project location. Provide background, including a review of relevant past studies of and solutions (if any) to the problem, here and elsewhere, with appropriate citations of relevant reports. Clearly state the goals, objectives and hypotheses of your proposed study.

b. Approach (scope of work) -Provide study design. Describe (if applicable) all sampling, analytical, planning, and construction procedures for each objective as appropriate. Include details about methods and techniques, equipment and facilities, data collection, statistical analysis and quality assurance procedures, performance measures, and describe the criteria to be used in hypothesis testing. Clearly identify how your approach maximizes the information richness and value to decision-makers.

c. Feasibility-Demonstrate that the described approach is both feasible and appropriate to the proposed work, and that the project can be completed in the time allotted, allowing for weather and other exigencies. Any contingencies or requirements (e.g., dependence on outcome or timing of other projects, dependence on natural or operational conditions, environmental compliance and permitting) must be thoroughly addressed.

d. Permits and agreements-If applicable, explain what permits are necessary to proceed with the tasks described. Explain the current status of each permit. Explain any other constraints that could impact the schedule and the ability to implement the project. Identify the nature and approach to resolving other outstanding implementation issues.

e. Private property access and landowner permission and participation-Projects proposed on private property or that require access of private property owned by someone other than the applicant must provide written permission from the property owner. Projects conducted in the field for which specific locations have not been identified in the proposal will be required to provide access needs and permission for access shortly after notification of approval. Failure to include written permission from the property owner may result in disqualification of the proposal. This is another hard copy item that should be sent, along with other hard copy items (such as the signature page), to the RBFWO Anadromous Fish Restoration Program contact person (See Section VII, Agency contacts).

f. Data handling and storage -describe how the data and other information will be handled, stored, and made accessible.

g. Expected products/outcomes -Provide a list of planned deliverables such as; reports, presentations, advances in technology, and information transfers via workshops, seminars, education programs, etc. and timing of each.

h. Qualifications. Provide brief biographical sketches of the principal participants, identifying education and relevant experience as well as contributions (e.g., completed projects, published reports on the same topic) consistent with their roles and responsibilities in the proposed project. Explain how these participants provide the range of expertise in sciences or other disciplines needed to achieve the project's objectives.

Specify individual roles and responsibilities regarding technical, administrative, and project management. When sub-recipients are identified, explain briefly how they were or will be selected and why. Disclose or discuss any potential problems regarding the principal participants' availability to complete their work within the projected timeline.

4. Work Schedule page

Identify the start and completion dates of each of the tasks and associated deliverables discussed above as well as other key milestones. Clearly identify which tasks are considered to be inseparable if only a portion of the project were to be funded. Identify the potential to incrementally fund and implement the proposed scope of work.

Identify how payments would relate to milestones, as applicable. Please identify project management as an independent task. Provide a time line with expected start and stop dates, and accomplishment of milestones.

Tasks identified in the work schedule should match those shown in the budget.

5. Budget

Provide a detailed budget showing how requested funds will be used to carry out the project's scope of work. Costs for each major task described in the "Approach (scope of work)" section of your proposal must be presented. A task for project management should include the specific costs associated with insuring accomplishment of a specific project, such as inspection of work in progress, validation of costs, report preparation, response to project specific questions and necessary costs directly associated with specific project oversight. Applicants should also include costs associated with managing project funds, including preparation of quarterly, annual, and final reports to the funding agency. Tasks for environmental compliance, monitoring, project design, data handling, storage, and dissemination, and public outreach should also be included as appropriate for your project. Include information related to cost sharing and in-kind contributions.

Suggested Budget Format:

Year 1 (Months 1 to 12) 6. Signature page

task	labor	benefits	travel	supplies and expenables	services and consultants	equipment	lands and rights of way	other direct costs	direct total	indirect costs	total
totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

*If the applicant is unable to submit the proposal via Grants.gov they then must provide a signature page with the following instructions. A one page sheet with an original signature, the sheet may have a scanned-in signature, otherwise it must be followed up with a faxed or mailed copy. This declaration must be submitted to Tricia Parker Hamelberg, Habitat Restoration Coordinator at address 10950 Tyler Road, Red Bluff, CA 96080; telephone 530-527-3043; fax 530-529-0292; email Tricia_Parker@fws.gov, as identified in Section IV.B. Section 2 by **, 2012.*

This signature page should declare that all representations in this proposal are truthful, and the individual signing the form is authorized to submit the application on behalf of the applicant (if applicant is an entity or organization). Include proposal title and submitter.

Failure to sign and submit this information will result in the application not being considered for funding.

References:

Ch2MHill. 2002. Cottonwood Creek Watershed Assessment. Prepared for the Cottonwood Creek Watershed Group. 712 pp.

Reynolds, F. L., Mills, T. J., Benthin, R., and A. Low. 1993. Restoring Central Valley streams: a plan for action. Inland Fisheries Div., Calif. Dept. of Fish and Game. Sacramento CA. 184 p.

U.S. Fish and Wildlife Service. 2001. Final Restoration Plan for Anadromous Fish Restoration Program. 146 pp.

Attachment 2: Photos of SF Cottonwood Creek and the Hammer Diversion



Photo 1. SF Cottonwood Creek, Hammer Diversion Dam, looking north. Aug 2011. P.Bratcher, CDFG



Photo 2. SF Cottonwood Creek, looking west/upstream of Diversion Dam (Dam not seen). Aug 2011. P. Bratcher, CDFG