Guidance

Partnership Technical Assistance Application

Oregon Watershed Enhancement Board
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Partnership Technical Assistance application forms and other items referred to in this document are available via OWEB's website, unless otherwise indicated.

This document provides guidance for completion of the Oregon Watershed Enhancement Board's Partnership Technical Assistance Grant Application. The Guidance document and any attachments will be periodically updated by OWEB staff as needed.

August 2025

Table of Contents

Oregon Watershed Enhancement Board

The Oregon Watershed Enhancement Board (OWEB) is a state agency that provides grants to help Oregonians take care of local streams, rivers, wetlands, and natural areas. OWEB grants are funded from the Oregon Lottery, federal dollars, and salmon license plate revenue. OWEB offers a variety of grant types and programs.

Overview

The Partnership Technical Assistance (TA) grant offering supports the operations of existing partnerships, or collaborating groups of organizations, to enhance partnership capacity, develop a Strategic Action Plan, conduct community engagement related to Strategic Action Plan development, and coordinate Strategic Action Plan implementation. Applicants can request a maximum of $150,000. Grants can last up to 3 years.

Applications to the Partnership Technical Assistance grant program must demonstrate a pathway to future restoration or acquisition projects.

Definitions

Partnership Development
Technical assistance for existing partnerships to develop or enhance a Strategic Action Plan and partnership governance.

Partnership Capacity
Technical assistance for existing partnerships with a Strategic Action Plan to support Strategic Action Plan coordination and implementation.

FIP Partnership Capacity
Only those partnerships *currently awarded* a Focused Investment Partnership (FIP) Initiative level grant are eligible for this track of the offering.

OWEB's Definition of a Project

OWEB defines a project as all related and relevant activities necessary for achieving the project's full ecological objectives, whether funded by OWEB or other sources. You should not separate out OWEB and non-OWEB funded activities. Answer all application questions to reflect all proposed project activities, regardless of funding source. The Budget and Match sections of the application provide space for you to designate funding sources for each activity.

OWEB Requested Funding **+** OWEB Required Match **+** Leveraged Funds **=** Project

Eligible and Ineligible Project Activities

Eligible Project Activities (including but not limited to...)

Partnership Development

- Partnership coordination and administrative duties
- Partnership meetings (costs to participate, room/food, materials, etc.)
- Facilitation (staff or contracted time)
- Staff or contracted time developing a Strategic Action Plan
- Staff or contracted time developing partnership governance documents (e.g. MOU, Operations Manual, Fundraising Plan, Outreach/Communication Plan, etc.)
- Community engagement in support of developing a Strategic Action Plan
- Project planning, mapping, and/or prioritization software

Partnership Capacity

- Partnership coordination and administrative duties
- Partnership meetings (costs to participate, room/food, materials, etc.)
- Facilitation (staff or contracted time)
- Updating partnership documents (e.g. Strategic Action Plan, Governance Documents, Fundraising Plan, Outreach/Communication Plan, completing the Theory of Change and/or Progress Monitoring Framework sections of OWEB's Strategic Action Plan, etc.)
- Project planning, mapping, and/or prioritization software

  Other sections are required to be included in the partnership's Strategic Action Plan before applying for this grant type.

Eligible Applicants

Partnerships generally include representatives from a variety of organizations including: local, state, and federal agencies; tribes; not-for-profit conservation organizations; Oregon institutions of higher education; or independent not-for-profit institutions of higher education. The composition of the partnership is determined by the partners.

In applying for program funding, the partnership will select one partner to be point of contact as applicant. A grant applicant must be one of the **legal entities** identified below and have a Federal Employer Identification Number (FEIN). A state or federal agency is not eligible to be applicant.

Eligible Legal Entities

🏛 Local or tribal government

🌐 Non-profit organization

🎓 Institution for Higher Education
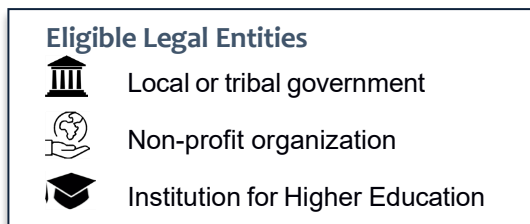
Documents and Guidance

Partnership TA forms and other items referred to in this document are available at [Oregon Watershed Enhancement Board : Partnership Technical Assistance : Grant Programs : State of Oregon](#), unless otherwise indicated.

OWEB's online applications, including the Partnership TA application, are available at https://apps.wrd.state.or.us/apps/oweb/oa/. *It is recommended that you login to your OGMS portal and view the application in its entirety. The application has different questions depending on whether you are applying to Partnership Capacity, Partnership Development, or are a currently awarded Focused Investment Partnership (FIP). The guidance and the downloaded template include all those components, so it can be a little hard to track what questions you need to respond to if you only view the application template document.*

OWEB's Strategic Action Plan guidance is a valuable resource to assist partners with developing their SAP: (www.oregon.gov/oweb/Documents/FIP-SAP-Guidance.pdf).

OWEB's Governance Documents guidance is a valuable resource to assist partners with developing their Governance: [oregon.gov/oweb/Documents/FIP-Char-Bonneville-Environmental-Foundation-Governance-Documents-March-2023-Accessible.pdf](#)

OWEB's Partnership Learning Project (Parts 1, 2, 3) is valuable to ground partners in the process and work of forming and participating in a Partnership (look at the menu on the far right side of the screen): [Oregon Watershed Enhancement Board : Focused Investment Partnerships (FIPs) : Grant Programs : State of Oregon](#)

For a handout to share with partners as you build your application and think about your partnership structure, this is a helpful resource: [BRIEFGUIDE_Partnership-Learning-Project-Part-3.pdf](#)

Evaluation of Applications

OWEB intends to fund Partnership TA grants that have a high probability of supporting partnerships in implementing work as guided by the partnership's Strategic Action Plan. It is important to demonstrate that the proposed Partnership TA activities will position the partnership to generate positive impacts on the landscape and in the community of the partnership's focal geography.

Applicants should ensure that proposed activities align with the purpose and eligibility of the Partnership TA grant offering.

Partnership TA grant applications are evaluated by a Partnership TA review team, which consists of personnel with statewide knowledge and interdisciplinary expertise drawn from agencies represented on the OWEB Board and other entities, as appropriate.

The review team will consider the following criteria (OAR 695-030-0045 (3)): (a) The degree to which the application demonstrates support and engagement from the appropriate stakeholders; (b) The likely effectiveness of communication among the applicant and partners; (c) The extent to which the application describes partner roles and responsibilities; (d) The performance history and composition of the partnership; (e) How the proposed costs are aligned with the work necessary to accomplish the objectives described in the application; (f) The qualifications of the technical staff of the applicant, or consultants to be retained, to accomplish the activities described in the application; (g) The extent to which the application describes why the opportunity for partnership technical assistance is timely; (h) The extent to which the application identifies a common vision of success and potential barriers to success of the project; (i) The likelihood of success of the partnership technical assistance project, including if the project will lead to future eligible restoration or acquisition projects; and (j) The organizational capacity of the applicant. Climate-Related Evaluation Criteria will also be taken into consideration when reviewing the application (OAR 695-005-0045): (1) How engagement with, and input from, local communities disproportionately impacted by climate change has informed or will inform the project. (2) How changing climate conditions are incorporated into the project and how the project will contribute to durable adaptation and resilience for ecosystems including human communities. (3) How consideration of greenhouse gas emissions or long-term carbon sequestration or storage has informed the project.

The review team will evaluate each application and provide funding recommendations to OWEB staff. OWEB staff will review the expert review team recommendations and make a funding recommendation to the Board. The results of the expert review process, including evaluations, shall be provided to applicants and the OWEB Board.

How to Apply

Partnership TA applications are available via OWEB's online application website: https://apps.wrd.state.or.us/apps/oweb/oa/.

An OWEB Online Grant Management System (OGMS) login is required to access the online grant application. Only one login per organization is allowed. If no login exists for the applicant's organization, please email Leilani Sullivan at leilani.sullivan@oweb.oregon.gov to request one. Include the following in your email:

- Organization name and address.
- Grantee Contact information: name, title, email address, and phone number for the person who will receive all communication from OWEB and sign any grant agreements.
- Payee Contact Information: name, email address, and phone number for the person who keeps financial records and submits payment requests and documentation.
- FEIN (Federal Employer Identification Number). OWEB may only enter into agreements with legally established entities.
- Per federal guidance, all OWEB grantees must be registered at the System for Award Management (SAM) before receiving a grant agreement. Entities will receive a non-proprietary identifier (called the Unique Entity Identifier (UEI).) This identifier is assigned by SAM (sam.gov is a free service) and entities must update their registration annually.

Application Cycles and Deadlines

All deadlines referred to in this Guidance are **5:00 pm Pacific Time for each grant cycle**. Deadlines will be posted on OWEB's website and will be announced by email in advance**.**

Filling out the Application

This section outlines instructions for the Partnership TA online application. Instructions may not be included for sections of the application that are self-explanatory.
The application must be completed regardless of whether there are applicable instructions below.

Administrative Information

The information in this section of the application form will be used to:
1) Enter the project in OWEB's database;
2) Create a grant agreement if the project is funded; and
3) Meet State of Oregon legal requirements.

Application Name

Provide a name that can be used for the project on all related correspondence and agreements. Giving the project a name helps to define it. Try to keep the project name to seven words or fewer.

Applicant Contact Information

Provide the name of the organization submitting the application and to whom the grant agreement will be addressed.

Payee Contact Information

Provide the name of the organization and organization's staff person who will be responsible for tracking and accounting for project funds.

Project Manager Contact Information

Provide the name of the organization and organization's staff person who will receive all correspondence about the project, including technical aspects of the project during evaluation and project implementation.

Abstract

The abstract statement provides important reference information for the project and will be the first place OWEB staff and technical reviewers look to understand the location and components of the proposed activities. The abstract should be clear and concise. Provide an abstract statement for the project in 2,000 characters or less that includes the following four elements:

Identify the project location.
Include the names of streams, rivers, or watershed(s) impacted by the project; the proximity of the nearest town(s); and the county(ies) in which the project is located.

Briefly state the watershed issue, problem, and/or limiting factor(s) to be addressed.
List the watershed issues/problems the project addresses, such as fish and wildlife species, habitat access, fish passage, altered habitat, water quality/quantity, invasive species or other concerns associated with addressing ESA-listed species, TMDL's or other issues identified in planning documents.

Identify and briefly describe the proposed work.
Briefly list the kind(s) of actions being proposed (such as contract with a facilitator, host bi-monthly partnership meetings to develop draft chapters of a Strategic Action Plan, develop a project tracking framework, etc.).

Identify project partners.
List partners directly involved in the project. For example, partner involvement could be by contributing technical advice, materials, labor or cash match. Using acronyms is acceptable.

Location Information

Mapping project
Map the point that best represents the approximate center of the partnership's focal geography. Be sure to map the project within the correct OWEB Region (www.oregon.gov/OWEB/Documents/RPR-Contact-Map.pdf). If the project includes a sensitive location, such as sage-grouse habitat, use the applicant's address as the map point. It is possible that a partnership's geography spans multiple regions. In that case, select the region that encompasses the majority of the partnership's geography.

Ownership
Check the boxes that apply to the project and provide the information requested. OAR 695- 005-0030(3) states that "All applications that involve physical changes or monitoring on private land must include certification from the applicant that the applicant has informed all landowners involved of the existence of the application and has also advised all landowners that all monitoring information obtained on their property and submitted to OWEB is a public record. If contact with all landowners was not possible at the time of application, explain why."

Permits
Permit and license information provided in the application will be imported into the final grant agreement for an awarded grant. You are responsible for verifying applicable permits, licenses, and General Authorizations required for the project at the time of execution of the grant agreement and on an ongoing basis. You may update this information before the grant agreement is executed.

Racial and Ethnic Impact Statement

Chapter 600 of the 2013 Oregon Laws requires applicants to include a Racial and Ethnic Impact Statement with each grant application.

Insurance

OWEB's insurance requirements for grantees include standard insurance types and coverage, as well as specialized insurance coverage for higher-risk projects. If OWEB grants funds for your project, your organization will be required to document certain insurance at the time of executing a grant agreement. Refer to OWEB's guidance regarding insurance requirements, available in Chapter 15 of OWEB's GoBig Guidance on Budgeting in Grants.

Additional Information

Sage-Grouse

At its April 2015 meeting, the OWEB Board adopted a policy to support projects benefitting sage-grouse habitat in Oregon's sage-steppe ecosystem. The policy makes available at least $10 million in grants over ten years. This question allows OWEB to track these dollars. If the project includes a sensitive Sage-grouse location, use the applicant's address as the map point.

Problem Statement

Problem Statement

Explain the partnership's capacity needs, using examples.

Example from an awarded application:

No Strategic Action Plan: Various members of the Partnership have been collaborating on restoration, monitoring, and outreach activities for the past 20 years. The Partnership's existing action plan does not provide time frames or measurable objectives for its goals or outcomes. No formal agreement exists as to how the partnership will work together to accomplish desired outcomes and objectives. There is no agreed upon approach as to how we evaluate the success of our efforts to restore the watershed, although there are many monitoring efforts taking place. The Action Plan lacks long-term cost estimates for achieving outcomes or a plan for how these might be funded. Finally, there is no process in place for incorporating lessons learned or new information into the Action Plan.

Effectiveness of Outreach & Community Engagement: The Partnership's community engagement and outreach efforts have not reached full potential, thus limiting our opportunity to engage all sectors of the watershed community that have a stake and impact on natural resources.

Given the maturity of the Partnership and the overall need for more participation in and funding of conservation efforts, we need to increase the extent and effectiveness of the Partnership's community outreach and engagement.

Capacity to Increase Pace & Scope of Actions: The Partnership has a long history of working collaboratively on planning and implementing watershed projects. However, recent local and

regional planning efforts indicate that we will need to increase the pace and scope of our efforts if we aim to maintain or improve aquatic habitat conditions in the face of climate change. For example, the Lower Columbia River Conservation and Recovery Plan for Oregon Populations of Salmon and Steelhead and the Hood River Water Conservation Strategy describe the quantity of instream habitat and water conservation projects that need to happen in order to meet fish recovery and water quantity targets in the next 20 to 25 years. The Partnership's current implementation pace is not sufficient to meet this timeframe. Partners need to identify ways to increase staff levels, secure new funding, share resources/staff, and eliminate redundancies.

Choose one or more of the eligible project types listed in the application. **Partnership TA grants are required to lead to implementation of watershed protection and restoration actions.**

History

During application review, review team members appreciate having historical context for proposed projects as well as information on future phases.

"Continuation" is defined as a project that previously received OWEB Partnership TA funding and is seeking funds to continue implement the same (or updated) Strategic Action Plan.

Applicants need to provide a list of actions identified in the Strategic Action Plan that have been implemented. A bulleted list of actions is fine. Be specific.

Example: Over the past three years, ten landowner workshops were held with over 12 people in attendance at each, that resulted in 30 landowner site visits to develop project implementation plans. Two OWEB technical assistance grants were utilized to develop implementation plans. Five on-the-ground projects have been implemented in areas identified in the Strategic Action Plan and 8 additional projects are in development for implementation in the coming biennium. This has resulted in 2.9 miles of our targeted 32 miles of instream and riparian restoration actions implemented to date with another 4.7 miles ready for implementation as soon as funding can be secured.

Applicants need to provide OWEB grant numbers of previous grants.

If a project is a resubmittal, provide the previous application number. Provide a summary of the changes made in this application in response to review team feedback. If you need assistance in locating the previously submitted application evaluation in OWEB's OGMS system, please contact the OWEB Project Manager for this offering.

Salmon Benefits

If your project will specifically benefit salmon or steelhead, check this box. Projects specifically benefitting salmon or steelhead should be located within a salmonid ESU recovery domain and should intend to affect streams and/or estuaries with current salmonid ESU species use or where there is likelihood of future species use. This information is used to assign a fund source, should the project be awarded. **Your response here is non-evaluative and is NOT used in making funding decisions.**

Proposed Solution

Partnership Technical Assistance Type

Select the appropriate type of Partnership technical assistance for your proposal and address the associated questions in the next section.

"Partnership Development" is defined as: Technical assistance for existing partnerships to develop or enhance a Strategic Action Plan and partnership governance.

"Partnership Capacity" is defined as: Technical assistance for existing partnerships with a Strategic Action Plan to support Strategic Action Plan coordination and implementation.

"FIP Partnership Capacity" is ONLY for currently awarded FIP Initiatives who are actively implementing their 6-year OWEB Board FIP investment.

If you are uncertain what to select, please contact the OWEB Project Manager for this offering.

Partnership Structure [ALL applicants answer the following questions]

Describe the partnership's current structure, including frequency of meetings, communication, and decision-making processes. Be specific and use examples as appropriate. (2500-character limit)

Example from an awarded application:
In 2007, the Tenmile Lakes TMDL was completed. The Tenmile Lakes TMDL and associated Designated Management Agency Water Quality Implementation Plans (DMA) identified the Lake's water quality and native fish as suffering from wetland habitat loss, increased upland sediment loading, toxic cyanobacteria blooms and nonnative aquatic plants, negatively impacting lake rearing habitat and beneficial uses of the Lakes.

In 2020, The Coos County Board of Commissioners and the Council of the Confederated Tribes of the Coos, Lower Umpqua, and Siuslaw Indians (CTCLUSI) requested the DMAs form the Tenmile Lakes Steering Committee. A Steering Committee was established to lead Focus Project Teams to: 1) Review existing DMA WQIPs and other restoration plans [completed 2021]; 2) Review and prioritize future water quality improvement projects [completed 2021]; 3) Consolidate information into the Tenmile Lakes Native Fisheries and Water Quality Implementation Plan (Plan) [completed 2021]; 4) Formalize the Steering Committee and Partners with a memorandum of understanding [completed 2021, uploaded to this application]; and 5) Seek funding for priority project implementation.

The partnership has four Focus Project Teams that meet as needed to address specific components of the Plan. These include: Upland-Riparian Land Use Team, Adjacent Land Use Team, Wetland Restoration Team, and On-Water Team. Representatives from CTCLUSI, TLBP, DEQ, DSL, ODA, ODFW, Coos SWCD, Coos County, City of Lakeside, Tenmile Lakes Association, Wild Rivers Land Trust, and Pacific Realty participate with these teams.

Meeting Schedule: Through this project, regular, semi-annual or quarterly meetings will be convened. The Focus Project Teams currently meet as needed. The full watershed group is currently convened on a monthly basis by TLBP.

Decision-making Process: The Steering Committee and Project Teams make decisions using

informal consensus. The approach is based on the proposition that the diverse members work from areas of common interest. All components of the Plan including the recommended priorities, restoration actions, project budget, and schedule, were acceptable to all Partners and adopted with no conflicts. The Tenmile subbasins were prioritized by: 1. Highest sediment accrual rates 2. Highest potential for coho production 3. Streams with shade values under 50% 4. ODFW High Stream Flow Restoration Priority.

Describe how having additional capacity funding will increase the pace and scale of the implementation of the partnership's Strategic Action Plan and result in measurable ecological outcomes. (2000-character limit)

Describe the "lessons learned" from the partnership's activities to date and how those lessons are informing this phase of the partnership's work. (2000-character limit)

Partnership Development

Select which you are proposing to do: Develop a Strategic Action Plan or Update an existing Action Plan.

Develop a new Strategic Action Plan [ONLY answer this if you selected "Develop a new Strategic Action Plan]

Describe the actions the partnership will undertake to develop a Strategic Action Plan.

Update a Strategic Action Plan [ONLY answer this if you selected "Update a Strategic Action Plan]

Provide a web link to the Partnership's Strategic Action Plan. If a web link is unavailable, upload the Partnership's Strategic Action Plan to the Uploads section of this application.

Describe the Partnership's progress in implementing the Strategic Action Plan. [ONLY answer this is you selected "Update a Strategic Action Plan" above]

A bulleted list of specific actions with metrics is fine – this does not need to be a narrative. Describe what has been implemented to date.

Describe the actions you will undertake to update a Strategic Action Plan.

Partnership Capacity

Indicate whether the partnership has a Strategic Action Plan. If yes, answer the subsequent questions. If no, the partnership should apply using the Partnership Development section of this application.

Provide a web link to the Partnership's Strategic Action Plan. If a web link is unavailable, upload the Partnership's Strategic Action Plan to the Uploads section of this application.

FIP Partnership Capacity (only for current OWEB funded FIP Partnerships)

Activities [ALL tracks answer all the "Activities" questions in your selected track]

Select from the check boxes ALL the activities you propose to implement. Each selection will prompt you to provide additional details on the proposed activity and a separate prompt to describe who is responsible for implementing that activity. These actions should be reflected in the project's work plan and the project budget.

Products [BOTH Partnership Development and Partnership Capacity tracks answer the "Products" questions]

List the products that will be completed with this grant and who will develop them.

[NOTE: This is a table in the on-line application with headers: Title, Brief Description, Responsible Party] Products may include, but are not limited to: a new or enhanced Strategic Action Plan, financial plan, communication/outreach plan, monitoring plan, partnership outreach materials, or a partnership website.]

Data and Plans [BOTH Partnership Development and Partnership Capacity tracks answer the "Data and Plans" questions]

How will/does the partnership's Strategic Action Plan incorporate or complement other plans locally, regionally, and statewide? (2000-character limit)

Example from a project recommended for funding:

1. Local Plans

The Umpqua Basin Action Plan (2006) was developed as a planning tool that described significant limiting factors in the S. Umpqua for stream function, riparian zones and wetlands, water quality and water quantity and recommended restoration of streams and winter-rearing habitats.

The Umpqua Basin Action Plan does not prioritize specific geographic areas or project types to implement, whereas the SAP will include strategic planning and prioritization.

2. Regional Plans

2a. NMFS Federal Recovery Plan for Oregon Coast Coho includes, "Implement SAPs to protect and restore ecosystem processes and functions and Coho salmon habitats. Actions identified in SAPs will likely include activities such as restoring habitat capacity for rearing juvenile Coho salmon by increasing large wood loading, beaver pond habitat, and wetland/off-channel connectivity, and by increasing native riparian vegetation to provide bank stability and shade stream reaches." This application will build a SAP that includes these actions.

2b. ODFW Coho Conservation Plan. The Oregon Coho Conservation Plan for the State of Oregon (ODFW 2007) defines that increasing the quantity of habitat currently in "Poor" condition to a higher level of function is needed for Coho recovery. The SAP will prioritize key sub-watersheds and strategies for restoration.

3. Statewide

3a. Oregon Plan for Salmon and Watersheds (OCSRI; Oregon Plan 1997) outlines habitat restoration as a pathway for recovery of Coho and other salmon populations including identifying stream reaches and sub-basins where restoration efforts are most likely to be effective. That is what this SAP will accomplish.

3b. Oregon Native Fish Conservation Policy (ODFW 2003) states that restoration projects should "give priority to management actions that address and remedy the primary factors of decline." This SAP aims to identify priorities for implementation actions.

Describe how the partnership's Strategic Action Plan will/does consider changing climate conditions and how the proposed actions will contribute to ecosystem adaptation or resilience or provide long-term carbon sequestration or storage benefits. (3000-character limit)

Example from a project recommended for funding:

WSC has developed a climate change framework that will be incorporated into the fabric of the S. Umpqua SAP and woven throughout the plan's narrative. The three pillars of the climate change framework focus on assessing the: 1) exposure of S. Umpqua Coho and their habitat to climate change (i.e., the physical, chemical, biological, and other changes occurring in a selected geography due to broader shifts in climate), 2) the sensitivity of the Coho population and habitat to climate change exposure (the unique characteristics of watersheds and species that determine the impacts of exposure to climate changes) and, 3) the adaptive capacity (e.g., life history diversity and habitat heterogeneity) of S. Umpqua Coho and their habitats.

Since 2019, WSC has partnered with ODFW to evaluate and integrate climate change analyses and planning into each SAP that is developed. This process starts with accessing ODFW's climate change analysis that they have conducted for every independent OC Coho population/watershed in Oregon (i.e., exposure). These climate predictions utilize the Intergovernmental Panel on Climate Change (IPCC) A1 carbon emission scenario to forecast future climate changes at broad geographic scales. ODFW takes these data and combines them with watershed specific geomorphic and vegetation data. The resulting maps show the predicted, reach-scale changes in temperature and flow at two different time horizons; 2040 and 2080. These climate change maps, paired with OC Coho distribution data, are critical when evaluating sub-watershed specific sensitivities (i.e., areas that are predicted to retain adequate cold water and/or flows) and directly inform sub-watershed priorities. For example, in the Coquille SAP (under development) the climate change analysis revealed an inverse relationship between changes in flow and temperature. This analysis indicated that higher elevation, upper sub-watersheds, were predicted to have larger decreases in flow but smaller increases in temperature. This information informed the Coquille SAP's long-term strategies to protect cold-water sources, while increasing flow restoration techniques in the upper Coquille basin. Lastly, we will evaluate the adaptive capacity of S. Umpqua Coho by assessing life history diversity and habitat heterogeneity within the basin.

Engagement for SAP Development or Enhancement [BOTH Partnership Development and Partnership Capacity tracks answer the "Engagement for SAP Development or Enhancement" questions]

Describe the community with whom the partnership needs to communicate to be successful during Strategic Action Plan development or enhancement. (2000-character limit)

Example from an awarded application:
To be successful during the development of the Strategic Action Plan, the partnership needs to continue to engage all the DBWC members (a full list is provided with this application as an upload). The DBWC comprises 80 members representing 46 organizations, including state and federal agencies, irrigation districts, city representatives, county commissioners, tribal members, water and power companies, nonprofit organizations, environmental interests,

and private citizens. All these voices, their interests and need must be represented to successfully develop a comprehensive and widely supported water management plan that will accelerate the efficiency, pace, and scale of water reallocation in the basin; this is necessary to maintain productive agriculture, achieve flow restoration targets, and ensure water supply reliability for the growing communities in the Deschutes Basin. The partnership also plans to engage the public, as well as policy makers, utilizing funds from the recently awarded Engagement Grant (#221-4036-19621), to achieve streamlined advocacy and a "whole basin" voice for water issues, which will likely be necessary to accelerate the efficiency, pace, and scale of water reallocation in the basin.

Describe the methods that will be used to communicate with the communities listed above. Explain how these actions will ultimately help the partnership pursue its desired ecological outcomes. (2000-character limit)

Example from an awarded application:

Engagement actions that will allow communication with the communities listed above include:

• Malheur County Rangeland Partnership Website
The MCRP website will host all information related to the strategy to include:
o Strategy Document
o ARC GIS web-map – Strategy geographical prioritization and data layers
o Restoration project funding and technical assistance opportunities for private landowners
o Partner and MCRP Contact information

• Print Materials For Mailing
The partnership will create print materials such as post cards/flyers/maps

• Landowner Meetings held in outlying areas
To encourage a high level of participation in landscape scale it is important to engage landowners in remote areas throughout Malheur County.

• Project Tours
The partnership will actively work with partners to host tours of previously implemented restoration projects. These tours are an opportunity for landowners and practitioners to see projects that can be replicated.

• Webinars/Trainings
The partnership will provide ecological and restoration-based trainings that will engage landowners and practitioners in the restoration and management processes required for landscape scale initiatives. Trainings webinars may include topics such as: rangeland plant ID, or grazing management.

• Social Media
MCRP will produce social media information on platforms such as Instagram and Facebook

to reach a broad audience. Social media topics may include: strategy information, funding/TA opportunities, general partnership information (meetings etc.), highlight implemented restoration projects and tour notices.

Describe how input from local communities disproportionately impacted by climate change will be used to develop or enhance the Strategic Action Plan. (2500-character limit)

Local communities disproportionately impacted by climate change includes communities such as Native American tribes, communities of color, rural communities, coastal communities, communities experiencing lower incomes, and other communities traditionally underrepresented in public processes, including seniors, youth, and persons with disabilities.

1. *Example from an awarded application:*

   The MCRP currently has several private landowners from these rural communities serving as dedicated partners whom provide valuable information in input on the strategy development elements outlined above. These private landowners offer a wealth of landscape knowledge that cannot be obtained from another source. They also play a vital role in engaging their neighbors in the process and promoting additional restoration and conservation action implementation.

2. *Example from an awarded application*

   The involvement of local communities as engaged partners in the planning and development of restoration projects is a cornerstone of the work of the Clackamas Partnership. This paragraph from the 2018 Clackamas Partnership Strategic Plan emphasizes the commitment to recognize new and emerging priorities such as climate resilience in efforts to recover native fish populations.

   The Strategic Plan is a 6-year plan that describes Clackamas Partnership activities through 2025; the Strategic Plan will be adaptively managed and updated periodically based on new information and monitoring and evaluation results. The Clackamas Partnership's mission will be sustained for the long-term, addressing emerging threats to watershed health, water quality, and fish and wildlife populations. The Partnership will revise the Strategic Plan in 2026 to incorporate lessons learned over the previous implementation period and to address new priorities identified through the Lower Columbia Conservation and Recovery effort and other assessments.

   Engagement of local impacted and vulnerable communities will begin with renewal of invitations to participate offered to leaders and representatives of local tribal nations and community-based organizations identified through dialogue and relationship-building. Compensation for participation is identified in the proposal to reduce barriers to participation and provide accessibility. Specific work sessions are identified for dedicated tribal input and to broaden the involvement of under-represented communities, however the development of the Enhanced SAP will provide multiple opportunities for input and engagement as we seek to develop a successful approach to future project development and implementation.

   The North Clackamas Watersheds Action Plan 2022-32 includes an equity lens that was

developed in the first FIP period and that prioritizes projects that meet the needs of low income and communities of color. This process included an extensive facilitated process during the development of this plan.

Wrap-Up

Describe how this project supports future restoration and/or acquisition actions (2000-character limit).

Example from an awarded application:

We anticipate several improvements to the implementation of conservation actions. The activities of the KSON Coordinator will a. maintain Steering Committee momentum, b. assist in building support for internal partner Leadership, and c. enable the partnership to maintain high functionality. Over the long-term, the activities of the KSON Coordinator will ensure longevity of governance documents and baseline work through creation and maintenance of a shared drive.

Refining the mapping tool will allow partners to prioritize strategies within their organizations and will bolster capacity to implement conservation actions. The use of mapping tools applied at the planning unit scale will allow us to implement the appropriate strategies in the best locations. Over the long-term, the mapping tool will be publicly available and will be key to future outreach. In combination, the KSON Coordinator activities and enhanced mapping tool will increase the acreage of conservation actions on private and public lands.

The creation of a Monitoring Plan will improve monitoring cost effectiveness and ensure that the KEAs are designed to make broad inference. The establishment of protocols, data management processes, and data sharing agreements will ensure partners are using monitoring funds most effectively to measure outcomes. It will also allow us to articulate spatial and temporal scale monitoring goals, timelines for products and associated opportunities for adaptive management, and improve our understanding of the linkages between actions and outcomes.

Through improved collaboration with Tribes on integrating Traditional Ecological Knowledge into the Monitoring Plan, we seek to improve Tribal engagement, Steering Committee understanding, and develop a shared vision through peer-to-peer learning which will inform and bolster opportunities for conservation actions and guide the planning and implementation of the proposed restoration actions across their aboriginal land bases.

Workplan

Provide the anticipated workplan for the project. Include at least one item for each activity selected in the "Activities" menu. *[NOTE: This is a table in the application with the headers: Action, Responsible Entity, Role in Implementing Project, Qualifications/Relevant Experience, Start Date, End Date.]*

Project Management

Identify the project's implementers and partners. Describe their role in this project,

qualifications and related experience. If contractors will be used but have not yet been hired, provide only the desired qualifications. Be sure to include any roles listed in the project budget. *[NOTE: This is a table in the application with the headers: Role, Name, Affiliation, Qualifications, Email, Phone.]*

Briefly describe the history of collaboration among these partners. Including examples of successful on the ground project implementation. (2500-character limit).

Budget

Partnership Technical Assistance grant applications may request up to **$150,000** in OWEB funds for up to three years.

Application Budget Form

Before filling out the application budget, review chapter 1 of OWEB's [GoBig Guidance on Budgeting in Grants.](#)

Salaries, Wages, and Benefits

For in-house staff only, show each position title, estimated number of hours, and the cost per hour (including gross wages, payroll taxes, health insurance, retirement benefits, accrued leave liability, and workers compensation insurance).

Contracted Services

This budget category is for labor, supplies and materials, and travel associated with hiring consultants, construction firms, or other outside firms. Landowners performing work for the grant are to be paid from this category. All costs must follow state rates and policies. Do not lump all contract costs into one row, except when a contractor bids a lump-sum amount for a discrete deliverable. Contract costs should match the scope of work described in the application.

Materials and Supplies

Materials and supplies are consumable items you will purchase and use up during the course of the project. Include small portable electronic equipment costing less than $2,500.

Travel

These are expenses you will incur getting to and from the project location, including mileage and per diem rates. You must use current State of Oregon rates.

Equipment and Software

This category includes portable, nonexpendable items with a useful life of two or more years, and a per-unit cost of $5,000 or more. Equipment purchased with OWEB funds must reside with the grantee or another approved entity.

Other

This refers to items that do not fit in the other budget categories, including meeting costs, permit fees, and project-specific printing. OWEB will not reimburse any costs associated with an individual's license or permit.

Indirect Costs

Indirect costs are overhead or administrative costs that cannot be readily attributed to a specific project or function, but are actually incurred by the grantee organization. They include expenses like facilities, rent, administrative time, electricity, and telephone. Select one Indirect Cost Rate Type from the options described below.

Federally negotiated indirect cost rate (current)

If this method is selected the grantee must submit proof of the approved federally negotiated indirect rate prior to the release of the grant agreement. The applicant may opt to use some

or all of its federally negotiated indirect cost rate as match.

15% de minimis rates

Grantees can select this option if they have NEVER received a federally negotiated indirect cost rate. Grantees that select this method are not required to submit receipts for indirect costs. Grantees need to provide the rate they are charging to OWEB. If you are charging 15%, then you should select the 15% de minimis button and leave the override amount blank. If you are charging less than 15%, select the OWEB negotiated indirect cost rate button and fill in the correct percentage. Match for administration costs should be provided in the 'other' budget category.

Budget Narrative

OWEB staff and application review teams carefully review application budgets and may question how costs were developed. Use this section of the application to explain how project costs were estimated. Contract costs should be broken out and should match the scope of work described in the application. If the budget includes unusually high costs and/or rates, provide justification for those costs and/or rates.

Funding and Match

Outside Funding Sources

Any additional sources of funding not being sought from OWEB can be categorized as either match or leveraged resources. Match is defined as additional resources expended to further the grant objectives, as required by OAR 695-005-0030(2). Match for this grant offering is 5%. Prior to any payment of grant funds, you must provide proof that match has been secured. More information about match is contained in chapter 12 of OWEB's GoBig Guidance on Budgeting in Grants.

Funding Sources

Report the organizations/entities providing additional project funds. Once an organization/entity has been added, this information will be populated in the accompanying tables below (Amounts and Match) where applicants will have the ability to provide additional details.

Amounts

Report the type (cash, in-kind, volunteer) and amount of funding each organization/entity is providing for this project. If one organization/entity is providing multiple types of support, such as cash and in- k i n d services, each type must be reported separately.

The "Contribution Total" equals the total of all the funding sources from the amounts column in the Amounts table.

The "Non-OWEB Budget Total" equals the total of the "Cash Match Amount" and "In-Kind Match Amount"
columns from the Budget page.

Match

Report the amount of funding that will be used as OWEB match for the project.

The "Match Total" totals all of the columns listed under "Amount as OWEB Match".

The "Percentage of OWEB Budget Amount" calculates the percentage match based on the sum of the "Amount as OWEB Match" column and the OWEB funding request from the Budget page.

Uploads

All application attachments must be in PDF format and included with the application in a single PDF that does not exceed 35 MB in size. Oversized maps, designs, or drawings should be reduced to a size that is appropriate for inclusion in your PDF. Include only attachments that are highly relevant to the project. Reviewers have limited time to read large documents, but links may be provided if desired, so that reviewers can access additional information if they have questions. **Application attachments that are required are denoted below with an asterisk (*).**

Maps *

Attach at least one COLOR project location map, showing watershed context and proximity to the nearest town.

Federally Negotiated Indirect Cost Rate (FNICR)*

Organizations that have previously negotiated or currently have an approved indirect cost rate with a Federal (cognizant) agency must use the approved rate for their grants. Attach a copy of your organization's most recent FNICR agreement, if applicable.

Partnership Letter of Participation *

The Partnership Letter of Participation on the applicant's letterhead must include the authorized signature(s) from each core partner affirming their commitment to participate throughout the proposed grant period.

Other

You may attach other documents to support further the explanation and understanding of the Problem Statement and Proposed Solution, provided your application does not exceed the size limit of 35 MB. Examples include, but are not limited to: partnership governance documents, partnership outreach/communications plan, partnership financial plan, partnership monitoring plan, partnership outreach materials, etc.

Secured Match Forms

If you have secured match for the project, you may attach the match funding form, which is available online with the land acquisition technical assistance application materials. You may accompany the match funding form with signed letters or agreements documenting secured match. The letters should state the nature of the match (cash or in-kind) and the dollar value. The letters must be signed by authorized representatives of the organizations contributing the match. Although the match funding form is not required when you submit the grant application, OWEB will not make any payment for the project until you provide the match funding form, indicating that required 5% match has been secured.

Strategic Plan

Upload the partnership's Strategic Action Plan as applicable.

Help with Your Application

For assistance with your application, please contact:

Denise Hoffert, Partnerships Coordinator, 971-701-3206 or denise.hoffert@oweb.oregon.gov