



MB-FWS-Migratory Birds

North American Wetlands Conservation Act (NAWCA) 2026 Canada Grants FY2026

Announcement Title: F26AS00018 - NAWCA 2026 Canada Grants

Application Due Date: Electronically submitted applications must be received no later than 11:59 PM, ET, on the listed notice of funding opportunity due date.

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

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

Privacy Act, Paperwork Reduction Act, and burden estimate statements for the U.S. Fish and Wildlife Service collection of information to administer financial assistance programs and activities were updated in July 2024. For further information, visit: <https://www.fws.gov/media/required-notices-and-burden-statement-omb-control-no-1018-0100>.

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INTRODUCTION

These instructions are applicable to NAWCA Canada Grant proposals submitted under this notice of funding opportunity: **F26AS00018 - NAWCA 2026 Canada Grants**

The NAWCA Canada Program consists of one submission cycle per year. Complete proposals must be submitted no later than 11:59 PM, ET, on the listed notice of funding opportunity due date.

We recommend submitting proposals well before the deadline to avoid delays caused by technical issues or unforeseen circumstances. Proposals may be submitted at any time prior to the deadline. Incomplete proposals, or proposals received after the deadline, will not be considered.

IMPORTANT CHANGES FROM THE PRIOR CYCLE

- The NAWCA Canada Program is implementing a new Merit Review process. For more information on the scoring criteria, see Appendix A.
- The NAWCA Canada Grant Administration Standards and Eligibility Criteria have been updated and can be downloaded here: <https://www.fws.gov/service/north-american-wetlands-conservation-act-nawca-canada-grants>.
- A new proposal template and instructions have been developed to incorporate changes from the Merit Review process, updates to 2 CFR 200, and the NAWCA Canada Eligibility Criteria and Grant Administration Standards.
- Technical Assessment Questions are now included in the proposal template to collect information required for the Merit Review process.
- Where possible, the proposal was streamlined. Some sections have been eliminated or moved while other new fields have been added to collect information required by the FWS and / or the Merit Review Process.
- The items that used to be part of the Required Statements Memo such as the Narrative Budget, Indirect Statement, Pre-Award Cost Statement, Overlap and Duplication Statement are now integrated in the proposal template.
- The NAWCA Canada Grant Program has been modified to more closely align with the Act and to ensure consistency with regulatory requirements.
 - a. Activity definitions and examples have been updated. See the [Eligibility Criteria](#) for additional information.
 - b. Acquisition, previously called securement, must result in a real property interest obtained. Activities such as Conservation Agreements or Leases that do not result in a real property interest are ineligible acquisition activities.
 - c. Evaluation, stewardship, reconnaissance and design, communication and coordination have been removed as eligible activities.
 - d. Restoration has been added as an eligible activity. Restoration refers to the on-the-ground rehabilitation of degraded wetland ecosystems and habitats associated with wetland ecosystems. For additional guidance on restoration including examples of eligible activities, refer to the [Eligibility Criteria](#).
 - e. Enhancement and restoration activities must be carried out on sites with underlying, long-term, legal protection mechanisms, but they are no longer limited to previously acquired NAWCA acres. For additional guidance, refer to the [Eligibility Criteria](#).
 - f. Enhancement and restoration activities must improve habitat through on-the-ground modification. As a result, nest box activities or activities that protect existing habitat are ineligible under enhancement and restoration.

- g. The definition of management has been updated to clarify that management consists of minimally required on-the-ground activities that must occur in wetland ecosystems and habitats associated with wetland ecosystems. Management is intended to be used during the initial grant period to get the property to an acceptable state so the recipient can then continue to ensure that the interest will be administered for the long-term conservation and management. The Eligibility Criteria for management activities has been updated. For example, annual property taxes and routine operational or maintenance activities are ineligible. For additional guidance on management including examples of eligible management activities, refer to the [Eligibility Criteria](#).
- h. The requirements for real property acquisition have been updated to include a notice of federal participation, bargain sale letter (if applicable) and a purchase agreement with fair market valuation disclosure. Additionally, appraisal valuation dates must be within twelve months of the date the price was set with a contractual commitment or the actual property transfer date. For additional guidance, refer to the [Grant Administration Standards](#).
- i. Clarification that pre-award requests must include requests for grant and match expenditures prior to the start date of the award. Pre-award costs include (1) grant costs incurred between the date the proposal was submitted and the issuance of the award and (2) match costs incurred no earlier than Jan 1 of the calendar year two years prior to the date the proposal was submitted.
- Proposals must distinguish between new acres and non-add acres (acres previously reported to NAWCA or acres where NAWCA grant or match has previously been used).
 - Proposals must disclose the full budget (grant, match and non-match) necessary to complete the project. Proposals are an estimate; however, they should reflect the budget needed with a high degree of accuracy. The proposed NAWCA interest (% grant and match in total cost) must be achieved or exceeded.
 - Per updates to [2 CFR 200.414](#), the *de minimis* rate for indirect costs changed from 10% to 15% of the Modified Total Direct Costs.
 - **Complete application packages must be submitted to the U.S. Fish and Wildlife Service (FWS) by the application deadline. GIS files and photos must be emailed to the FWS by the deadline. All other application components (including match letters) must be submitted through GrantSolutions by the deadline for the application to be considered.**
 - Proposals may not be edited once they are scored and ranked unless edits are requested by FWS.
 - Costs requiring prior approval such as pre-award costs (grant and match) and program income must be requested in the proposal.

APPLYING FOR A NAWCA CANADA GRANT

This funding opportunity is advertised on Grants.gov. However, you **must** apply directly within GrantSolutions, <https://home.grantsolutions.gov/home/>; do not apply through Grants.gov. To apply, you must first set up a GrantSolutions account, including obtaining the correct user roles within the system. At a minimum, you will need to assign the following two roles within GrantSolutions: “Grantee Principal Investigator” (PI/PD, the project officer or lead) and “Grantee Administrative Official / Authorized Representative” (ADO). The ADO is the individual that is responsible for accepting grant awards on behalf of their organization, submitting applications and amendments, and managing financial reporting.

STEPS TO REGISTER IN SAM.GOV

On April 4, 2022, the DUNS number was replaced by the Unique Entity ID (UEI). You must have an active System for Award Management (SAM.gov) registration to apply through GrantSolutions, to receive an award, and to be able to receive funds. We strongly encourage applicants to initiate this

process as early as possible and at least six weeks before the application deadline. If your organization is registered with SAM.gov but your status is not listed as “active,” you must update your registration prior to applying. You must renew and revalidate the SAM.gov registration at least every 12 months and ensure that all information is current. All active SAM.gov registrants will have their Unique Entity ID (UEI) automatically assigned and viewable within SAM.gov.

STEPS TO REGISTER IN GRANTSOLUTIONS

All applicants must be registered in GrantSolutions: <https://home.grantsolutions.gov/home/>. Visit the [GrantSolutions Frequently Asked Questions page](#). Applicants must first request ([Getting Started – Request A User Account](#)) and properly set up their GrantSolutions account, including obtaining the correct user roles within the system. If you encounter issues registering or submitting an application in GrantSolutions, contact the GrantSolutions help desk.

Steps to Set Up Account within GrantSolutions:

1. To register for a user account, visit <https://home.grantsolutions.gov/home/getting-started-request-a-user-account/>.
2. In “Request a user account”, go to GrantSolutions Self Registration and click on Electronic User Request Form.
3. To complete your GrantSolutions account setup, someone in your organization needs to be assigned the role of “Administrative Official/Authorized Representative”.
4. Once your organization is set up in GrantSolutions, your organization can apply for directed grant announcements within GrantSolutions.

Steps to Apply for a Grant Announcement:

1. **Log In to www.grantsolutions.com.**
2. **Locate the Funding Opportunity.** Navigate to the "Funding Opportunities" menu, click "Announcements," and search for the specific announcement.
3. **Initiate a new Application.** Click the "apply" link associated with the funding opportunity to open the application kit.
4. **Complete the Application.** Fill out all necessary forms, upload required documents, and ensure all required fields are completed in the application kit.
5. **Submit your application.** Review and submit the application. The system will provide an application number, and the status will update on the "Application Control Checklist".

Help Desk Support

Please send all GrantSolutions related help desk questions/issues to help@grantsolutions.gov. If you do not receive a response or if the response did not resolve the issue, please ask that the ticket be escalated.

Very important: enter all requested information under GRANTEE PRINCIPAL INVESTIGATOR (PI/PD) and the GRANTEE'S ADMINISTRATIVE OFFICIAL / AUTHORIZED REPRESENTATIVE (ADO). Do not forget the username and the correctly spelled email address. For new applications, submit the form without filling in the requested “grant number”.

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

APPLICATION REQUIREMENTS

The following components are required for an application to be considered complete:

- Project Narrative and Budget Narrative (NAWCA Proposal)
- SF-424 Application
- SF-424 A (Non-Construction) Budget Information Table
- SF-LLL Disclosure of Lobbying Activities (if applicable)
- Project Abstract
- Negotiated Indirect Cost Rate Agreement (if applicable)
- Signed Match Letters
- A-133 Single Audit or Most Recent Audit / Financial Statement
- GIS Shapefile
- 2-5 Photos of Proposed Project Area

Incomplete applications will not be considered. All required documents (except GIS Shapefile and Photos) must be completed in or uploaded to GrantSolutions.

The screenshot below shows the location in GrantSolutions to upload application materials:

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

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

‘Project Narrative’ – Full proposal in pdf form.

‘Project Abstract’ – Must be completed. See Project Abstract Instructions section to complete this summary.

‘SF-424’ – Required for all NAWCA non-federal and federal applicants. The Authorized Representative as registered in GrantSolutions must sign the SF424. The Authorized Representative is the person in applicant’s organization who is formally designated and authorized to act on behalf of the organization in all matters related to a grant, including submitting applications, amendments, and communicating with grant-awarding agencies.

‘SF-424A’ – Budget table is required for all projects. This table should be completed in GrantSolutions consistent with the Financial Table and Narrative Budget sections of your proposal. Grant funds should be included in the federal column and match funds should be reported in the non-federal column.

‘SF-LLL’ – Disclosure of lobbying activities. Required when the applicant uses non-federal funds to lobby in connection with the proposal AND the federal share of the proposal exceeds \$100,000.

After your application is submitted through GrantSolutions, email the application confirmation number (Confirmation number will start with FWS-MB followed by year and six numbers), GIS Shapefiles, and photos (see Email Attachments section) to dbhc@fws.gov. Shapefiles and photos must also be received by the application deadline.

GrantSolutions does not support shapefile format so you will receive an error if you attempt to upload along with your application.

STANDARD FORM-424s INSTRUCTIONS

All applicants are required to submit a completed Application for Federal Assistance SF-424 form along with their proposal application. SF-424 forms are to be completed in <https://www.grantsolutions.gov/> when you apply.

The following instructions for completing the SF-424 to accompany a NAWCA proposal supersede those on the back of the SF-424.

CELL NUMBER and TITLE	INSTRUCTIONS
1. Type of Submission Required	Check “Application”
2. Type of Application Required	Check “New”
3. Date Received Required	Enter date completing SF-424
4. Applicant Identifier	Leave blank
5. a. Employer Identification	Leave blank
5. b. Federal Award Identifier	Leave blank
6. Date Received by State	Leave blank
7. State Application Identifier	Leave blank
8. Applicant Information (a-f) Required	Complete all required information in sections a-f. The address on the SF-424 (#8d) must match the address associated with the Unique Entity ID number (#8c).
9. Type of Applicant Required	Complete for your organization
10. Name of Federal Agency Required	Enter “DOI-U.S. Fish and Wildlife Service”
11. Catalog of Federal Domestic Assistance Number and Title Required	Enter “15.623” and “North American Wetlands Conservation Fund”
12. Funding Opportunity Number/Title: Required	Enter “F26AS00018” and “NAWCA 2026 Canada Grants”
13. Competition Identification Number/Title:	Will automatically fill in from #12
14. Areas Affected by Project	Leave blank unless GS allows you to enter provinces or cities.
15. Descriptive Title of Applicant’s Project Required	Enter title of proposal
16. Congressional Districts of Applicant/Project Required	If the program/project is outside the US, enter 00.000.
17. Proposed Project Start and End Dates Required	Enter proposed project start and end dates. Start and end dates determine the reporting schedule. Contact the FWS for more information.
18. Estimated Funding Required	Do not include non-match \$. In “a”, include only NAWCA grant \$ requested. In “b-e”, include only matching partner \$ proposed. For “e-Other”, include private organizations, etc. Leave “f-Program Income” blank.
19. Is Application Subject to Review by State EO 12372 Process? Required	Required to answer but only applicable to states
20. Is Applicant Delinquent on any Federal Debt? Required	Required to answer
21. Authorized Representative Required	SIGNATURE AND DATE REQUIRED by an individual who has the authority (role) to submit on behalf of the organization, typically the Authorized Representative of the applicant organization. FWS will not accept a typed signature.

GRANTSOLUTIONS PROJECT ABSTRACT INSTRUCTIONS

On January 1, 2022, the Department of the Interior (DOI) implemented a requirement for applicants to complete the project abstract in GrantSolutions. The project abstract is a concise summary of a grant project. The summary describes, using plain language, the mission and goals of the project, the population(s) it will serve, and what impact it may have on the community.

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

- Do not use acronyms or Federal or agency-specific terminology;
- Include a description of the Award purpose;
- Include activities to be performed;
- Include deliverables and expected outcomes;
- Include intended beneficiary(ies); and
- Include subrecipient activities if known or specified at the time of award

The project abstract character limitation is 1 page or less (no more than ~4000 characters). Use of 11 pt. font and Times New Roman is recommended.

HOW TO MAKE YOUR PROPOSAL SUCCESSFUL

- To download the Proposal Template, visit:
<https://www.fws.gov/service/north-american-wetlands-conservation-act-nawca-canada-grants>.
- Projects must comply with the NAWCA Canada Grant Administration Standards and NAWCA Canada Eligibility Criteria:
<https://www.fws.gov/service/north-american-wetlands-conservation-act-nawca-canada-grants>
- Contact the U.S. Fish and Wildlife Service (FWS) Program Office, the Division of Bird Habitat Conservation, with any questions.
- Ensure your proposal is accurate. All activities and proposed costs, especially those requiring prior approval, must be included in the proposal. Activities and costs omitted from the proposal may be deemed ineligible.
- If the proposal is approved, all information and materials submitted with it become part of the official grant agreement between the U.S. Fish and Wildlife Service and the applicant. Submitted information will be shared with merit reviewers, the NAWCA Council, and the Migratory Bird Conservation Commission. Some information will also be available in public files, including the project database on the [NAWCA website](#).
- Follow all instructions and use the template. Proposals that are incomplete or that do not comply with requirements, page limits, and formats will not be considered.
- Carefully review the scoring criteria in Appendix A and consider each criterion as you develop the proposal sections.
- Proposals must be submitted in English, U.S. dollars, and acres.
- Keep your registrations in GrantSolutions.gov and SAM.gov up to date; if your proposal is selected, both registrations must remain active.
- Ensure your proposal contains sufficient detail to allow for an accurate eligibility review. FWS evaluates each proposal, its component, and the applicant for eligibility.
- The rules, regulations and policies governing financial assistance under a NAWCA grant can be complex and recent changes to the application format and process may add additional challenges. We strongly recommend you contact FWS with any questions, particularly those related to the application

process or eligible activities.

- Ensure that the geographic and financial scale of the project supports effective and successful implementation and long-term management. Organizations may submit more than one application, however, activities within a single application should share mutually beneficial conservation objectives.
- Confirm that your organization has adequate staffing to implement the project and meet all reporting requirements in a timely manner.
- We highly recommended logging into GrantSolutions, or creating your GrantSolutions profile, months in advance of the application deadline to confirm that your organization has access and that user roles are correct. If technical difficulties arise, contact FWS or the GrantSolutions Help Desk for assistance.
- Ensure all activities and objectives at the tract level have a NAWCA Interest (use of grant and / or match). Non-matching funds may only be utilized when appropriately utilized with grant and / or match to achieve specific tract level objectives. Every discrete tract-level activity must be funded in part with grant or match funds. Activities completed solely with non-match are ineligible and may not be included in NAWCA proposals.
- Proposal budgets must accurately and realistically estimate the costs necessary to accomplish the proposed scope of work. Proposed grant and match budgets will be evaluated for reasonableness and feasibility. Proposals that cannot realistically be achieved with the requested budget may be deemed ineligible.
- Ensure data, activities, acres and dollars, are consistent across all sections of the proposal.
- We strongly recommend coordinating with your local Migratory Bird Joint Venture (Joint Venture). Joint Ventures across Canada may assist with partnership opportunities: <https://www.fws.gov/partner/migratory-bird-joint-ventures>. Joint Ventures can also provide bird-number information and guidance for responding to technical assistance questions.
- Maintenance of a physical structure funded with grant or match funds in a prior NAWCA project is ineligible. Recipients and partners are responsible for repairing or replacing structures, regardless of premature failure or deterioration sooner than expected. For example, if a levee constructed under a NAWCA grant 15 years ago had a useful life of 20 years, the cost of repairing or replacing it is ineligible.
- Duplicative work is ineligible. If you propose an activity on a tract that is or was part of a NAWCA project, regardless of the recipient, you must demonstrate that the activity is not duplicative by documenting that the previously funded work has exceeded its useful life and committed duration.
- Restoration and enhancement are considered distinct activities under NAWCA. Acres for each must be described separately. If a tract will be both restored and enhanced, the number of acres to be enhanced (that are also restored) should be shown in parenthesis as non-add acres.
- Restoration and enhancement may only occur on tracts protected by a long-term mechanism, and the proposal must clearly state the duration of both the mechanism and the restoration/enhancement activities. The mechanism must remain in effect for at least as long as the restoration/enhancement duration.
- Management activities are allowable only during the initial period of performance, and only to bring the property to a condition that enables the recipient to ensure long-term conservation and management of the wetland ecosystem and the fish and wildlife dependent thereon. Management activities must occur during the same period of performance as the associated NAWCA acquisition, restoration or enhancement activity they support.
- Recipients have several perpetual reporting responsibilities for real property acquisitions; see the NAWCA Canada Grant Administration Standards and Eligibility Criteria.
- The use of false data to leverage grant funds is a direct violation of the terms and conditions of the award and may require repayment of any associated Federal assistance.

PROPOSAL
GENERAL INSTRUCTIONS & FORMAT

All proposals must adhere to the following requirements:

Proposals must be submitted as a PDF.

IMPORTANT: Do not send locked or encrypted PDFs!

Font size: 11 point

Font type: Times New Roman.

All margins must be 1 inch.

All proposed contributions and expenditures must be in U.S. dollars.

Applicants may not submit a separate cover sheet / transmittal letter with the proposal.

Some sections have page limitations. Failure to provide all required information or to adhere to formatting requirements or page limits will affect the eligibility of your proposal.

PROJECT OFFICER'S PAGE

The Project Officer's page must be the first page of the proposal. The Project Officer's Page is required to have a 1-inch margin with Times New Roman size 11 font.

Proposal Title:

Enter a short, descriptive, and **unique** title. Do not include private landowner names.

Submission Date:

State the date that the proposal is being submitted. If this is a revised submission, please also include the version number or revision date.

Applicant Information:

Organization:

Full legal name of the Applicant Organization.

Project Officer Name:

The Project Officer **MUST** be the primary point of contact for the project and must be affiliated with/employed by the applicant's organization. List the person who will be managing the project activities, filing reports, and communicating with FWS. This must be the same person listed as the Principal Investigator (PI/PD) in GrantSolutions.

Project Officer's Work Address:

Provide the address of the Project Officer. No P.O. Box Addresses. This should not be a personal address.

Telephone number:

List the numbers at which the Project Officer can be reached, including work and cell numbers.

Email address:

Provide the email address for the Project Officer.

Grantee Administrative Official / Authorized Representative:

Please provide the name of the individual that is listed in GrantSolutions as the Grantee Administrative Official / Authorized Representative (ADO). The ADO is the person who is formally designated and authorized to act on behalf of the organization in all matters related to a grant, including submitting applications, amendments, and communicating with grant-awarding agencies. The person assigned to this role must sign the SF424 application submitted through GrantSolutions.

Additional Contacts:

We require a single Project Officer, but please list other contact(s) who may communicate with us pre- or post- award about the project if the project officer is unavailable. The Project Officer must be fully engaged in the proposal and project implementation process. Provide name(s), email address(s), and phone number(s).

Organization and Key Personnel Qualifications:

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

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

Recipient organizations must confirm that parties are eligible to participate in federal grants by checking the Federal Excluded Parties List (<https://sam.gov/content/exclusions>) and maintaining documentation of the results. If an ineligible party participates in a federally funded project, all or a portion of the federal funding may be terminated.

Is Other U.S. Federal match or non-match involved in the proposal? Yes/No

If yes, FWS will need to ensure the other U.S. Federal program approves of NAWCA claiming an interest in the total achievements. Please provide the contact information for the U.S. Federal program in order to confirm that the two Federal programs are compatible to pool costs and achievements.

Will any portion of any tract or activities associated with any tract be used to satisfy any mitigation requirements? Yes/No

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

Audit Requirements:

If the U.S. based applicant organization expended more than \$1,000,000 of federal funds during the last calendar year, please include a copy of your most recent of Single Audit Data Collection Form (SF-FAC) that was submitted to the Federal Audit Clearinghouse. If your organization is not based in the U.S. or did not expend more than \$1,000,000 of federal funds last year, please certify that the Single Audit (formerly A-133) was not required. A response is required. *Do not remove above statement. Please provide a response.*

Required Overlap/Duplication Statement:

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

FWS point of contact for this funding opportunity immediately. *Do not remove above statement. Please provide a response for both overlap and duplication.*

Pre-award Cost Statement:

Please indicate whether pre-award costs (grant or match) are requested. Pre-award grant costs may be incurred after a Proposal is received by FWS and before a Grant Agreement is issued. Pre-award match costs may be incurred up to the beginning of the calendar year two years before the Proposal was submitted to FWS. Pre-award costs must be incurred directly in anticipation of the federal award and must be necessary and reasonable for the current project's objectives. If approved, corresponding terms and conditions will be added to the Notice of Award. Pre-award costs are incurred at the applicant's risk. To qualify for pre-award cost reimbursement, applicants must provide a detailed description of the costs to be incurred pre-award along with an explanation that clearly demonstrates that the pre-award activities are necessary and reasonable for accomplishing the overall program objectives. Costs must be eligible and have otherwise been approved had they occurred within the project period. **FWS will not approve pre-award costs for work performed that did not have written approval to incur those costs.** *Do not remove above statement. Please provide a response.*

Applicant Indirect Cost Rate Statement:

All organizations must include the applicable statement from the list below and any related documentation in their application. Please note, an organization with a current negotiated (including provisional) rate may not elect to charge the 15% de minimis rate of Modified Total Direct Costs during the period covered by their current negotiated rate. *Select the most appropriate response below and delete the rest.*

Governmental Entities Receiving > \$35M

U.S. state or local government entities receiving more than \$35 million in direct Federal funding must include the following statement in their application and attach a copy of their most recently negotiated rate agreement:

- We are a U.S. state or local government entity receiving more than \$35 million in direct Federal funding. We submit our indirect cost rate proposals to our cognizant agency. Our current indirect cost rate is [insert rate]. Attached is a copy of our most recently negotiated rate agreement/certification.

Governmental Entities Receiving < \$35M

U.S. state or local government entities receiving \$35 million or less in direct Federal funding must include the applicable statement from this list and any related documentation in their application:

- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We prepare and retain for audit an indirect cost rate proposal and documentation per 2 CFR 200, Appendix VII. Our current indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award].
- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We have not prepared an indirect cost rate proposal and documentation per 2 CFR 200, Appendix VII and elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR 200.1. We understand we must use this methodology consistently for all Federal awards until we choose to establish a rate per 2 CFR 200. We understand we must notify FWS in writing if we establish a rate that changes the methodology used to charge indirect costs during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by FWS.

All Other Organizations

All other organizations must include the applicable statement from this list and any related documentation in their application. Please note, an organization with a current negotiated (including provisional) rate may not elect to charge the 15% de minimis rate of Modified Total Direct Costs during the period covered by their current negotiated rate.

- We are an organization with a current negotiated indirect cost rate. In the event we receive an award, we will charge indirect costs per our current negotiated rate agreement. Attached is a copy of our current rate agreement.
- We are an organization with a negotiated indirect cost rate that has expired. Attached is copy of our most recently negotiated rate agreement. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide FWS a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that has never negotiated an indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide FWS a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that does not have a current negotiated (including provisional) rate. In the event an award is made, we elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR 200.1. We understand we must use this methodology consistently for all Federal awards until such time as we negotiate a different rate with our cognizant agency. We understand that we must notify FWS in writing if during the award period we establish a rate that changes the methodology used to charge indirect costs to the award. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs and that such changes are subject to review, negotiation, and prior approval by FWS.
- We are an organization submitting a [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”] project proposal, which has an indirect cost rate cap of [insert rate; CRU is currently 15%; CESU is currently 17.5%]. In the event we receive an award, we understand that if we have a current negotiated (including provisional) rate we must charge the program’s capped indirect cost rate to the same base identified in our approved indirect cost rate agreement, per 2 CFR §1402.414. If we do not have current negotiated (including provisional) rate, we understand we must charge the capped indirect cost rate against Modified Total Direct Costs (MTDC) as defined in 2 CFR 200.1.
- We are an organization that will charge all costs directly.

Trafficking Statement:

2 CFR §175.15 applies to awards to private entities as defined in 2 CFR §175.25(d), and to awards to States, local governments, Indian tribes, or foreign public entities, if the recipient could provide funding under the award to a private entity subrecipient. Recipients receiving more than \$500,000 for activities outside the U.S. must comply with the plan and certification requirements in 2 CFR 175.105(b) before receiving an award and submit an annual certification each year the award is in effect. *Do not remove above statement. Please include the appropriate statement below in your response.*

- [Organization] complies with the statutory requirement under 2 CFR 175.105(b).
- [Organization] does not comply with the statutory requirement under 2 CFR 175.105(b).

Conflict of Interest Disclosure:

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#), applicants must state in their application if any actual or potential conflict of interest exists at the time of submission. *Do not remove above statement. Please include the appropriate response.*

To ensure that the proposal complies with available guidelines and that partners are aware of their responsibilities, the Project Officer certifies to the following statement:

I have read the 2026 NAWCA Canada Grant proposal instructions, eligibility information, and applicable Canada grant administration standards and policies and informed partners or partners have read the material themselves. To the best of my knowledge, this proposal is eligible and complies with all NAWCA, North American Wetlands Conservation Council (Council), and Federal grant guidelines and the information submitted herein is true and correct. The work in this proposal consists of allowable and eligible work and costs associated with long-term wetlands and migratory bird habitat conservation. All proposed activities have been adequately described in the proposal. *If habitat or migratory bird benefits described in the proposal are found to be missing, grossly exaggerated and/or intentionally misleading, the proposal may be declared ineligible, and any resulting awards may be fully or partially terminated.*

Sign & date

Do you have any comments about, or suggestions for, the NAWCA program?

NORTH AMERICAN WETLANDS CONSERVATION ACT EXECUTIVE SUMMARY

The Executive Summary is the only narrative material provided to the North American Wetlands Conservation Council and Migratory Bird Conservation Commission, so it must be descriptive and succinct. Consider developing the Summary after you have written the rest of the proposal to help ensure that information in the Summary is consistent with the proposal. The Proposal Summary must follow the format provided in the blank proposal outline exactly, including margins, spacing, font size, etc.

Executive Summary Specific Requirements:

- The Executive Summary is required to have a 1-inch margin with Times New Roman size 11 font.
- The Executive Summary, which includes tabular and narrative information, **may be a maximum of two pages.**
- The Executive Summary will be used as a stand-alone document and will be subject to editing by FWS.
- Start the next section, Project Overview, on a new page.
- Do not number the Executive Summary pages. Start page numbering with Project Overview as page 1 and sequentially number all remaining pages.
- The information in the summary table must exactly match the information provided elsewhere in the proposal.
- Center “NORTH AMERICAN WETLANDS CONSERVATION ACT EXECUTIVE SUMMARY” in all capital letters at the top of the page and center the project title beneath it.
- All other information is left justified, without indentation, except for financial totals on the right side of the page, which are right justified.

PROVINCE(S):

List the province(s) where the project activities will occur.

JOINT VENTURE(S):

List the Migratory Bird Joint Venture area(s) by visiting the [USFWS JV Directory website](#) or download the [JV GIS shapefile](#).

BIRD CONSERVATION REGION(S):

Identify the Bird Conservation Region BCR(s). Visit <https://nabci-us.org/resources/bird-conservation-regions-map/> or download the [BCR GIS shapefile](#).

APPLICANT ORGANIZATION:

Provide the name of the applicant’s organization.

Complete the partners and match funding table below. Add rows as necessary to include all partners providing match. All partners / contributions listed in TAQ7 Table A must be included. All partner contributions must meet federal match requirements. Signed match letters must be provided by each partner providing a match contribution. Letters must include the partner providing funding, amount of funding, project it is funding, and the contribution date. Match contributions must occur during the period of performance or approved pre-award periods to be eligible.

PARTNERS	FUNDING (\$U.S.)²
U.S. Federal (NAWCA) ¹	\$
Match Funding ¹	
U.S. [Organization]	\$
Canadian [Organization]	\$

Match Funding Sub-Total \$
Total NAWCA & Match Funding \$

¹ Act funds will only be used to pay for activities eligible under 2 CFR 200, Subpart E and the Canada Grant Administration Standards.
² Any currency exchange gains will be directed back into NAWCA projects within the project area.

NON-MATCH CONTRIBUTIONS

\$Total Non-match

Recipient/Partner: \$
 Recipient/Partner: \$
 Recipient/Partner: \$

If non-match will be utilized with grant and / or match to help accomplish the goals and objectives of the proposal, list all non-matching partners and contributions in U.S. dollars. All non-matching partners listed in TAQ7 Table A must be included. Add additional rows as necessary. The non-match estimate must be made with a high degree of accuracy to ensure that the total funding described in the proposal, grant, match and non-match, is sufficient to accomplish all grant objectives. All individual tract-level activities must have a NAWCA interest. Non-match funds are allowable only when they are appropriately utilized with grant or match funds to accomplish grant objectives. **Activities funded solely with non-match are ineligible and may not be included in the proposal.** The proposed NAWCA interest must be achieved or exceeded.

WORK PLAN AND BUDGET SUMMARY:

Activities	Wetland Acres	Upland Acres	Total Acres	Grant & Match Cost (\$U.S.)	Non-Match Cost (\$U.S.)
Acquisition of Real Property Interests					
[activity](i.e. Fee Simple Acquisition)	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	\$
[activity](i.e. Conservation Easement Perpetual)	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	\$
[activity](i.e. Conservation Easement 25 Years)	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	\$
Sub-total				\$	\$
Restoration	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	\$
Enhancement	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	\$
Management	Add (Non-Add)	Add (Non-Add)	Add (Non-Add)	\$	N/A
Other Eligible Costs					
Endowment				\$	N/A
Grant Administration				\$	N/A
Closeout Costs				\$	N/A
Indirect Costs					
Based on <i>de minimis</i>				\$	N/A

<i>rate</i> or approved NICRA %					
TOTAL	Add (Non- Add)	Add (Non- Add)	Add (Non- Add)	\$	\$

Complete the Work Plan and Budget Summary Table above using the prescribed format shown in the example. The Total Cost column should reflect the combined grant and match funds needed for each activity. Provide all the requested information for each category and be specific about the type and duration of each acquisition activity included in this proposal. Ensure that activities listed are consistent with those described throughout the proposal. Add additional rows under Acquisition if needed to distinguish between acquisitions of different tenures. Where applicable, include non-add acres in parentheses. Do not include categories shown in the example if no information exists for that category; for example, if no restoration work is proposed, do not include a “Restoration” line in the table.

Proposed grant objectives must be based on the number of acres that can be achieved with the proposed budget, eligible grant and match funds, along with appropriately utilized non-match, during the period of performance. Proposal budgets must accurately and realistically estimate the costs required to complete the proposed scope of work. Grant and match budgets will be evaluated to ensure that costs are reasonable and achievable for the proposed objectives. Proposals that cannot realistically be complete with the requested budget may be deemed ineligible.

PROPOSAL PURPOSE AND DESCRIPTION:

Summarize the proposed goals and objectives. Ideas to include but are not limited to:

- What activities are being proposed?
- Where will the activity (ies) be located (e.g., on public land, private land, near a conservation area)?
- What species will be benefited?
- Is a Joint Venture involved and/or benefiting?

PUBLIC BENEFITS/PUBLIC ACCESS:

Summarize the benefits of the proposal for U.S. citizens (e.g., improved quality of recreation / hunting in U.S., access for hiking, hunting, or birding, educational opportunities, improvements to water quality, etc.); describe whether any of the grant/match tracts will allow public access, and if so, what type of access.

THREATS AND SPECIAL CIRCUMSTANCES:

Summarize any threats to habitats in the proposal area or other circumstances that make funding during this proposal cycle particularly important.

PROJECT OVERVIEW

The project overview section consisting of project description, expected benefits and timeline / milestones **may not exceed 3 pages.**

Utilize format in the application template. Center “NORTH AMERICAN WETLANDS CONSERVATION ACT PROPOSAL” in all capital letters at the top of the page and center the project title and funding year beneath it. Do not use private landowner names in title. Below that, center “PROJECT OVERVIEW”.

Project Description:

Provide a brief accomplishment summary describing the proposed work objectives and methods as well as the proposed project delivery area. This brief description should serve as a stand-alone project summary.

Expected Benefits:

Provide a brief summary of the expected benefits and their duration. Include benefits to the production, molting, staging and wintering of waterfowl and other wetland-associated migratory birds; other wetland-associated birds, mammals, fish, reptiles, plants, etc; species at risk; wetlands and associated upland habitats; the conservation of biodiversity; water quality (if it relates directly to the project); and other social or ecological aspects.

Timeline / Milestones:

Please disclose how long the delivery of the proposed activities is expected to take your organization. Describe significant milestones in completing the project.

FINANCIAL PLAN TABLES

Complete the financial tables below for each NAWCA activity. Include grant and match in U.S. dollars for each budget category. All activities must have a NAWCA Interest. Ensure budget figures reported here match the rest of the proposal. Add or remove acquisition category rows to the acquisition table as necessary to match the various durations of proposed acquisition in the work plan. There is no page limit for this section.

ACQUISITION									
	Personnel	Fringe	Travel	Equipment	Supplies	Contractual	Construction	Other	Total
Fee Acquisition									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$
Perpetual CE Acquisition									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

[25 Year] CE Acquisition									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

RESTORATION AND ENHANCEMENT									
	Personnel	Fringe	Travel	Equipment	Supplies	Contractual	Construction	Other	Total
Restoration									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$
Enhancement									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

MANAGEMENT									
	Personnel	Fringe	Travel	Equipment	Supplies	Contractual	Construction	Other	Total
Management									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

OTHER FUNCTIONS									
	Personnel	Fringe	Travel	Equipment	Supplies	Contractual	Construction	Other	Total
Grant Admin									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$
Close Out Costs									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$
Endowment									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$

Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$
Indirect									
Grant	\$	\$	\$	\$	\$	\$	\$	\$	\$
Match	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$	\$	\$	\$	\$

NARRATIVE BUDGET

Describe and justify requested budget items and costs identified in the SF-424A Budget Table. In your budget narrative, explain how the totals for each Object Class Category on the SF-424A were determined. Provide sufficient detail to document how the amounts in the grant and match columns were calculated and to demonstrate that the project is cost-effective. The narrative should include all proposed costs and provide sufficient information to confirm that requested expenses comply with 2 CFR Subpart E and are necessary and reasonable for the project's activities. FWS will use the information in this section to conduct the eligibility review of all proposed expenses. Total costs must be calculated correctly and must match the amounts submitted on the SF424A in GrantSolutions. All costs requested under the award must be included in the narrative budget.

For personnel salary costs, describe how estimates were developed by identifying the types of staff will support the project and the amount of time they will contribute (in hours or workdays). Describe any proposed cost items that require prior approval under the Federal award cost principles, including any anticipated subawards, transfers, or contracted work. For a list of cost types requiring prior written approval, see [2 CFR 200.407](#).

Provide a separate description and total estimated costs for contractual and subaward expenses. If equipment previously purchased with Federal funds is available for use on the project, list that equipment and identify the Federal funding source. Identify any third-party cash or in-kind contributions that partners or other entities will provide and describe how the contributions directly and substantively support project completion. For in-kind contributions, identify the source, the amount, and the valuation methodology used to determine the total value (see 2 CFR §200.306).

Any indirect costs must be documented and calculated correctly. In the budget narrative, explain how the indirect costs were calculated, including the total base amount and indirect rate. Identify and describe the costs included in the base. Provide enough detail for reviewers to verify how the base was calculated and to confirm that the total indirect amount requested is correct. If your organization has more than one indirect cost pool rate, include information for each pool. Add rows to the table or include additional narrative if needed.

A recipient may voluntarily charge less than allowable indirect cost rate. However, such reductions must be voluntary. Applicants proposing to charge less than their approved indirect cost rate must include a statement to that effect, signed by the entity's officer or other authorized representative responsible for negotiating the indirect cost rate, with their application to FWS.

Finally, any expected program income should be disclosed. There is no page limit for this section.

SF-424A Object Cost Category	Grant	Match	Narrative
Personnel	\$	\$	
Fringe Benefits	\$	\$	
Travel	\$	\$	
Equipment	\$	\$	
Supplies	\$	\$	
Contractual	\$	\$	
Construction	\$	\$	
Other	\$	\$	
Indirect Costs	\$	\$	
Total	\$	\$	
Program Income	\$		

WORK PLAN

The Work Plan is constructed as series of discrete, stand-alone activities (e.g., acquisition, restoration, enhancement, etc.) that are associated with specific tracts or priority areas and durations of benefits. Definitions and eligibility criteria for the NAWCA Canada Activities were recently updated. Applicants should review the new guidance in the [NAWCA Canada Eligibility Criteria](#).

All activities included in the proposal must have a NAWCA interest, meaning that every individual activity tract-level activity must include grant and/or match funding. Eligible non-match funds utilized with grant or match funds to accomplish grant/match acres may be listed in the work plan, but activities funded entirely by non-match may never be part of a NAWCA project and may not be included in the NAWCA grant. It is assumed that only acquisition, restoration and enhancement activities will be utilized with non-match. If you believe the utilization of non-match may be appropriate for other activity types, contact FWS for guidance before submitting your application. Proposed budgets must accurately and realistically estimate the costs required to complete the proposed scope of work. Budgets will be evaluated to ensure that proposed funding levels and associated costs are reasonable and achievable for the stated grant objectives. Proposals that cannot realistically be completed with the proposed budget may be deemed ineligible.

Work Plan Formatting

1. Work Plan is required to be in Times New Roman size 11 font.
2. There is no page limit on this section of the proposal.
3. Please provide enough information for an accurate eligibility review of all proposed activities.
4. Proposals must disclose the specific activities and the proposed acres to be accomplished. The work plan should include details for each proposed tract. If specific tracts are not yet known, the work plan should provide as many details as possible, including grouping activities within specific priority areas that have similar features such as the specific activity (easement or wetland restoration), duration of benefits (perpetual or 25 years), and NAWCA interest.
5. Add additional rows under each activity as needed to accurately describe individual tracts or the proposed to-be-determined (TBD) tracts.
6. When documenting financial resources required for a proposal, applicants should clearly describe the total amount of NAWCA grant funding, non-Federal match (specifying U.S. sourced and Canadian sourced match), and any additional non-matching funds that will be used to accomplish the award objectives. The proposal should specify the sources and amounts of each funding category, identify which Federal or non-Federal programs contribute non-matching funds, and explain how the funding collectively supports a discrete, identifiable conservation outcome.
7. The intent to leverage non-match must be explicitly stated, and applicants should ensure that they do not include mitigation funds or U.S. federal funds. This level of clarity ensures compliance with NAWCA statutory and regulatory requirements and allows reviewers to accurately assess the financial structure of the project.
8. All activities must have a NAWCA Interest. If FWS determines that an activity does not have sufficient grant or match investment, the activities and associated costs may be disallowed. The proposed NAWCA interest must be achieved. Excess overmatch beyond the proposed amounts may also be disallowed if these costs are deemed unrelated or if they alter how the grant and match funds are intended to be used in the project. NAWCA budgets may not be modified to repurpose cost savings for other uses than what was proposed and approved by Council and MBCC.
9. Ensure that activities (including specific tracts or priority areas) listed are consistent throughout the proposal.
10. In the Proposed Activity column of each table, do not combine activities that have different tenures, durations, or NAWCA Interest. Add rows to distinguish between activities as needed.

11. All proposed activities and costs must be included in the Work Plan.
12. Refer to the [Eligibility Criteria](#) document for information on eligible and ineligible direct and indirect costs.
13. Costs requiring prior approval such as equipment costs, subawards, etc. must be requested in the proposal.
14. Applicants must provide the designed lifespan or useful life of all activities.
15. Restoration and enhancement projects may be eligible for rebuilding after they have served their designed useful life.
16. To make sure no duplication is occurring on the tracts, applicants must identify if any proposal components were funded by a previous NAWCA grant. If so, they must provide the NAWCA grant numbers, tracts, work accomplished, useful life, etc. and establish how the new actions differ from previously funded work.
17. All dollar figures must be in U.S. dollars and should match the Financial Plan Table and narrative budget.
18. Grant administration and closeout cost categories must be allocable to this specific proposal and may not duplicate costs that are already covered under an organization's indirect cost rate.
19. Add additional rows and provide tract-specific information for pre-award requests when locations are known. Match activities completed up to two years prior to the proposal submission (old match) should be known at the time of the proposal development. Add rows to the Work Plan to describe these pre-award matching activities at the tract level. Most pre-award grant or match activities expected to occur between the proposal submission and the start of the award should also be known at the time of proposal.

ACQUISITION				
Description: Insert a description of acquisition activities that includes enough detail to facilitate an accurate eligibility review. Add a row to the table for each known tract or each priority area where acquisition activities of a specific type (easement vs fee) and specific duration (perpetual vs 25 years) and a specific minimum NAWCA interest are proposed. The implementation of all real property interests must meet or exceed the proposed NAWCA interest. In the description column, include the type of costs associated with the activity. Additional details can be provided with the proposed activity below or in the Additional Work Plan Details narrative section below.				
PROPOSED ACTIVITIES	ACRES	DURATION	DESCRIPTION	COST
[Activity 1] (i.e. Fee Simple Acquisition in XX Priority Area or XX Tract)	XX ac wetlands XX ac uplands	Perpetual		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$
[Activity 2] (i.e. Conservation Easement in XX Priority Area or XX Tract)	XX ac wetlands XX ac uplands	Perpetual		Grant \$ U.S. Match \$ CAN Match \$ Non-Match

				\$
[Activity 3] (i.e. Conservation Easement in in XX Priority Area or XX Tract)	XX ac wetlands XX ac uplands	XX Years		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$
Summary				
XX Wetland Ac XX Upland Ac			Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$	

RESTORATION				
Description: Insert a description of restoration activities that provides enough detail to facilitate an accurate eligibility review. Add a row to the table for each known tract or each priority area where restoration activities are proposed. Additional details can be provided with the proposed activity below or in the Additional Work Plan Details narrative section below. In the description column, include the type of costs associated with the activity. If equipment costs are being requested, add a row to describe the proposed costs.				
PROPOSED ACTIVITIES	ACRES	DURATION	DESCRIPTION	COST
[Restoration 1]	XX ac wetlands XX ac uplands	XX Years		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$
[Restoration 2]	XX ac wetlands XX ac uplands	XX Years		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$
Summary				
XX Wetland Ac XX Upland Ac			Grant \$ U.S. Match \$ CAN Match \$	

	\$ Non-Match \$
--	----------------------------

ENHANCEMENT

Description:
 Insert a description of enhancement activities that includes enough detail to facilitate an accurate eligibility review. Add a row to the table for each known tract or each priority area where enhancement activities are proposed. Additional details can be provided with the proposed activity below or in the Additional Work Plan Details narrative section below. In the description column, also include the type of costs associated with the activity. If equipment costs are being requested, add a row to describe the proposed equipment cost.

PROPOSED ACTIVITIES	ACRES	DURATION	DESCRIPTION	COST
[Enhancement 1]	XX ac Wetlands XX ac Uplands	XX Years		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$
[Enhancement 2]	XX ac Wetlands XX ac Uplands	XX Years		Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$

Summary	
XX Wetland Ac XX Upland Ac	Grant \$ U.S. Match \$ CAN Match \$ Non-Match \$

MANAGEMENT

Description:
 Insert a description of management activities that includes enough detail to facilitate an accurate eligibility review. Add rows as necessary for management activities. Additional details can be provided with the proposed activity below or in the Additional Work Plan Details narrative section below. Management activities must be related to acquisition, restoration and enhancement activities delivered during the same grant period. In the description column, also include the type of costs associated with the activity. If equipment costs are being requested, add a row to describe the proposed equipment cost.

PROPOSED ACTIVITIES	ACRES	DESCRIPTION	COST

[Management 1]	XX ac wetlands XX ac uplands		Grant \$ U.S. Match \$ CAN Match \$
[Management 2]	XX ac wetlands XX ac uplands		Grant \$ U.S. Match \$ CAN Match \$
Summary			
XX Wetland Ac XX Upland Ac			Grant \$ U.S. Match \$ CAN Match \$

OTHER FUNCTIONS			
GRANT ADMINISTRATION			
Description: Include a description of grant administration costs in this cell. Requests must not be used to recover any costs that qualify as indirect costs or costs that are allocable to one or more tracts.			Grant \$ U.S. Match \$ CAN Match \$
CLOSE OUT COSTS			
Description: Include a description of close out costs in this cell. Requests must not be used to recover any costs that qualify as indirect costs or costs that are allocable to one or more tracts.			Grant \$ U.S. Match \$ CAN Match \$
ENDOWMENT FUND			
Description: Include a description of any endowment fund contributions that will be used as match.			Grant \$ U.S. Match \$ CAN Match \$
INDIRECT COSTS			
Description: Identify the indirect costs being charged under a Negotiated Indirect Cost Rate Agreement (NICRA) or through the <i>de minimus</i> rate. This portion of the table is not required to be filled in unless indirect costs are being used. Add or remove lines of indirect data as necessary to match your organization's additional indirect rate pool(s). If using a NICRA, upload a copy to GrantSolutions.			

Rate(s): Rate 1: [Name] ____ % Start Date ____ End Date ____ Base Costs \$ ____ Total Indirect \$	Grant \$ U.S. Match \$ CAN Match \$
Rate 2: [Name] ____ % Start Date ____ End Date ____ Base Costs \$ ____ Total Indirect \$	
Rate 3: [Name] ____ % Start Date ____ End Date ____ Base Costs \$ ____ Total Indirect \$	

FINAL TITLEHOLDER SUMMARY

Specifically describe the proposed title holder / easement holder (where applicable) for tracts acquired through this project. If known, provide information for each specific tract. For TBD tracts, disclose the anticipated title holder. If unknown, please disclose that as well. This information must be provided for all tracts in annual and final reports. Add rows to the table as needed.

Acquisition Tract or Activities	Title Holder	Easement Holder	Acres	Term

ADDITIONAL WORK PLAN DETAILS

Required format is Times New Roman size 11 font.

Easement Protections:

Page Limit: No more than 1 page per proposed easement type.

If easements will be acquired, please provide a summary of the restrictions, allowed activities, and reserved rights and clearly demonstrate how those rights will complement long-term wetlands and associated uplands protection. For example, will the easements include or allow for cultivated agriculture? If so, how would the allowed agricultural activities impact the habitat value of the land? (e.g. short-term vs long-term transitional agricultural use activities.) List all other activities that will be allowed in the easements including structures, building areas, or reserved rights not described above. Describe the standards used to ensure adequate easement management and monitoring. If multiple easement types will be used, please include the requested information for each type of easement along with the anticipated number of acres associated with each type of easement.

Program Income:

Page Limit: No more than 1 page.

Please state whether approval of program income is being requested. If it is expected, please provide a description and estimate of the program income expected to be earned during the period of performance. Prior written approval is required for program income.

Pre-Award Costs:

Page Limit: No more than 1 page.

Please describe any pre-award activities (grant or match) and the costs associated.

Will any of the activities in this proposal be conducted on property on the UNESCO World Heritage List or the in-country equivalent of the U.S. National Register of Historic Places?

Page Limit: No more than 1 page.

Activities conducted on property listed on the UNESCO World Heritage List or the in-country equivalent of the U.S. National Register of Historic Places must be identified in proposals. Project activities at these sites require FWS consideration of the effects of the project under Section 402 of the National Historic Preservation Act before awards are issued. Recipients conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

Other Work Plan Details:

Page Limit: No page limit for this response.

If necessary, provide additional details about activities proposed in the Work Plan. Examples where additional information is necessary include the identification of components that were previously funded by NAWCA, use of the Revolving Lands Program (including what costs are being sought to be covered by NAWCA), or additional information on other costs requiring pre-approval. This space can also be used to provide more information about tract specific activities (if known) or the use of priority areas to define TBD tracts.

TECHNICAL ASSESSMENT QUESTIONS

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

Question 1 - How does the proposal contribute to the conservation of waterfowl habitat?

Question 2 - How does the proposal contribute to the conservation of wetland-associated migratory birds and other priority species?

Question 3 - How does the proposal location relate to the national and regional bird plans for wetland areas?

Question 4 - How does the proposal relate to the national wetlands classes?

Question 5 - How does the proposal contribute to long-term conservation of wetlands and associated habitats?

Question 6 - How does the proposal contribute to the conservation of habitat for species listed or proposed under the U.S. Endangered Species Act (ESA); the Canadian Species At Risk Act (SARA); or other fish and wildlife that are specifically involved with the proposal?

Question 7 - How does the proposal satisfy the partnership purpose of the North American Wetlands Conservation Act?

Formatting rules for the Technical Assessment Questions:

- All seven questions must be answered in **no more than 14 pages total**, including all text and tables (average of two pages per question).
- Margins must be 1 inch with Times New Roman size 11 font throughout (not including tables).
- To stay within the page limit, avoid adding links to lengthy documents, such as publications. These additional links will be considered in the 14-page limit length.
- Answer each question separately.
- Species lists are available in the Appendices.
- Answers should cover benefits derived from proposed grant - and match - funded work.
- Do not include activities, objectives, or benefits solely funded with non-match. For activities to be

included in the proposal, they must be part of the NAWCA Project. This requires NAWCA interest. Grant and / or match funds must be utilized with the non-match to achieve the tract level objective.

- Be as qualitative and as quantitative as possible.
- Select the best methods to provide as much information as possible (such as giving species, abundance and seasonal use information in a table followed by a narrative, where applicable), while adhering to format and proposal length guidelines. When sufficient data does not exist, use estimates for determining the number of species benefits or abundance.
- Do not include benefits to a larger area, such as previous or future phases of the current proposal area.
- Include all habitat types (not just wetlands).
- Make sure acreage figures are consistent with those given elsewhere in the proposal.
- Include only benefits from actions covered by the proposal. For example, if the proposal includes acquisition of sites that need restoration, but restoration is not part of the proposal, do not include restored habitat values in answers to the questions. Note that unless restoration is also included in the proposal, proposals for acquisition of degraded wetlands will be evaluated based on the degraded condition and subsequent resource benefits.
- Reviewers will assign points based on information in the proposal. In addition, reviewers evaluate the questions and the proposal in relation to the group of proposals under review.

TECHNICAL ASSESSMENT QUESTION #1 (20 points total)
How does the proposal contribute to the conservation of waterfowl habitat?

To assist you with developing TAQ 1, contact the [Migratory Bird Joint Venture](#) for your project’s area for guidance on completing this section. Complete the table below using the priority waterfowl species lists provided in Appendix B, indicating the species that will be affected by **grant and match work**. Under “Explanation of Benefits”, succinctly explain how the proposal will impact waterfowl species. If the proposal is a phase of an ongoing project, address only the current phase activity/acreage. **All narrative information should be within the table below.**

For the species listed in the table below, please do not overestimate how many individuals/pairs will use the grant and match tracts after the proposal is completed and for what life cycle stage(s).

See Appendix B for the list of priority waterfowl. All narrative information should be within the table below.

Species	Numbers Estimated	Life Stage (Breeding, Migration, Wintering)	Explanation of Benefits
High Priority			
Species (under each category, add additional rows for each applicable species)			
Medium Priority			
Species (under each category, add additional			

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

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

TECHNICAL ASSESSMENT QUESTION #2 (15 points total)

How does the proposal contribute to the conservation of wetland-associated migratory birds and other priority species?

To assist you with developing TAQ 2, contact the [Migratory Bird Joint Venture](#) for your project’s area for guidance on completing this section.

Using a table format, succinctly describe the impact of the grant and match work on each selected species. Address only non-waterfowl species. **All narrative information should be within the tables below.**

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

A. Priority bird species:

Identify up to 10 species from the Canadian JV priority wetland-associated bird species list (see Appendix C) that best demonstrate the benefits of the proposed activities to non-waterfowl species. For each species, highlight the anticipated numbers of each species that will benefit, the applicable life stage, the location within the grant and match tracts in which the species occurs, and the benefit the species will receive from completing the proposed project.

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

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

B. Other wetland-associated species:
Identify up to 10 additional bird species not included in your response to Part A that will benefit from the proposed activities. For each species, highlight the anticipated numbers of each species that will benefit, the applicable life stage, the location within the grant and match tracts in which the species occurs, and the benefit the species will receive from completing the proposed project.

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

The continental conservation plans for shorebirds, landbirds, and waterbirds have detailed analyses and lists of priority species by Bird Conservation Region (BCR). However, continental-scale maps of priority areas for these bird groups are not available on the USFWS or bird plan websites. The North American Waterfowl Management Plan (NAWMP) does provide a continental map of priority areas, but Canadian Joint Ventures have more detailed analyses and mapping. In Canada, the Joint Ventures have Implementation Plans (IPs) that are based on highly developed science, and they are updated approximately every 5 years. These IPs have maps identifying priority landscapes within each Joint Venture. The priority landscapes are focused on waterfowl and wetland areas.

TECHNICAL ASSESSMENT QUESTION #3 (15 points total)

How does the proposal relate to the national and regional bird plans for wetland areas?

A. How does the proposal location relate to the North American Waterfowl Management Plan geographic wetland priorities or target areas as described by the Canadian Habitat Joint Venture Implementation Plans?

Joint Venture conservation priority or target areas:

Using the table format below, indicate the number of acres in the proposal area that are IN or OUT of the Joint Venture target/priority areas for wetland habitat conservation. The exact proposal location will be based on the GIS shapefile information you provide with the maps. Provide a brief narrative about activities outside the priority landscapes that are in alignment with the Joint Venture Implementation Plan recommended activities for outside of the target/priority areas.

Include non-add acres in parentheses.

National wetland conservation priorities:

Joint Venture Waterfowl and Wetland Priority Areas	In Add (acres) / (In Non-Add (acres))	Out Add (acres) / (Out Non-Add (acres))
Pacific Bird Habitat Joint Venture		
Canadian Intermountain Joint Venture		
Prairie Habitat Joint Venture		
Western Boreal Forest		
Eastern Habitat Joint Venture		

Narrative:

Provide a brief narrative describing the alignment of the proposal with the Joint Venture Implementation Plan(s) and describe any activities outside the priority landscapes that are in alignment with the Joint Venture Implementation Plan recommended activities for outside of the target/priority areas.

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B. Describe how the proposal location contributes to the Partners In Flight Plan, the Canadian Shorebird Conservation Plan, and/or the North American Waterbird Conservation Plan, along with any other regional conservation priorities.

Other conservation priorities:

In the provided table, briefly describe how the proposed grant and match activities will address other non-waterfowl bird conservation plans or the current regional geographic priorities for species identified in Joint Venture and other partners’ science and planning information. Do not describe how the proposed activities will address the North American Waterfowl Management plans referenced in Part A. It is prudent to work closely with Joint Venture staff to ensure that this proposal is based on the most current science and planning for all wetland-associated migratory birds.

Regional wetland conservation and/or other bird conservation priorities:

All narrative information should be within the table below.

National/Regional Bird Conservation Plans	Narrative Description
Partners In Flight Plan	
Canadian Shorebird Conservation Plan	

North American Waterbird Conservation Plan	
Other Regional Bird Conservation Plans (add rows as needed)	

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TECHNICAL ASSESSMENT QUESTION #4 (15 points total)
How does the proposal relate to the national wetland classes?

For more information about the Canadian wetland classification system used below, visit [Canadian National Wetlands Inventory](#) and/or [The Canadian Wetland Classification System](#). Contact Joint Venture Coordinators for provincial or territorial information. Complete the following table. List the match and grant acreage by activity for each wetland class or identify other wetland types (e.g. coastal wetland types).

Do not include non-add acres (normally indicated with parentheses) in this table.

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

Only use those activity rows required with your proposal. Please ensure the acreage totals provided in TAQ #4 match those totals provided on the summary page.

Activity	Canadian Wetland Class					Uplands	Total
	Bog	Fen	Swamp	Marsh	Shallow Water (incl. Coastal)		
Fee							
Easement							
Acquired Total							
Restored							
Enhanced							
Class Total							
Grand Total							

Bog = a peat landform, **Fen** = a peatland with a fluctuating water table, **Swamp** = forested or wooded wetlands and peatlands, **Marsh** = a wetland that has shallow water, and has levels that usually fluctuate daily, seasonally or annually, **Shallow Water** = distinct wetlands transitional between those wetlands that are saturated or seasonally wet (i.e. bog, fen, marsh or swamp) and permanent, deep water bodies (Identify coastal form in narrative.) **Upland** category may include restored cropland.

Provide a brief narrative to describe the wetlands in this project, and how the proposed activities will address the risk factors and threats to the current wetland and upland habitats (e.g., cropland, grassland, forest). If no wetland data is available for the project area or tracts, it is very important to describe the wetlands of the area and their benefits to migratory bird conservation (i.e., reason for including in the proposal).

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TECHNICAL ASSESSMENT QUESTION #5 (15 points total)

How does the proposal contribute to long-term conservation of wetlands and associated uplands?

How does the proposal contribute to long-term conservation of wetlands and associated uplands?
Complete the following table. List the match and grant acreage by activity for each tenure category.

Restoration, enhancement, and management activities should not be listed under the perpetuity tenure category without exceptional and appropriate justification, relative to the tenure of agreements. The expectation of maintenance does not make a restoration, enhancement, or management perpetual.

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

Only use those activity rows required with your proposal. Please ensure the acreage totals provided in TAQ #5 match those totals provided on the summary page.

Include any non-add acres with parentheses in your proposal summary and TAQ #5 table.

ACTIVITY	ACRES BY LONGEVITY OF BENEFITS				TOTAL ACRES
	PERPETUITY	*26-99	**10-25	< 10	
Fee					
Easement					
TOTAL ACQUIRED					
Restoration					
Enhanced					
Management					
TOTAL					

A. Provide a brief narrative describing the habitat types (wetland and upland) and describe the significance of these habitats to:

- How the project area and tracts might be affected by changing environmental conditions within the next 30-50 years,
- How the activities proposed will address, in a resilient and adaptive manner, any effects caused by changing environmental conditions.

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B. Provide a brief narrative describing any proposed management activities.

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TECHNICAL ASSESSMENT QUESTION #6 (5 points total)

How does the proposal contribute to the conservation of habitat for species listed or proposed under the U.S. Endangered Species Act (ESA); the Canadian Species At Risk Act (SARA), or other fish and wildlife that are specifically involved with the proposal?

Under A, B, and C below, list wetland-associated species that will be affected by the grant and match work and succinctly provide the additional requested information to explain how the proposal will affect the species. Do not list more than ten (10) species in each category in the table below and focus on species that are not already listed in TAQs 1 and 2.

A. U.S. Endangered Species Act - Threatened, Endangered, or Proposed candidate species

- What species will utilize the proposal area?
- What is the importance of the habitat, and how will the proposal improve habitat quality?

B. Canadian Species At Risk Act - Candidate, Special Concern, Threatened, or Endangered species

- What species will utilize the proposal area?
- What is the importance of the habitat, and how will the proposal improve habitat quality?

C. Other Priority Wildlife Species

- What species will utilize the proposal area?
- What is the importance of the habitat, and how will the proposal improve habitat quality?

A. ESA Species	
Species	Explanation of Benefits
B. SARA Species	
Species	Explanation of Benefits
C. Other Species	
Species	Explanation of Benefits

TECHNICAL ASSESSMENT QUESTION #7 (15 points total)

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

A. Partner Participation and Financial Contributions

Identify the type, number, and approximate dollar amount that funding partners will contribute, including the type of partners (e.g., government, indigenous, non-governmental, local government, or private). Highlight the number and degree of participation of the partners, and if there is a partner who is providing a large or unusual match amount.

Explain the non-match that is being proposed, such as non-match directly involved in real property interest.

Funding Partner Category	# funding partners <\$250,000	# funding partners \$250,000 - \$500,000	# funding partners > \$500,000	Identify Large Matching Partners	Non-Match
State/Provincial/Territorial agencies					
Non-government conservation organizations					
Local governments (e.g. county, municipality)					
Private landowners					
Profit-making corporations					
Indigenous governments					
Federal agencies					
Other partner groups (e.g. Individuals, Foundations)					

B. Other Important Partnership Aspects

Briefly state any particularly significant or unique benefits provided by the proposal partnerships or other important partnership aspects (e.g. new grant recipient, significant new partners, or unique partners). If any partner is not providing match, provide a brief narrative describing how they are partnering with you to achieve the objectives of the proposal.

C. Public Access / Benefits to U.S. Hunters/Recreationists

Identify the type of public access allowed on different kinds of land ownership (e.g. fee simple, private landowner, or public/crown) and any restrictions that may be imposed. Identify how much acreage will be open to public access, if known. If applicable, identify the potential benefits of the proposed activities for U.S. hunters/recreationists (e.g. access for U.S. hunters or recreationists in either Canada or the U.S., and/or identify the nexus of breeding habitat and harvest area in the U.S.).

Note: Only include NEW acquisition acres in the following table.

Type of Public Access	Public Access (acres)	Restricted Access (acres)	Type of Restriction	Benefits to U.S. Hunters/Recreation
Fee Simple (applicant owned)				
Private Landowner				
Public/Crown Land				
Other				

MAPS

Provide at least 1 map of the project area and the priority areas. If tracts are known, provide individual tract map(s).

Overall project area and individual known tract maps or priority areas are required. Maps are critical sections of the proposal. Well-constructed and informative maps can have a significant impact on understanding the scope and significance your proposal has to wetland conservation.

For the project area, provide at least one map: it should include the location of all grant and match activities within the project area boundary and should convey an understanding of all conservation activities in the project area boundary including other conservation lands. The project area is a larger, defined area that encompasses the project's activities and tracts. A project area can best be described as follows:

- area that is part of a wetlands conservation plan;
- areas in the same ecosystem and / or wetlands system (e.g., watershed or river basin);
- areas that are managed to meet the same wetlands objectives;
- areas that are in close proximity;

- areas that provide direct benefits to each other; or
- defined administrative boundaries.

Please keep in mind that if your project is funded and an activity or tract needs to be substituted, then the activity or substitution tract(s) must be located within the defined project area boundary and same priority area as the original tract / acres.

Your project area map should include:

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

Please note that final reports must include a GIS shapefile at the tract level for all activities (e.g., acquisition, restoration, enhancement, management) completed under the proposal.

If tracts are unknown, a map of the specific priority areas where tracts will be identified later is required. These priority areas should match the priority areas included in the work plan.

An individual tract map is required for any known tract(s). If multiple activities are occurring on the same tract (such as fee acquisition and restoration), then display those activities on one tract map. Your tract map(s) should include:

- Proposal title;
- Tract Name/ID used throughout the proposal;
- Satellite aerial imagery for the basemap;
- Identification of the parcel boundary for acquisition activities;
- Identification of any building envelopes (fee-title only);
- Identification and location of major water control structure(s) and other major restoration / enhancement features;
- Location and identification of previously approved NAWCA project activity;
- A legend, which identifies the activity type;
- Map scale; and
- A north directional arrow.

GIS SHAPEFILE

Please provide a single GIS shapefile of the project area and known tract(s) that were used to create the maps. The shapefile submitted should use a GCS_WGS_1984 projection and the attribute table should contain a name for each polygon which corresponds to a known tract. If specific tracts are not yet

identified, include a polygon for each priority area described in the work plan. The GIS shapefile should be emailed to dbhc@fws.gov. See additional instructions below.

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

These fields are mandatory and should follow these field property *suggestions*:

- FID – *automatically assigned*
- Shape – Polygon. *If your shapefile is in Polygon ZM format, please convert it to a standard Polygon.*
- PROJ_NAME – Text; Length: default
- TRACT_ID – Text; Length: default. *Tract ID should match the ID used throughout the proposal. You may leave this field entry blank for the Project Area.*
- ACTTYPE – Text; Length: default. *List the abbreviated activity per tract using this key: FA = Fee Acquired, FD = Fee Donated, EA = Easement Acquired, ED = Easement Donated, RS = Restored, EN = Enhanced, MG = Management. You may leave this field entry blank for the Project Area.*
- DURATION - Text; Length: default. *You may leave this field entry blank for the Project Area.*
- TRACT_NAME – Text; Length: default. *You may leave this field entry blank for the Project Area.*
- ACREAGE – Double; Default Precision and Scale. *Total acreage of wetland and upland components. You may leave this field entry blank for the Project Area.*
- FUNDING – Text; Length: default. *Funding category (Grant, Match, and Non-Match). You may leave this field entry blank for the Project Area.*
- MUNI or CITY – Text; Length: default. *You may leave this field entry blank for the Project Area.*
- PROVINCE – Text; Length: default. *Two or three letter province abbreviation.*
- LATITUDE – Double; Default Precision and Scale
- LONGITUDE – Double; Default Precision and Scale
- HOLDER – Text; Length: default *Final Title Holder. You may leave this field entry blank for the Project Area.*

Any additional attribute fields submitted will be considered extra information.

REVIEW OF APPLICATION REQUIREMENTS GRANTSOLUTIONS SUBMISSION

Have you submitted the following through GrantSolutions?

- SF-424 Application
- SF-424 A (Non-Construction) Budget Information Table
- SF-LLL (if applicable)
- GrantSolutions Project Abstract Summary
- Negotiated Indirect Cost Rate Agreement (if applicable)
- Signed Match Letters
- A-133 Single Audit or Most Recent Audit / Financial Statement
- Proposal

EMAIL ATTACHMENTS

All the below attachments (if applicable) must be emailed to dbhc@fws.gov before the application deadline:

- **GrantSolutions Application Number** in the subject line.
- **GIS Shapefile of Project Area and Tract(s) as a .zip file** as an attachment.
- **Two to Five Photos of Proposed Project Areas and Activities that Highlight NAWCA Benefits (for FWS use in publications and documents)**

APPENDICIES

APPENDIX A: SCORING CRITERIA

The following table summarizes the criteria and point values are used to assess the proposal's activities, objectives and goals in relation to the North American Wetland Conservation Act (the Act) and its application in Canada.

CATEGORIES OF QUESTIONS	Points = 100
#1. PRIORITY WATERFOWL A. High priority species B. Medium priority species C. Low priority species	MAXIMUM = 20 0-10 0-6 0-4
#2. CANADIAN JOINT VENTURE PRIORITY WETLAND ASSOCIATED MIGRATORY BIRDS & OTHER SPECIES A. Priority bird species B. Other wetland bird species	MAXIMUM = 15 0-9 0-6
#3. NATIONAL AND REGIONAL BIRD PLANS FOR WETLAND AREAS A. Joint Venture / NAWMP Target Areas B. Partners in Flight Plan C. Canadian Shorebird Plan D. North American Waterbird Plan E. Other regional plans	MAXIMUM = 15 0-5 0-3 0-3 0-3 0-3
#4. WETLANDS CLASSES & HABITAT RISKS / THREATS A. Bog B. Fen C. Swamp D. Marsh E. Shallow water F. Uplands G. Threats / benefits to habitats	MAXIMUM = 15 0-2 0-3 0-3 0-5 0-5 0-4 0-3
#5. LONG-TERM CONSERVATION & CHANGING ENVIRONMENTAL CONDITIONS AND MANAGEMENT A. Benefits in perpetuity B. Benefits for 26-99 years C. Benefits for 10-25 years D. Benefits for <10 years E. Significance to long-term conservation <u>and</u> changing environmental conditions F. Significance or benefits of management	MAXIMUM = 15 0-12 0-6 0-4 0-3 0-2 0-2
#6. ESA, SARA AND OTHER WETLAND ASSOCIATED PRIORITY SPECIES A. U.S. threatened, endangered, or proposed ESA species B. CDN candidate, special concern, threatened, or endangered SARA species C. Other priority species	MAXIMUM = 5 0-3 0-3 0-3
#7. PARTNERSHIPS A. Partner participation and financial contributions B. Other important partnership aspects C. Public access and benefits to U.S. hunters / recreationists	MAXIMUM = 15 0-5 0-5 0-5

The following summaries further explain how points will be assigned in each category.

1. **Waterfowl**

This category considers the number of species and actual or estimated number of birds identified in each priority category (high, med, low), the life stage of when the birds use the identified habitat (breeding, migration, wintering), and the explanation of benefits for the species, the following ranges of points can be assigned, up to the maximum within each priority category.

2. **Wetland Associated Migratory Birds & Other Wetland Bird Species**

This category considers the number of species and actual or estimated number of birds identified in each category of priority bird species or other wetland-associated birds, the life stage of when the species use the identified habitat (breeding, migration, wintering), and the explanation of benefits for the species, the following ranges of points can be assigned, up to the maximum within each priority category.

3. **Contributions to Conservation Priorities Recognized in Major Migratory Bird Conservation Plans**

This category considers the number of acres in the proposal area that are IN or OUT of the Joint Venture target areas for wetland habitat conservation and the narrative about activities outside the priority landscapes that are in alignment with the Joint Venture Implementation Plan recommended activities and allocates points up to the maximum NAWMP target areas. Maximum points are based on consideration of biological importance by area, historic habitat loss, future threats to habitats, availability of solutions, and cost-effectiveness of likely conservation actions. Considering the narrative about how the proposal contributes to each of the other bird plans, points can be assigned for each plan (Partners In Flight Plan, the Canadian Shorebird Conservation Plan, and the North American Waterbird Conservation Plan). Additional points can be assigned based on descriptions of how the proposal contributes to other regional geographic conservation plans.

4. **Benefits to Wetland Habitat**

This category considers the number of acres of each wetland class and acres of uplands and allocates points up to the maximum for each category. Additional points can be assigned based on the narrative describing the relationship between the wetlands and migratory bird conservation, the significance of any threats or risks to the habitat, and how the wetlands relate to the Joint Venture priority areas.

5. **Long-term Conservation, Changing Environmental Conditions, and Management**

This category considers the number of acres and longevity of the conservation actions identified for each category of activity (acquisition, restoration, enhancement, and management) and allocates points up to the maximum for each category. Additional points can be assigned based on the narrative describing the significance of the proposed activities to long-term conservation, how the proposal area might be affected by changing environmental conditions, and the benefits of management activities.

6. **ESA, SARA, Other Provincial, PIF or R2R Species**

This category considers the number of wetland-associated species and the importance of the habitat or proposed improvement to the habitat for the identified species, the following ranges of points can be assigned, up to the maximum within each priority category.

7. **Partnerships and Public Access**

This category considers the narrative describing the type, number, and amount of funding from partners outside of the Joint Venture (US and Canadian), including the type of partners (e.g. government, indigenous, non-governmental, local government, or private), and assigns up to 5 points. It also considers the narrative on significant or unique benefits provided by the proposal partnerships or other important partnership aspects and assigns up to 5 points. Up to an additional 5 points can be assigned based on the type of public access allowed on different kinds of land ownership (e.g. fee simple, private landowner, or public/crown) or the benefits of the proposed activities for U.S. hunters and/or recreationists.

APPENDIX B. TAQ 1 LIST OF PRIORITY WATERFOWL

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

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

APPENDIX C. TAQ 2A LIST OF PRIORITY WETLAND-ASSOCIATED SPECIES

American Avocet	Common Yellowthroat	Ruddy Turnstone
American Bittern	Connecticut Warbler	Rufous Hummingbird
American Coot	Dunlin	Rusty Blackbird
American Golden Plover	Forster's Tern	Sanderling
American White Pelican	Franklin's Gull	Semipalmated Plover
American Woodcock	Great Blue Heron	Semipalmated Sandpiper
Ancient Murrelet	Greater Yellowlegs	Short-billed Dowitcher
Baird's Sandpiper	Horned Grebe	Short-eared Owl
Bank Swallow	Hudsonian Godwit	Solitary Sandpiper
Barn Owl	Killdeer	Sora
Barn Swallow	Le Conte's Sparrow	Spotted Sandpiper
Belted Kingfisher	Least Bittern	Stilt Sandpiper
Black Swift	Least Sandpiper	Townsend's Warbler
Black Tern	Lesser Yellowlegs	Vaux's Swift
Black-bellied Plover	Lincoln's Sparrow	Veery
Black-billed Cuckoo	Long-billed Curlew	Virginia Rail
Black-crowned Night-Heron	Long-billed Dowitcher	Wandering Tattler
Bobolink	Marbled Godwit	Western Grebe
Bonaparte's Gull	Marbled Murrelet	Western Gull
Brewer's Blackbird	Mew Gull	Western Screech-Owl
Buff-breasted Sandpiper	Nelson's Sparrow	Whimbrel
California Gull	Northern Goshawk	White-rumped Sandpiper
Canada Warbler	Northern Harrier	Willet
Cassin's Auklet	Northern Rough-winged Swallow	Willow Flycatcher
Chimney Swift	Olive-sided Flycatcher	Wilson's Phalarope
Clark's Grebe	Pectoral Sandpiper	Wilson's Snipe
Common Gallinule	Pelagic Cormorant	Wilson's Warbler
Common Loon	Piping Plover	Yellow Rail
Common Murre	Red Knot	Yellow-breasted Chat
Common Nighthawk	Red-necked Phalarope	Yellow-headed Blackbird
Common Tern		