  **Application Processing Information (to be completed by the Licensees):**

**Application #:** **202x-**

**Date Received**

**Date Acted On:**

**Licensees’ Recommendation:**

**Lamprey Fund Advisory Board Action:**

**Pacific Lamprey Research Fund**

**Resource Project Application**

The Pacific Lamprey Passage Evaluation and Mitigation Plan (PLEMP) was developed by the licensees with the approval of the appropriate Fish Agencies pursuant to their respective statutory authorities (PGE and CTWSRO 2006). The PLEMP has five sections, including: 1) habitat assessment to further define lamprey spawning and ammocoete (larval) rearing habitat in the Deschutes River Basin and use that information to quantify habitats suitable for production of lamprey both upstream and downstream of the Project; 2) passage assessment to assess the potential for outmigrant and adult Pacific lamprey passage through the Pelton Round Butte (PRB) Project with existing fish passage facilities; 3) experimental reintroduction of lamprey will occur after the assessment of lamprey passage through the Project; 4) alternative lamprey mitigation may be developed if passage is determined by the Fish Committee to be infeasible with existing facilities; and 5) re-initiation of passage efforts will be implemented if alternative lamprey mitigation occurs and new information demonstrates that passage is feasible.

The purpose of the Lamprey Research Fund is to provide funding for projects that satisfy the goals identified in the PLEMP: “to enhance Pacific lamprey populations in the Deschutes basin downstream of the Pelton Round Butte Project”. Implementation of Lamprey Research Fund projects will mitigate for lack of reintroduction of Pacific lamprey to historic habitats upstream of the PRB project.

**SECTION 1: PROJECT INFORMATION**

**Name of Resource Project:**

**Lamprey Research Project Request: $**

**Other Funding: $**

**Total Project Cost: $**

**Project Start Date:**

**Project End Date:**

**Organization:**

# 

**SECTION 2: Applicant Information**

Information in this section must be complete. The same person may serve more than one contact function.

**2.1) Applicant**. An eligible project applicant may be a tribe, watershed council, soil and water conservation district, private landowner, not-for-profit institution, school, community college, state institution of higher education, independent not-for-profit institution of higher education, local agency, state agency, or federal agency. Enter all contact information.

**2.2) Project Manager for the Applicant**. Identify the individual who will manage the proposed project from start to finish. This person will serve as the Fund’s main point of contact and, in particular, will be responsible for securing signatures on the project agreement, seeing that all signatories have copies, and making sure that all required attachments accompany the application and the Request for Payment form. If the Project Manager changes during the term of the project, it will be the responsibility of Applicant Contact listed under Section 2.1 to notify the Lamprey Fund Advisory Board of the change.

**2.3) Fiscal Agent.** Councils, districts, tribes, and other entities can be fiscal agents for a project. Identify which of these entities will be responsible for tracking project income and expenses and for complying with the grant agreement terms. Please indicate the responsible party or entity that will be acting as the fiscal agent and enter all contact information. If the fiscal agent is the applicant, write in “Applicant” and leave the contact information blank.

**2.4) Technical Contact.** Identify the person who can answer technical questions about the project. Enter all contact information.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 2.1 Applicant: | | | | Applicant Contact: | | |
| Mailing Address: | | | | | Zip: | |
| Phone: | | Email: | | | | |
|  |  | | | | |
| **2.2 Project Manager for the Applicant:** | | | | | | |
| **Project Manager Address:** | | | | | **Zip:** | |
| **Phone:** | | | **Email:** | | | |

|  |  |  |
| --- | --- | --- |
| **2.3 Fiscal Agent:** | | |
| **Fiscal Agent Address:** | | **Zip:** |
| **Phone:** | **Email:** | |

|  |  |
| --- | --- |
| **2.4 Technical Contact:** | |
| **Technical Contact Address:       Zip:** | |
| **Phone:** | **Email:** |

**SECTION 3: Landowner Information**

If applicable, provide the name of the landowner(s) on whose property the proposed project will be implemented. Enter all contact information. If there is more than one landowner, a cooperative landowner agreement is recommended. However, if a cooperative landowner agreement is not used, attach a separate sheet with contact information for each landowner, along with their signatures to attest to the conditions of the application. If the landowner is the applicant, write in “Applicant” and leave the contact information blank.

|  |  |  |
| --- | --- | --- |
| **Landowner(s):** | | |
| **Landowner Address:** | | **Zip:** |
| **Phone:** | **Email:** | |

|  |  |  |
| --- | --- | --- |
| **Landowner(s):** | | |
| **Landowner Address:** | | **Zip:** |
| **Phone:** | **Email:** | |

**SECTION 4: Project Information**

**4.1) Category of Proposed Project.** Type of research proposed in this application (Choose all applicable categories; see application instructions):

|  |  |
| --- | --- |
|  | **Population research and monitoring** |
|  | **Distribution and abundance monitoring** |
|  | **Spawning escapement estimates** |
|  | **Adult and juvenile migration studies** |
|  | **Genetic sampling and abundance for stock identification and parentage studies** |
|  | **Monitoring effectiveness of habitat enhancement and passage improvement projects** |
|  | **Development of habitat/abundance models** |
|  | **Identification of limiting factors** |

**4.2) Project Location.** Please fill in the project general location information below. If project will occur in more than one location, include specific coordinates for each location.

***Lamprey Research Fund Project Area***

Until or unless effective lamprey passage technology or methodology is developed that may prove successful at re-establishing passage at the Pelton Round Butte /hydroelectric project (rkm 161), as with the Lamprey M&E Fund, eligible projects for the Lamprey Research Fund must be located where Pacific lamprey currently exist or historically existed within the lower Deschutes River basin from the confluence with the Columbia River upstream to the project and tributaries to historic distribution barriers (Figure 2). The fund dollars will not be distributed for work in streams considered ephemeral. At such time that reassessment of proven passage technology or methodologies suggests that passage at the project is possible, the Lamprey Fund Advisory Committee may meet and agree to consider funding eligible projects in the upper basin.

*Basin/Watershed River or Creek Name (if applicable) River Mile (if applicable)*

                 

*County Township Range Section*

*Latitude Longitude*

Decimal degree format (DDD.DDDD)

**4.3) Summary of Project.** Please provide a couple sentence summary of the proposal. This summary should touch on the goal of the project, what is being done, why it is being done, and what the results will be.

**SECTION 5: Project Narrative**

**5.1) Describe the current watershed PROBLEM(s) you are seeking to address.**  In your response, please provide information on the current physical or biological condition/problem or limiting factor(s) you are attempting to research and describe how they affect lamprey viability in the Deschutes basin; be specific in terms of describing the geographic extent of the problem and the overlay with life history requirements.

**5.2) Describe the how the research you are proposing will be used to address the problem(s) identified above.** Answer all the following questions as they apply to your project:

*What is the connection between the project’s measurable resource outcomes and the priority you identified in Section 5.1?*

*How does the project fit within the larger watershed context?*

*What are the specific project priority objectives? Provide a bulleted list of measurable indicators.*

Refer to the application instructions for a more thorough explanation of requirements for these questions.

**5.3) Project Methodology.** Please clearly describe the methods or approach in sufficient detail that LFAC members will be able to understand how the research/project will be used to address the issues and objectives identified above.

**5.4) Comparison to similar projects.** Please identify similar projects (if applicable) that have been completed or are under way and compare relative costs and benefits of these projects as compared to what is being proposed here.

|  |  |  |
| --- | --- | --- |
| **Name and Location**  **of Project** | **Description of How Your Project Compares in Performance or Cost** | **Cost of Project** |
|  |  |  |
|  |  |  |
|  |  |  |

**SECTION 6: Project Timeline/Schedule**

**6.1) How long will it take you to complete the project?** If longer than 2 years from date of grant agreement, please attach a project schedule as **Appendix C** showing key milestones and critical paths that can be used to monitor project progress.

**6.2) Please describe your technical preparations for your project.** This should include the technical guidance sources you anticipate using for your project, a summarization of your technical resources, as well as describing and documenting your technical plans.

**6.3) Contingencies.** How are you planning for contingencies?

**6.4) Life expectancy of project benefits.** Will the Project provide benefits for at least the life of the PRB Project license (through 2055)?

**Yes  No**

If NO, please explain below and include any estimates for life expectancy of Project.

**SECTION 7: Project Funding Sources and Budget**

**7.1) Have you also submitted an application for other funding sources for this project?**

**Yes**  **No**

If YES, explain the details of the funding requests, and whether the funds are secured or pending, using the table below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Cost-share (check all that apply and specify dollar amount)** | | | | | **Anticipated Funding Date** |
| **Agency/Organization (list)** | **Cash** | **In-Kind** | **Secured** | **Pending** | **Amount ($)** |  |
|  | **Yes** | **Yes** | **Yes** | **Yes** |  |  |
|  | **Yes** | **Yes** | **Yes** | **Yes** |  |  |
|  | **Yes** | **Yes** | **Yes** | **Yes** |  |  |
|  | **Yes** | **Yes** | **Yes** | **Yes** |  |  |

|  |  |
| --- | --- |
| **Total Project Cost:** |  |
| **Total Matching Funds:** |  |
| **% covered by Matching Funds to date:** |  |

|  |  |
| --- | --- |
| Please include the following documents on Official Organization Letterhead as **Appendix B** for each item above. | |
| ☐ | Letters of financial commitment or support |
| ☐ | Agreements, contracts, purchase orders, etc. |
| ☐ | E-mail verification of funds pending or secured |
| ☐ | Other: |

**7.2) Lamprey Research Fund Project Budget.** Itemize projected costs for each of the following expense categories that apply to your proposed project. See application instructions and additional team conditions for further guidance. Multi-year projects should have a breakdown of tasks and costs by year.

| **Expense Category** | **No. of Units** | **Unit Cost** | **Cost Share In-Kind** | **Requested Research Funds** | **Description (what will be purchased and who will provide it, if it is claimed as match.)** |
| --- | --- | --- | --- | --- | --- |
| **PROJECT Management (Payroll expenses)** | | | | | |
|  |  | **$** | **$** | **$** |  |
| **TRAVEL** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **CONTRACTED SERVICES (Work crews, establishing plants, equipment operation, etc.)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **SUPPLIES/MATERIALS (Seed, fencing, pipes, gravel, logs, plants, etc.)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **EQUIPMENT (See application instructions)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **PRE-IMPLEMENTATION (Design, permits, inspection ― see application instructions)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **PRB Fund Subtotal** | | |  | **$** |  |
| **Fiscal agent admin. (optional; see instructions)** | | | **$** | **$** |  |
| **Project monitoring or maintenance (optional; see instructions)** | | | **$** | **$** |  |
| **Monitoring/Evaluation Reporting (optional; see instructions)** | | | **$** | **$** |  |
| **Project Total** | | | **$** | **$** |  |

**SECTION 8: Monitoring and Evaluation Reporting Requirements**

**8.1) How will success be determined and what are the measurable desired outcomes from this project?**

**8.2) How will the project be monitored and evaluated?** Complete the monitoring and evaluation tables below (keep responses succinct).

|  |  |
| --- | --- |
| Type of Action (Monitoring, Evaluation) |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

|  |  |
| --- | --- |
| Type of Action (Monitoring, Evaluation) |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

|  |  |
| --- | --- |
| Type of Action (Monitoring, Evaluation) |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

**8.3) Reporting requirements.** Project sponsors will be required to submit annual progress reports to the Licensees. The reports will summarize work completed, monitoring, and expenditures during that project year and state current status of objectives as compared to project proposal. Within three months of project completion, a completion report must be submitted summarizing the project and expenditures including any refunds of unused money. Can you meet this expectation?

**Yes  No**

If Yes, sign below.

|  |  |
| --- | --- |
| Applicant Signature | Date |

**8.4) Who will be responsible for writing the Monitoring and Evaluation Reports?**

**Name:**  **Phone:**

**Address:**

**Email:**

**Section 9: Maintenance Plan**

**9.1) If necessary, how will the project be maintained?** Complete the tables below if project will require maintenance. Identify who is responsible for long term management, maintenance, and oversight of the project, i.e., who will ensure that the project stays in good repair, that equipment/materials will be used into the future, who will update or replace the equipment materials, etc.

|  |  |
| --- | --- |
| Type of  Maintenance Action |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

|  |  |
| --- | --- |
| Type of  Maintenance Action |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

|  |  |
| --- | --- |
| Type of  Maintenance Action |  |
| By Whom? |  |
| What will be done? |  |
| How? |  |
| How often?  # of times per year  # of years |  |

**Section 10: Potential benefits to ESA listed species**

**10.1) Will a species listed as Threatened or Endangered under the federal Endangered Species Act benefit from the proposed activity?**

**Yes  No**

**Explain:**

**SECTION 11: Permits and Authorizations**

**11.1) Have the required permits been obtained for the proposed project?**

**Yes  No  Not Required**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Permit Issuing Organization or Agency** | **Type of Permit** | **Permit In-Hand?** | **If yes, when was it secured?** | **If no, when is permit anticipated?** |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |
| Name of Organization | Click or tap here to enter text. | ☐ Yes  ☐ No | Click or tap here to enter text. | Click or tap here to enter text. |

**11.2) Is the Project required as a condition of a local, state, tribal, or federal permit, order, or enforcement action?**

**Yes  No**

**If YES, please explain below.**

**SECTION 12: Organizations, Groups or Volunteers Involved in Project**

**12.1) Community support.** Describe steps taken (or proposed) to gather community support for the proposed project and summarize any support and/or opposition to the proposed project. Are there any potentially political or controversial aspects to this project?

**12.2) Organizations, groups, or volunteers involved in project**. Identify all groups, volunteers, or agencies participating in the proposed Lamprey Research Fund Project and what they will do.

|  |  |
| --- | --- |
| **Name of Group/Organization** | **Level and Description of Involvement** |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |
| Name of Organization, Group or Volunteer |  |

**SECTION 13: Signatures, Attachment Checklist, and Submission Instructions**

We, the undersigned, attest that to the best of our knowledge the information contained in this application is true. We understand that the submitted application is a matter of public record. Also, should funding be awarded, 1) we understand that we may not incur any project expenses until all designated signatories have signed a Lamprey Fund grant agreement, and that 2) we will be required to provide proper accounting of project expenses, and that 3) we will be required to provide proper reporting of progress and research results once the Research Project is completed. By their signatures, the landowner(s) attest that they have no plans to sell their property as of the date of this application, and they agree to provide, upon prior request and at a mutually acceptable time, site access to the applicant or representatives of the Licensees for a period up to two years following Project completion to allow project work to be implemented, monitored, and maintained.

Applicant Name Printed Date

Applicant Signature

Landowner Name Printed Date

Landowner Signature

Fiscal Agent Name Printed Date

Fiscal Agent Signature

☐ **Appendix A components**:

• Site Plan showing project area boundaries

• Map title, legend, and true north arrow

• Latitude/longitude

• Property boundaries

• Color photographs of site

• Surface water bodies (including instream miles)

• Location of proposed and existing structures (if applicable)

• Proposed measurement locations (if applicable)

☐ **Appendix B components** (section 7.1)

• Letters of financial commitment or support

• Agreements, contracts, purchase orders, etc.

• E-mail verification of funds pending or secured

• Additional budget worksheets (if applicable)

☐ **Appendix C components**

• Project Schedule, including:

o Key Milestones

o Critical Path

☐ Agreement with fiscal agent

☐ Cooperative Agreement, if two or more landowners

|  |
| --- |
| **ATTACHMENT CHECKLIST**  **Project location map**  **Color photographs of site**  **Site drawings/diagrams (if applicable)**  **Agreement with Fiscal Agent**  **Schedule**  **Other materials**  **Documentation of secured matching funds**  **OPTIONAL AT APPLICATION STAGE**  **Cooperative agreement, if two or more landowners**  **Other Materials:**  **Other Materials:** |

**Submission Instructions:**

1. Complete, print, and sign the Pelton Round Butte Lamprey M&E Fund Application Form
2. Scan and email the completed and signed application to:

Nancy Doran - Portland General Electric

Pelton Round Butte Hydro Project

Nancy.doran@pgn.com

The Lamprey Research Fund will be active for a ten-year period or until all funds have be distributed (whichever is reached first). Funding of $1,500,000 will be available starting January 1, 2020 and the Licensees will distribute funds after review and upon award from the Lamprey Fund Advisory Committee.

Any person, or private or governmental entity, including the Licensees, may submit a project to the Licensees for Lamprey Research Fund funding. Proposed projects must be consistent with federal, state, local and tribal laws and policies in effect at the time of application.