  **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 Mitigation and Enhancement 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 (Figure 1), 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 PRB 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 Mitigation and Enhancement (M&E) 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 M&E Fund projects will mitigate for lack of reintroduction of Pacific lamprey to historic habitats upstream of the Pelton Round Butte project.

**SECTION 1: PROJECT INFORMATION**

**Name of Resource Project:**

**Lamprey M&E 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 Resource 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 Resource 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 Resource 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 Resource Project; for example, the NRCS agent who has worked with the landowner or applicant to develop the proposal. 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**

Provide the name of the landowner(s) on whose property the proposed Resource 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.

|  |  |  |
| --- | --- | --- |
| **3.1 Landowner(s):** | | |
| **Landowner Address:** | | **Zip:** |
| **Phone:** | **Email:** | |

|  |  |  |
| --- | --- | --- |
| **3.2 Landowner(s):** | | |
| **Landowner Address:** | | **Zip:** |
| **Phone:** | **Email:** | |

**SECTION 4: Project Information**

**4.1) Category of Proposed Project.** Type of project(s) proposed in this application (Choose at least ONE; see application instructions):

|  |  |
| --- | --- |
|  | **Barrier removal/passage improvement** |
|  | **Instream habitat modification and enhancement** |
|  | **Translocation of adults and/or juveniles to under-seeded or newly accessible habitat** |
|  | **Development of artificial propagation for rearing ammocoetes for release** |
|  | **Construction, installation, or testing of new passage technology if approved by Lamprey Fund Advisory Committee** |

**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 M&E 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), eligible projects for the Lamprey M&E 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.

**4.4) Describe the current watershed PROBLEM(s) you are seeking to address.** When describing the problem, please reference existing federal, state, Tribal, Licensee, or other formal large-scale land use evaluations and watershed analysis. Describe the need for the project and how the proposal relates to and supports broader landscape issues and larger initiatives.

**4.5) Describe the SOLUTION(s) you are proposing to use to address the problems identified above.** Please describe in detail the methods or approach that will be used to address the issues identified above to achieve the project objectives. Describe the primary goals or outcomes of the project, including elements not requesting Lamprey M&E funding. Attach a site map, project drawing, and/or photos if necessary. If the solution is based on any type of determination or action listed in a formal watershed assessment document, please provide a reference in this section.

**4.6) 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 5: Project Timeline/Schedule**

**5.1) 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.

**5.2) 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.

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

**5.4) 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 6: Project Funding Sources and Budget**

**6.1) Have you also submitted an application to 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: |

**6.2) Lamprey M&E 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 M&E 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.)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **EQUIPMENT (See application instructions)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** | **7** |
| **PRE-IMPLEMENTATION (Design, permits, inspection ― see application instructions)** | | | | | |
|  |  | **$** | **$** | **$** |  |
|  |  | **$** | **$** | **$** |  |
| **PRB Fund Subtotal** | | |  | **$** |  |
| **Fiscal agent admin. (optional; see instructions)** | | | **$** | **$** |  |
| **Monitoring/Eval. Rpt. (optional; see instructions)** | | | **$** | **$** |  |
| **Project Total** | | | **$** | **$** |  |

**SECTION 7: Monitoring and Evaluation Reporting Requirements**

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

**7.2) How will the project be monitored?** 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 |  |

**7.3) Reporting requirements.** Reporting requirements include providing an annual progress report including information on work completed, monitoring, expenditures and status of objectives. Can you meet this expectation?

**Yes  No**

If Yes, sign below.

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

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

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

**Address:**

**Email:**

**Section 8: Maintenance Plan (Passage and habitat projects)**

**8.1) 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 9: Potential benefits to ESA listed species**

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

**Yes  No**

**Explain:**

**SECTION 10: Permits and Authorizations**

**10.1) Have the required permits been obtained for the proposed Resource 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. |

**10.2) Is the Project required as a condition of a local, state, tribal, or federal permit, order, or enforcement action (e.g. manure storage and management project required by Oregon Department of Agriculture permit?):**

**Yes  No**

**If YES, please explain below.**

**SECTION 11: Organization, Groups, or Volunteers Involved in Project**

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

**11.2) Organizations, groups, or volunteers involved in project**. Identify all groups, volunteers, or agencies participating in the proposed Lamprey M&E 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 12: 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 M&E Fund grant agreement, and that 2) we will be required to provide proper accounting of project expenses, and necessary and normal maintenance to sustain the value of the Resource Project once it 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** (section 5.1):

• Project Schedule, including:

o Key Milestones

o Critical Path

☐ **Appendix B components** (section 6.1):

• 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** (if applicable):

• 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)

☐ 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 M&E Fund will include a total of $1,500,000 (in 2020 dollars). The Licensees will provide funding three times during the life of the license. $500,000 will be deposited in 2020, 2025, and 2030 (adjusted for 3% annual inflation from 2020). Any unspent funds remaining in the Lamprey M&E Fund will continue to accrue interest until the end of the license period (June 1, 2055) and will remain open for qualifying projects until no funds remain or until a new license is issued.

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