2027-2029 Focused Investment Partnership Program
Application Guidance
Oregon Watershed Enhancement Board

ADMINISTRATIVE

Administrative Information for all grant types:

Applicant should be the organization that is serving as the Partnership Point of Contact.

Project Manager should be the individual who is serving as the Partnership Point of Contact and who will be the main point of contact for OWEB.

Abstract

The online application abstract section prompts specific project-level information to be entered that are not well-aligned with this Initiative-level FIP application. Please do not respond to the abstract questions in the application. Instead, upon completing your application, write a brief initiative abstract that includes the following:

- Identify the proposed Initiative geography and how the Initiative aligns with the OWEB Board-identified ecological priority(ies)
- A statement of the Ecological Outcomes that the partnership intends to achieve through the proposed Initiative
- A statement of the specific Conservation Actions to be implemented through the proposed Initiative
- Identification of all partners. Clearly identify the Initiative's Core Partners. Core Partners are partners that will sign the OWEB Partnership Agreement and apply for project-level OWEB grants through the FIP Initiative.

Location Information

Click on the blue box "Map the Point which best represents the proposed project location" and zoom in to the map to select the approximate center point of your initiative geography.

Because this is an Initiative-level application, select "Not applicable to this project" in response to "What is the ownership of the project site(s)?"

If the FIP geography spans more than one county, select "This grant will take place in more than one county" and list the counties.

Permits
Permits are not necessary for this FIP Initiative application. Select "No."

Racial and Ethnic Impact Statement
Select the most appropriate response and complete the information, when prompted.

Insurance Information
Select "Insurance not applicable to this project."

Additional Information
Indicate whether the Initiative affects Sage-Grouse

PROBLEM STATEMENT

Applicant Information

State the name of the Partnership.

State the name of the proposed FIP Initiative.

Identify the OWEB Board-identified priority(ies) that your proposed initiative will address. Check all that apply:
- ❑ Aquatic Habitat for Native Species
- ❑ Estuaries Habitat
- ❑ Dry-type Forest Habitat
- ❑ Oak and Prairie Habitat
- ❑ Oregon Closed Lakes Basin Wetland Habitat
- ❑ Sagebrush/Sage-steppe Habitat

Budget Overview

It may be helpful to complete the _FIP Initiative Budget Form Upload_ before completing the budget sections of the application. Provide the estimated budget and match information for each biennium that the partnership is seeking FIP funding and the total OWEB funding request and estimated match for the Initiative. Required OWEB match is documented and reported at the individual project level, but it is important to include estimated match in order to fully evaluate the FIP Initiative application. Each OWEB grant type has a required match percentage that is specified in the _Required match per OWEB Grant Type_ column in the _FIP Initiative Budget Form Upload_. The _Estimated Match Funding_ field for each grant type must be at least the required match amount for each grant type to be eligible for funding.

PROPOSED SOLUTION

Initiative Ecological Outcomes

Briefly describe the Ecological Outcome(s) that the Initiative intends to achieve. Include both near-term and long-term Ecological Outcomes identified through the Initiative's Theory of Change and Progress Monitoring Framework. Additional details to link proposed Strategies, Conservation Actions, and Conservation Outputs to these Ecological Outcomes are asked in the next section of the application.

Strategies, Actions, and Outputs

The Strategies and associated Conservation Actions proposed to be implemented through this Initiative should be thoroughly detailed in your Initiative Work Plan upload. Strategies and Conservation Actions should directly connect to the near and long-term Ecological Outcomes proposed and be reflected in your Initiative's Theory of Change. Refer to the OWEB Strategic Action Planning for Ecological Restoration Partnerships for definitions.

- **Describe how the proposed Strategies and Conservation Actions selected for this Initiative will lead to near and long-term Ecological Outcomes**. (1,000 characters)

- **Describe your strategy to partner and engage the community within the Initiative geography and how prior engagement has informed the proposed Initiative, including local communities disproportionately impacted by climate change.** (1,000 characters) OAR 695-005-0020(11) provides the definition: "Local Communities Disproportionately Impacted by Climate Change" includes communities such as native American tribes, communities of color, rural communities, coastal communities, communities experiencing lower incomes, and

other communities traditionally underrepresented in public processes, including seniors, youth, and persons with disabilities.

- **Describe how changing climate conditions are incorporated into the proposed Initiative's Strategies and Conservation Actions and how the Initiative will contribute to climate change adaptation and resilience.** (1,000 characters) Resources for changing climate conditions specific to different regions in Oregon are found on OWEB's Water and Climate webpage.

- **Describe the process that will be used to track and report on Conservation Outputs. Include: a) the system or program (if known) that will be used to track outputs and b) the partner(s) responsible for tracking, data collection, data entry, reporting, and communication.** (1,000 characters)

Partnership & Roles

List the critical partnership roles needed to support the work of this FIP initiative. Consider the need for the following roles within your Partnership: Partnership Coordinator, Facilitator, Project Management, Project Implementation, Technical Team Coordinator, Monitoring Team Coordinator, Monitoring Technician, Progress Tracking and Monitoring Coordination, Acquisitions Coordinator, Landowner/Engagement Coordinator.

Role	Name	Affiliation	Qualifications	Email	Phone
Add rows, as needed					

- **Describe the performance history of the Partnership, including the ability to collaboratively implement and adaptively manage Conservation Actions to achieve Conservation Outputs.** (1,000 characters)

- **Describe how the Partnership made decisions to identify, prioritize, and sequence the proposed Strategies and Conservation Actions from your Strategic Action Plan to be completed under this Initiative.** (1,000 characters)

- **Describe how the Partnership will evaluate project readiness and technical soundness in consideration of OWEB's evaluation criteria before submitting project-level grant applications through the FIP Initiative.** (1,000 characters)

- **Describe how your budget allocation across grant types supports the partnership, proposed Conservation Actions, and desired Ecological Outcomes of the Initiative.** (1,000 characters)

- **How will the Partnership allocate funding and workload among the partners?** (1,000 characters)

- **Describe the Partnership's approach to catalyzing additional funding over the duration of the FIP Initiative.** (1,000 characters)

Wrap-up

Proposed Acquisitions

- **If the partnership's proposed Initiative includes acquisition(s) provide a summary of each proposed acquisition, including: 1) the project name; 2) the lead organization; 3) the proposed transaction approach, project readiness, and timing; 4) the desired future condition; and 5) how the desired future condition aligns with the proposed FIP Ecological Outcomes.**

Note that all Land Acquisition projects proposed for FIP funding shall be reviewed for consistency with the FIP ecological outcomes described in this FIP Initiative application. If a project is determined to be consistent with the FIP Initiative, a Land Acquisition grant application shall be submitted and reviewed in accordance with the standard land acquisition review practices, including a pre-application consultation with the OWEB Land Acquisition Coordinator.
Acquisition 1:

[If the Initiative is proposing more than one acquisition, use the + repeater function to add projects.]

Previous FIP Initiative Awards

Answer these questions only if the partnership has previously received an OWEB FIP Initiative award.

- Describe the partnership's progress toward the intended Ecological Outcomes of the previous 6-year FIP Initiative. Be specific in the response, use examples as appropriate, and reference the partnership's FIP Initiative Work Plan, Theory of Change, and Progress Monitoring Framework.

- Explain why further investment in the Initiative is warranted and why OWEB should continue investing in the same Conservation Actions in the same geography or new geography. Include lessons learned from your previous FIP Initiative.

Acknowledgements

❑ Check the single checkbox to acknowledge **all** of the following statements:
- The partnership has read the FIP Initiative Application Guidance and understands the application expectations, timelines, and review process.

- OWEB staff have answered our questions on the FIP Application guidance, timeline, and review process.

- The partnership has read the Focused Investment Partnership Grants administrative rules and is familiar with program Definitions in OAR 695-047-0020.

- The partnership understands that, if awarded a FIP, the partnership will submit high quality, project-level grant applications to fund the implementation of each project in the partnership's work plan and that these project-level applications will be reviewed by a Technical Review Team.

- The partnership understands that, if awarded a FIP, the partnership will provide a GIS layer/shapefile that illustrates the Initiative geography.

- The partnership understands that biennial reporting to the OWEB Board is required in January of odd numbered years through the life of the FIP Initiative. This reporting requires progress tracking on various metrics to be determined in cooperation with OWEB staff and is based on the Partnership's Theory of Change.

- The six-year timeframe of the FIP means there will be opportunities for participating in FIP Initiative monitoring/adaptive management/partnership learning opportunities. It is expected that all OWEB-funded FIP partnerships will participate in these opportunities at a schedule determined in cooperation with OWEB and FIP partners.

- The partnership's SAP addresses the components outlined in OWEB's *Strategic Action Plan Guidance*.

Required Uploads

❑ Check the single checkbox to acknowledge that **all** of the following **required** documents have been uploaded to the application. If the name of the document type isn't available, select "Other" as the upload type and clearly name the document.

- A **letter of participation** on the applicant's letterhead that includes the authorized signature(s) from each **Core Partner** (defined in OAR 695-047-0020(3)) affirming their concurrence with the FIP initiative as proposed in this application and their commitment to its implementation through the proposed period of the initiative, pending availability of funds. Please DO NOT provide letters of support. Letters of participation do not need to be signed by state/federal/tribal partners.

- **Color map(s)** that illustrate the geographical boundary and major features of the proposed initiative.

- The partnership's **Strategic Action Plan**. Strategic Action Plans can be written in any format; however, the Strategic Action Plan will need to address the components outlined in OWEB's *Strategic Action Plan Guidance*.

- The **Initiative Budget** for each biennium using the *FIP Initiative Budget Form Upload*.

- **Partnership governance documents.** A partnership's governance documents are written agreements that describe how the partnership makes collective decisions and coordinates actions to achieve shared goals. Governance documents can be written in any format. The *Guidance on Governance Documents* describes typical components of governance documents and provides examples and questions to assist partnerships in developing their own.

- **Work Plan.** The Initiative Work Plan outlines the projects and/or conservation actions that the partnership seeks to implement in each biennium of the Initiative. The Work Plan should directly relate to the Theory of Change and the Progress Monitoring Framework that is included in the partnership's Strategic Action Plan. A detailed Work Plan is required for the first biennium using the *OWEB FIP Work Plan Template*. In advance of each additional biennium, partnerships will submit to OWEB their Work Plan for the biennium.

Budget

The budget table in the application should be completed for the first biennium only! It may be helpful to complete the [*FIP Initiative Budget Form Upload*](#) before completing the online application.

The only budget category that can be selected is "Other".

Under the "Other" category, select "Create New Other Item". Create a new line item for every OWEB Grant Type that is applicable to your FIP Initiative. This may include:

- Partnership Technical Assistance
- Engagement
- Technical Assistance
- Restoration
- Land Acquisition
- Water Acquisition
- Monitoring

Unit: enter the name of the OWEB Grant Type (e.g., Technical Assistance, Restoration, Monitoring, etc.)

Unit Type: Select "Years"

Unit Count: Enter 2

Unit Costs: Enter half of the estimated Total Cost for the biennium for all projects under each applicable OWEB grant type (Engagement, Technical Assistance, Restoration, etc.). The system will multiply it by your unit count (2) to give the total for the biennium. The Helper in red text at the bottom of the window shows the calculated amount for the biennium.

OWEB Funds: Enter the portion of the total biennium expense for that grant type that is being requested from OWEB.

External Cash: Enter the portion of the total biennium expense for that grant type that is being provided with external cash match.

External In-Kind: Enter the portion of the total biennium expense for that grant type that is being provided with external In-Kind match.

Budget Development: OWEB staff and application review teams carefully review application budgets and may question how costs were developed. Use this section of the application to explain how the Initiative costs were estimated. The budget section in the online application is the same for all OWEB grants and was designed for project-level grants, not for larger Initiatives like the FIP program. If you have questions on how to complete the budget section of the application, please reach out to a FIP staff member.

Provide context and justification for how your budget was developed. Explain how project costs and/or rates were determined. (5,000 character limit)

Does the budget identify a contingency amount for specific line item(s) within the Contracted Services and/or Material and Supplies budget category? Contracted Services and Materials and Supplies are not eligible budget categories for this FIP Initiative application. Check the "No" box.

Funding and Match

The Funding Source section of the application should be completed for the first biennium only!

Select "Create New Project Funding Source" to enter the Organization/Entity Type, Name, and short description (optional) for every Organization proposed to provide matching funds in the first biennium.

Use the "Add Cash," "Add In-Kind," and/or "Add Volunteer" to add the amount of each type of contribution the organization proposes to provide. Because this is an Initiative-level application and match will be formally reported at the project level, select "Pending" as the Contribution Status.

Uploads

The following uploads are **required** to be submitted with the application. Only documents in pdf format can be uploaded. Please convert all documents to pdf before uploading. Clearly label the documents.

- ❑ A **letter of participation** on the applicant's letterhead that includes the authorized signature(s) from each **Core Partner** (defined in OAR 695-047-0020(3)) affirming their concurrence with the FIP initiative as proposed in this application and their commitment to its implementation through the proposed period of the initiative, pending availability of funds. Please DO NOT provide letters of support. Letters of participation do not need to be signed by state/federal/tribal partners.

- ❑ **Color map(s)** that illustrate the geographical boundary and major features of the proposed initiative.

- ❑ The partnership's **Strategic Action Plan**. Strategic Action Plans can be written in any format; however, the Strategic Action Plan will need to address the components outlined in OWEB's *Strategic Action Plan Guidance*.

- ❑ The **Initiative Budget** for each biennium using the *FIP Initiative Budget Form Upload*.

- ❑ **Partnership governance documents.** A partnership's governance documents are written agreements that describe how the partnership makes collective decisions and coordinates actions to achieve shared goals. Governance documents can be written in any format. The *Guidance on Governance Documents* describes typical components of governance documents and provides examples and questions to assist partnerships in developing their own.

- ❑ **Work Plan.** The Initiative Work Plan outlines the projects and/or conservation actions that the partnership seeks to implement in each biennium of the initiative. The Work Plan should directly relate to the Theory of Change and the Progress Monitoring Framework that is included in your Strategic Action Plan. **A detailed Work Plan is required for the biennium 1 and draft work plans are required for biennia 2 and 3 using the OWEB FIP Work Plan Template.** In advance of each subsequent biennium, partnerships will submit their updated Work Plan for the biennium to OWEB.