

Urban Streams Restoration Program

Guidelines and Proposal Solicitation Package



Department of Water Resources
Division of Multibenefit Initiatives
Statewide Restoration Initiatives Branch

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1. INTRODUCTION

The Urban Streams Restoration Program Guidelines (Guidelines) and Proposal Solicitation Package (PSP) establish eligibility requirements and the process used to solicit applications, evaluate proposals, and award funding for the stream restoration projects.

The Urban Streams Restoration Program (USRP), established by Water Code section 7048, declares that urban creek protection, restoration, and enhancement are best undertaken by local agencies and organizations with assistance from the State. The USRP funds projects and provides technical assistance to restore streams affected by urban development to a more natural state. The USRP goals include:

- (1) Protecting, enhancing, and restoring the aesthetic, recreational and natural ecological value of streams;
- (2) Preventing future property damage caused by flooding and bank erosion;
- (3) Promoting community involvement, education, and riverine stewardship.

A major objective of the USRP is to bring people together around projects that foster community relationships while ensuring the community's interests are incorporated into the project's planning, design, and outcomes. Local community-supported projects can support local economies, renew a community's understanding of the value of streams, and make streams a centerpiece for the community while expanding local contact with nature. The USRP objectives defined in the Water Code direct program staff to connect with communities and encourage community participation in project development and stewardship.

2 FUNDING

2.1 Funding Overview

The USRP receives funds from various sources. Each funding source has requirements as to what projects or activities may be funded as well as how the funds may be used. The California Department of Water Resources (DWR) will allocate available funding based on the requirements of each funding source and how those funds may best be used. Under no circumstances may an applicant or funding recipient request a different funding source be used for its proposal or project. The allocation of funds from a specific funding source to a specific proposal or project is within the sole discretion of DWR.

2.2 Funding Sources

Currently, the USRP has funding available from the following sources:

- The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024 (Proposition 4; Pub. Resources Code, § 90000 et seq.).

2.3 Implementation Grants

DWR funding applications under the USRP shall be awarded through a competitive process. These Guidelines apply to all applications submitted during a solicitation period, and such applications will be evaluated using the criteria presented in these Guidelines.

DWR will not revise the grant application package requirements during any period in which grant applications are being solicited. Sample grant application documents and templates can be found in Appendix A.

2.4 Technical Assistance

The USRP will consider requests for technical assistance based on the USRP's staff availability to provide [technical assistance](#).

Technical assistance is defined as a range of multidisciplinary services that are provided by USRP staff to support development of a project that meets the USRP's goals. Entities that have received technical assistance from the USRP will have greater priority for project implementation grants in future solicitations.

Examples of technical assistance activities include, but are not limited to:

Planning and Design: Project concept development; project design or design criteria including habitat design and plant selection; cost estimates; hydraulic modeling and project management.

Environmental and Scientific: Watershed science; environmental planning; permit preparation; coordination with local, State, and federal regulatory agencies; protected species surveys and monitoring; construction monitoring; environmental compliance; iterative performance assessment; data collection; and study design.

Long-term Management Planning: Development of long-term restoration management (monitoring and maintenance) planning and monitoring methods to include in long-term management plans.

Outreach: Education and capacity building in local communities, curriculum development, meeting facilitation, and educational development.

2.5 Direct Expenditures

In addition to soliciting competitive grant applications, DWR reserves the right to use any or all of funds for direct expenditures that fulfill the requirements and intent of the legislation and DWR priorities. Direct expenditures must address an interest of the State and the USRP and may be proposed and approved at any time by DWR. Direct expenditures must meet the USRP eligibility criteria.

3 USRP ELIGIBILITY AND FUNDING REQUIREMENTS

The following are general requirements to apply for and receive funding under the USRP.

3.1 Applicant Eligibility

Tribes, local public agencies, special districts, joint powers authorities, and certified nonprofit organizations (see definition Appendix B) are eligible applicants who can receive funding under the USRP as specified below. For-profit corporations, non-public entities, and individual landowners are not eligible. The eligible applicant serves as the project applicant, fiscal agent and project sponsor.

Local community groups, volunteer restoration groups or other informal organizations may participate in the program by forming a partnership with an eligible applicant. Community-based or volunteer groups that are not themselves eligible applicants may still lead on-the-ground work, planning, or stewardship activities if they partner with one of the eligible applicants listed above.

3.2 General Grant Requirements

All applicants that are awarded funding must comply with the State's general grant requirements. Before proceeding with the application process, applicants must consider their ability to comply with these requirements. For a complete list of the general terms and conditions and eligible and non-eligible activities and costs included in all DWR grant agreements, please refer to the Funding Agreement Template, the "Funding Agreement (Contract) Template," which is posted on the [USRP Grants](#) website and provides all of the details associated with contracting with the State, including a complete list of eligible project costs, procedures for disbursement of funds, and operation and maintenance requirements.

It is required that applicants review these terms to ensure acceptability before completing an application, since the terms will not be modified except under

extraordinary circumstances. If an applicant cannot abide by the general terms and conditions set forth in the Funding Agreement Template, DO NOT submit an application.

3.3 Eligible Costs

Only costs incurred within the term of the executed grant agreement will be eligible for reimbursement. Eligible costs incurred will only be paid in arrears (via reimbursement through invoicing), except as set forth in Appendix A11. Typical activities that may be funded are listed below:

- Project planning.
- Engineering and design.
- California Environmental Quality Act (CEQA) document preparation and compliance.
- Environmental permitting and compliance.
- Acquisition of a conservation easement or other title restriction.
- Acquisition of real property where stream and riparian habitat restoration will take place.
- Project implementation (includes construction).
- Grant administration.
- Project monitoring.
- Community education and outreach including but not limited to Title 1 school field trip transportation and curriculum development.
- Workforce training directly associated with the funded project.
- Compensation for Tribal members providing Traditional Ecological Knowledge (TEK) in support of project planning, design, implementation, monitoring, stewardship, or other eligible project activities. Expenses incidental to but directly related to the funded project.
- Long-term management plan development.

3.4 Indirect costs

The USRP may allow for indirect cost reimbursement for projects that are providing direct and meaningful benefits to disadvantaged or vulnerable communities and Tribes. The applicant must state the requested indirect cost rate in its full application and may only select one method for USRP consideration. Whichever of the four methods by which indirect costs may be reimbursed are at the sole discretion of the applicant. Food and beverages,

fundraising, lobbying and entertainment may not be included as indirect costs. Indirect costs are also called overhead. The methods and required documentation requirements are:

- At the rate set forth in the applicant's negotiated federal indirect cost rate pursuant to its negotiated cost rate agreement. The applicant must submit a copy of the rate agreement. The rate agreement must be current and effective at the time the application is submitted, and signed by both the applicant and the applicable federal agency.
- The federal de minimis indirect cost rate, which is up to 15%. The applicant may request a rate pursuant to this provision without submitting any information or documentation regarding indirect cost rates.
- At a rate negotiated by the applicant with another state agency within the last five years. The applicant must submit a copy of the rate agreement. The rate agreement should be current and effective at the time the application is submitted. If it is no longer in effect, the applicant will need to certify that the agreement submitted is the most recent version and state the reason(s) that the rate agreement is no longer in effect/was not renewed. The rate agreement, whether current or not, must be signed by both the applicant and the applicable State agency.
- At a rate proposed by the applicant. The applicant may submit an indirect cost rate proposal for consideration by DWR if it does not have an existing indirect cost rate agreement with any federal or state agency. Applicants requesting reimbursement for indirect costs must calculate their indirect cost rate by adding together all of its indirect costs and then calculating the indirect cost rate by dividing total allowable indirect costs by total allowable direct costs. All of the costs and grants/projects involved in this calculation must be documented. Documentation of this indirect cost rate must be maintained for the term of any funding agreement using the indirect cost rate (i.e., three years after final payment under the funding agreement). The applicant will need to submit a letter certifying: (1) the rate being requested; (2) that it was calculated using the method stated above and does not include any ineligible costs (e.g. food, beverages, fundraising, lobbying, or entertainment costs); (3) the records calculating the requested indirect cost rate shall be maintained for the term of any funding agreement executed with DWR. If an applicant is approved for indirect costs, the rate will be a separate line item in the funding agreement's budget and will be stated as a specific dollar amount. Any cost that is billed as a direct cost may NOT be included in indirect/overhead.

Any increases in funding will increase the indirect cost dollar amount at the same rate as the original award. Funds may not be "shifted" from other line items into the indirect costs line item of the budget. During the life of the

grant, the grantee's indirect cost rate will remain the same, regardless of any changes in a grantee's indirect cost rate agreement(s) with other entities or a change in the federal de minimis rate.

Any indirect costs incurred by a funding recipient's partners, contractors, subcontractors, consultants, etc. shall be deducted from the funding recipient's indirect cost allocation set forth in the funding agreement's budget line item for indirect costs. Any indirect costs incurred by a funding recipient's partners, contractors, subcontractors, consultants, etc. will NOT be considered direct costs for purposes of reimbursement under the funding agreement. Any such indirect costs will be rejected and not be considered eligible costs.

3.5 Ineligible Costs

Costs that are generally not eligible may include, but are not limited to, the following:

- Costs incurred outside the term of the grant agreement.
- Purchase of equipment that is not an integral part of the project.
- Establishing a reserve fund.
- Purchase of water supply.
- Replacement of existing funding sources for ongoing projects (e.g., other grant programs, bridge loans, etc.).
- Expenses incurred in preparation of a proposal/application for the USRP or any other program.
- Payment of principal or interest of existing indebtedness or any other interest payments.
- Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.
- Routine operation and maintenance costs.
- Monitoring and assessment costs for efforts required after project construction is complete, unless required and stated in the work plan.
- Costs associated with fundraising or lobbying efforts including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or to obtain contributions for the project or any

other effort.

- Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirements).
- Purchase of real property in excess of the minimum required acreage necessary to operate as an integral part of the project as set forth and detailed by engineering and feasibility studies; or, previously purchased real property.
- Construction of trails, paved surfaces, roads, bike paths, or similar infrastructure. While planning of conceptual design for the USRP funded grant, these features may be included only when they are immediately adjacent to the stream restoration.

3.6 Conflict of Interest and Confidentiality

Applicants will be subject to State and federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent Grant Agreement or contract being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411.

Applicants should note that by submitting an application they are waiving their rights to the confidentiality of that application. All proposals, as well as all project materials maintained by the State are subject to disclosure pursuant to the California Public Records Act (Gov. Code, § 7920.000 et seq.). All applications will be public documents.

3.7 CEQA Compliance and Tribal Consultation

All activities funded pursuant to the USRP must comply with the California Environmental Quality Act (CEQA) (Pub. Resources Code, § 21000 et seq.). Any work that is subject to CEQA and funded under a grant agreement shall not proceed until documents that satisfy the CEQA process are received by DWR and DWR has completed its CEQA compliance. Alternatively, the grantee shall notify DWR if they believe their activities will not be considered a project under CEQA or if their activities qualify for a CEQA exemption. DWR must ensure the adequacy of the CEQA documents or CEQA exemption before it can provide funding; therefore, early coordination between the lead agency and DWR during the preparation of the CEQA documents will help expedite DWR's review and approval process.

If CEQA compliance by the grantee or lead agency is not complete at the time a

funding agreement is executed by the parties, once DWR has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to the project or to not fund the project. Should the State decide to not fund the project, the funding agreement shall be terminated. Any work subject to CEQA that proceeds prior to DWR's review and approval process being completed will not be reimbursed and the amount will be reduced from the award amount.

DWR recognizes the need for consultation regarding projects that affect California tribal communities. As such, the lead agency is required to consult with federally recognized Tribes and non-federally recognized Native American Tribes listed on the California Tribal Consultation List maintained by the Native American Heritage Commission pursuant to the procedures set forth in Public Resources Code section 21080.3.1. That section requires the CEQA lead agency to consider project effects on Tribal cultural resources and to conduct consultation with California Native American Tribes.

3.8 Labor Compliance and Prevailing Wages Provisions

All grantees are bound by the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from any agreement with the State to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. For more information, please refer to DIR's Public Works Manual at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. Before submitting an application, applicants are urged to consult with their legal counsel regarding Labor Code compliance. DWR will not advise applicants on Labor Code compliance. The grantee will also affirm that it is aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance.

3.9 Competitive Bidding and Procurement

A grantee's contracts with other entities for the acquisition of goods, services, and construction of public works with funds provided by the State must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If a grantee does not have a written policy to award contracts through a competitive bidding or sole source process, then the Department of General Services' State Contracting Manual rules must be followed, and these are available at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>. Applicants with questions regarding competitive bidding requirements should be directed to their counsel. DWR will not advise applicants on competitive bidding requirements.

To the extent feasible, DWR encourages the use of services of local and minority owned businesses.

3.10 Signage or Acknowledgement of Credit

To the extent practicable, a project supported by funds from the USRP will include signage and other relevant forms of acknowledgement informing the public that the project received funds from DWR, and the specific source of bond funds. Specific verbiage will be included in the final grant agreement, depending on the funding source utilized.

3.11 Easements

The Grantee will prepare and execute a title restriction, conservation easement, or other legal instrument that adequately describes and protects the project improvements funded through the grant award for the subject property in perpetuity, as approved by the State. The easement or other title restriction must be in the first position, ahead of any recorded mortgage or lien on the property unless this requirement is waived by the State.

Where the Grantee acquires an easement under this Agreement, the Grantee agrees to monitor and enforce the terms of the easement, unless the easement is subsequently transferred to another land management or conservation organization or entity with State permission, at which time monitoring and enforcement responsibilities will transfer to the new easement owner. Failure to record a title restriction or easement acceptable to the State prior to Project construction may result in termination of the Agreement and require the repayment of all grant funds disbursed to be repaid to the State.

3.12 Monitoring and Maintenance Plan

All grantees will be required to submit a Monitoring and Maintenance Plan (Plan) that reflects the realistic long-term monitoring and maintenance needs of the Project and should acknowledge recommended activities even if each will only be performed pending the availability of future funding for such purposes. The Plan will include project information, potential project performance risks, things to be monitored, methodology, the frequency and duration of monitoring and the sampling location for the monitoring activities and list all maintenance activities suited for the project. The Plan shall also address how the grantee or other responsible party shall access the project site if the site is not owned by the grantee or party responsible for implementing the Plan.

The grantee shall maintain and operate the project throughout its life, consistent with the purposes for which the grant was made. The grantee is responsible for all operations and maintenance costs of the facilities, structures, and

improvements; the Department of Water Resources is not liable for any costs of such maintenance, management, or operation.

The Plan must meet USRP's requirement to include public support for long-term management for a minimum 10-year timeframe.

3.13 Income Restrictions

Any capital asset acquired or constructed in any part with grant funds may not be used to generate income of any kind. This includes but is not limited to, revenue derived from leases, rentals or any other fee-based use of the asset. The grantee shall agree that any refunds, rebates, credits, or other amounts (including any interest) accruing to or received by the grantee pursuant to public funding shall be paid by the grantee to the State, to the extent that they are properly allocable to costs for which the grantee has been reimbursed by the State pursuant to a grant agreement.

3.14 Indemnification

As part of the funding agreement, the grantee shall indemnify and hold harmless the State, its officers, agents, and employees from any and all liability from any claims and damages (including inverse condemnation) arising from the planning, design, construction, repair, replacement, rehabilitation, maintenance, and operation of the project, and any breach of the funding agreement.

4 URBAN STREAMS RESTORATION PROGRAM

4.1 Program Priorities

The USRP will set aside a minimum of \$15 million to fund projects that provide direct and meaningful benefits to disadvantaged communities (DAC), severely disadvantaged communities (SDAC) or vulnerable populations (VP). Direct and meaningful benefits will be evaluated using the [Prop. 4 Benefits Assessment](#) document. DACs and SDACs can be identified using the [Climate Bond \(Prop 4\) Disadvantaged and Severely Disadvantaged Communities Map](#). Tribes are considered vulnerable populations and will be identified using the California Tribal Consultation List maintained by the Native American Heritage Commission (NAHC).

Highest priority will be given to projects that provide for climate resiliency through restoration actions in areas demonstrating the greatest climate hazard exposure and social vulnerability to flooding, as identified through the "Flood" hazard on the [Climate Vulnerability Map](#). Projects located near a DACs, SDACs or VPs may be considered to serve that community if they reduce downstream flooding impacts within a 5-mile radius, or if the applicant provides additional justification and supporting documentation.

The USRP has reserved a minimum of 35 percent of funding to both small and large projects. “Small projects” are defined as those with a total project cost (i.e., including funding match) of less than \$1 million. If an insufficient number of qualified projects are available to fully meet the allocation requirement, USRP may grant funds to any project that is otherwise qualified, in order to ensure that all available funds are used efficiently.

Priority will be given to:

- Projects with innovative green infrastructure and bioengineering solutions (using natural infrastructure or leveraging ecosystem services) that reduce flooding and erosion problems and utilize native plants.
- Projects that improve riverine habitat connectivity (aquatic or terrestrial), support biodiversity, and help wildlife adapt to climate impacts. When using the habitat mapping tool, applicants should focus on the riverine connectivity layers. If using the [Terrestrial Habitat Connectivity Mapping](#), be sure to turn on the “Potential Riparian Connections – CEHC” layer, which highlights areas along streams and rivers where riparian habitat can be restored or reconnected.
- Projects that used the direct input from the community and Tribes on project planning and design and direct outreach and education components to schools in underserved communities.
- Projects that consult and utilize the services of the California Conservation Corps (CCC).
- Multibenefit projects that address multiple needs such as increasing access to open space, green workforce development, water quality improvements, flood control and wildfire resilience.
- Projects that leverage private, federal, and local funding or produce the greatest public benefit.

4.2 Grant Eligibility

- The geographic scope of the USRP is statewide.
- Requires a partnership of two applicants (sponsor and co-sponsor): one Eligible Applicant listed under Section 3.1 of these Guidelines and a local community group. The USRP recognizes partnerships when there is a signed MOU between authorities representing the partners included in the application.
- Requires a public outreach and education component that is designed to encourage community participation in the planning process, public support for long-term management for a minimum 10-year timeframe and increase the public’s understanding of the project’s benefits to the environment and

the sustainability of California's water resources. These activities may include but are not limited to: community organizing, resource interpretation, multilingual translation, natural science, community education, and communication related to water, parks, climate change resiliency, and other outdoor pursuits.

- Eligible projects must be consistent with the goals of the USRP outlined in Water Code sections 7048-7049. Eligible project types include, but are not limited to:
 - Bank stabilization and revegetation.
 - Recontouring of channels to improve or reestablish floodplain function and localized flood protection.
 - Installation of bioswales or other green infrastructure prior to water reaching urban streams.
 - Removing of culverts or storm drains to stabilize channels to achieve flood control objectives and daylighting of streams.
 - Purchase of lands or structures on lands to allow for floodplain reconnection and floodwater detention or wetlands/tidal zone restoration.
 - Projects that organize volunteers for local community groups to clear trash and perform revegetation, erosion control and broader stream restoration and flood-mitigation work in conjunction with a larger stream restoration activity.
 - Projects designed to develop and implement stream restoration and/or flood plain/wildlife corridor restoration plans. Planning projects must contain an action component indicating that on-site work will be performed.
 - Projects designed to use bioengineering techniques to install plant materials, large woody debris, rock, biodegradable fabrics, mulch, fencing, irrigation or drainage systems necessary to control erosion, stabilize banks, improve channel capacity, and diversify habitats.
 - Projects designed to remove culverts or storm drains as needed to stabilize and restore channels while preserving or accomplishing flood control objectives.
 - Projects designed to carry out nonstructural flood control actions that contribute to the goal to protect, restore and enhance natural stream environments, including the acquisition of land, and the elevation, relocation and/or flood proofing of public or private structures in conjunction with restoration activities.
 - Stream restoration projects that provide education development

and field experience for students in watershed sciences.

- The USRP may also fund planning-only grants for projects that would serve disadvantaged or underserved communities once completed. Eligible planning grants may include any combination of the technical assistance activities listed on section 2.4, including project development activities that occur prior to the initiation of construction.

Non-eligible projects

- Exclusively educational or fish and wildlife enhancement projects (though projects that address flooding or erosion and include educational and habitat benefits are more competitive and eligible than a single purpose project).
- Lake or reservoir enhancements.
- Wetlands or marsh projects, except where restoration will reduce flooding or erosion or address sediment problems on an adjacent urban stream.
- Mitigation for other projects (though USRP can fund restoration activities which are above and beyond mitigation requirements at the same site if clearly distinguished from required mitigation work).
- Projects focused on flood reduction by hardscaping streams.

5 GRANT APPLICATION PROCESS

5.1 Applicant Assistance Workshops

USRP staff will conduct workshops to address questions and provide general assistance to applicants in preparing applications. The dates and locations of the workshops will be announced via USRP's listserv and on the USRP website at: <https://water.ca.gov/Work-With-Us/Grants-And-Loans/Urban-Streams>.

5.2 Online Concept Applications

All applicants must submit a concept application online. Section 6.3 includes a preview of the concept application form to help applicants prepare responses in advance. Program staff will evaluate the concept applications based on proposed project alignment with Program priorities, geographic distribution, eligible activities, and project readiness.

USRP staff will evaluate concept applications and request a full application from selected applicants. All application candidates may have a consultation session with staff to discuss reviewer comments prior to the full application deadline.

5.3 Application Package

DWR uses the Grants Review and Tracking System (*GRanTS*), a web-based tool for managing grant proposals and related documents, and all applications must be submitted online. The system can be accessed from the following link to the homepage: <http://www.water.ca.gov/grants/> . Any interested party or organization can register with *GRanTS* at any time. If an applicant has questions or problems with *GRanTS*, please call (888) 907-4267 or email GRanTSadmin@water.ca.gov.

Concepts must be submitted using the GRanTS tool.

If invited to complete a full application, the complete application will contain all the items on the following list, where applicable, or include reasons for each omitted item. Please refer to Appendix A for templates of some application submittal documents.

- General information on applicant(s) and project.
- Responses to application questions posed in section 6.3 of these Guidelines.
- Application attachments (all required):
 1. Resolutions from Lead Agencies and USRP partner agencies (a letter of intent is sufficient for the application)
 2. Environmental Information Form (Appendix A2)
 3. Project Scope of Work (Appendix A3)
 4. Project Schedule
 5. Project Budget
 6. Maps and Diagrams
 7. Photos of Project Site
 8. MOU between Sponsor and Co-Sponsor
 9. Project designs (At whatever stage they have been completed so far)
 10. Grantee Identification and Notice of Funding Requirement (Appendix A9)
 11. Private Property Owner Consent Letter (Appendix A6) (if applicable)
 12. Property Acquisition Cost Schedule (if applicable)
 13. Willing Seller Letter (if applicable)
 14. Land Tenure/Site Control Requirements and Property Data Sheet (if applicable)
 15. Letters of Support.

5.4 Program Schedule

The table below outlines the general schedule for this Program. Applicants are encouraged to check the <https://water.ca.gov/Work-With-Us/Grants-And-Loans/Urban-Streams> website for exact dates as they become available. Concepts will be accepted on a rolling basis and evaluated monthly. DWR will invite applicants to submit a full application and awards will be made on a quarterly basis through the solicitations until funds are committed.

Activity	Anticipated Schedule
DWR releases final Guidelines/PSP	September 2026
DWR begins accepting Concepts on a rolling basis	October 2026 and monthly thereafter; concepts closing date will be the last day of the month. Concepts will be reviewed monthly starting the 1 st of following month and monthly thereafter
DWR Invites Grantees to submit a full application	Starting January selected candidates that submitted concept applications will be invited to provide a full application and will be evaluated for potential award on the following award date. Full application closing dates will be the last Friday of the month: • Q1 – March 26, 2027 • Q2 – June 25, 2027 • Q3 – September 24, 2027 • Q4 – December 30, 2027 Award for a particular full application will be dependent on application submittal date.
DWR announces grant awards	Anticipated quarterly award dates as funding allows: • Q1 – September 10, 2027 • Q2 – December 10, 2027 • Q3 – March 17, 2028 • Q4 – June 16, 2028

The USRP Grant Review Team meets quarterly to review full applications. All successful full applications must be approved by the DWR Director.

6 REVIEW CRITERIA AND AWARD PROCESS

This section describes the process for project review, evaluation, and selection. The USRP's Grant Review Team (GRT), which consists of USRP staff and experts from other programs as needed, will review all timely submittals.

6.1 Acceptability and Completeness

A complete application is one that is submitted to GRanTS on time and contains all required attachments or reasons for any omissions. All applications that meet the eligibility requirements and are considered complete will be evaluated further for funding. During the evaluation period, GRT staff may deem a project ineligible if there are conflicts with existing federal, State, or local laws, rulings, ordinances, or regulations. The GRT may ask the applicant to provide clarification of existing information to better evaluate the merits of the project.

6.2 Concept Review Criteria

The GRT will evaluate each concept submitted directly to the GRanTS, based on their responses to the following questions and supporting documents such as photos, to ensure the concepts reflect and support USRP Priorities. Describe the project location. Include the physical address if applicable, on site and adjacent land uses, and the distance to the nearest town or city.

- Project Description:
 - Why is this project needed, summarize the current flooding or erosion problem and the impacts to the community? What are the project goals? What are the anticipated climate resiliency and stream restoration outcomes of the project?
 - How much funding is being requested? What are the specific components and activities to be funded by this grant?
 - How does this project support the USRP solicitation priorities?
 - How does this project support the socio-economic inequities in the Project area?
 - How were climate change goals or priorities considered in the planning of your Project?
 - How does this project support climate change resiliency in the Project area?
 - What is the status of CEQA? If complete, please provide link to CEQA Net filing.
 - What is the proposed project schedule?
 - What direct and meaningful benefits will the project provide to disadvantaged communities or vulnerable populations?
- Project Type: Planning-Only, Planning and Implementation, or Implementation-Only?

6.3 Full Application Review Criteria

The GRT will evaluate each grant application based on the following criteria, which reflect and support the USRP priorities. The application must score a minimum of 90 points to be considered for funding. The scope of work will be evaluated to ensure programmatic priorities are met.

Criteria	USRP
1. Project Purpose and Strategic Fit	13
2. Organizational Capacity and Project Sustainability	23
3. Project Readiness	20
4. Project Characteristics and Benefits	37
5. Community Collaboration and Flood Control	33
Total Points Possible	126

The GRT will evaluate applications based on their responses to the following questions (responses will be submitted directly to the GRanTS website):

Part 1. *Project Purpose and Strategic Fit*

Q1. Did you successfully complete the concept proposal? Date on which DWR invited you to submit a full application.

Q2. Describe the current hydrologic conditions including the type of stream (perennial, intermittent, ephemeral), channel configuration (natural, channelized, culverted, etc.), and factors affecting stream/river function such as watershed development, land use changes, dams, or other artificial constrictions.

Q3. Discuss the compelling need for the project (e.g., critical habitat degradation, bank failure, water quality issue, etc.) and if the project provides an innovative non-structural approach to restoration or flood management.

Q4. How is this project consistent with the policies and guidelines established by the Water Resilience Portfolio, California's Water Supply Strategy, the Central Valley Flood Protection Plan and the Sustainable Groundwater Management Act?

Q5. Indicate that you read, understand and agree with the Grant Standard Terms and Conditions.

Q6. Indicate if you are seeking reimbursement of indirect costs and what method you are using for reimbursement.

Part 2. *Organizational Capacity and Project Longevity*

Q1. Who is the applicant? Describe the applicant's experience in completing this type of project or similar projects within the allotted timeframe and budget. What expertise does the applicant provide for the project or for building capacity within the community?

Q2. Who owns the property at the project site? Please provide parcel numbers for each. If the property is not owned by the applicant, has the landowner submitted a letter giving permission for the applicant to complete work on the property and willingness to record an easement or title restriction? Provide the easement or deed restriction for the improvements on the project site if already obtained? Not applicable to planning only projects.

Q3. Describe the longevity and durability of the project's environmental benefits. What aspects of your project will ensure its sustainability in the long term? (e.g., bioengineering, specific BMPs, adaptive management, etc.) How will you measure the project's success?

Part 3. *Project Readiness*

Q1. Are any of the applicants urban or agricultural water suppliers? If so, has the water supplier submitted an Urban Water Management Plan (UWMP) or Agricultural Water Management Plan (AWMP) to DWR? Has the plan been verified as complete by DWR? If not, explain and provide the anticipated date for having a complete UWMP and/or AWMP. If none of the applicants are urban or agricultural water suppliers, put "N/A."

Q2. What is the current state of the planning process for the project? Are there any technical studies that will need to be completed prior to project implementation? Discuss the CEQA, NEPA, and other environmental permits obtained and still needed for project implementation. Provide CEQA documents, permits and design plans as attachments.

Q3. Discuss all funding sources for this project including local match, in-kind services, secured funds, and any other potential but unsecured funds. What are the consequences if the project is not funded or receives partial funding from DWR? If the project was partially funded, which components are the highest priority and can certain components be implemented as "stand alone" phases?

Part 4. *Additional Project Characteristics and Benefits*

Q1. What benefits will the project provide for the physical and natural environment? Who will the project benefit? How are anticipated benefits creating meaningful and direct benefits to DAC(s), SDAC(s) or vulnerable population(s)?

Q2. What are the education and outreach objectives? How will they support the project's goals? How will these objectives be carried out?

Q3. What are the climate vulnerabilities in the project area and how have they been incorporated into the proposed project objectives? Summarize the results if modeling tools were used to identify climate vulnerabilities. If no modeling was done, utilize data from [Cal-Adapt](#) to identify climate vulnerabilities. How will the identified vulnerabilities inform planning and design documents to enhance and promote resilience?

Q4. Will the project utilize the California Conservation Corps or certified community conservation corps? And if so, how? (Must submit Corps Consultation Review Documents)

Part 5. Community Collaboration and Flood Control

Q1. How does the project incorporate local agency and citizen group participation in planning, design, or implementation? Outline your strategy for consulting with CA Tribes who may have cultural, historical, or environmental interests in the project area. How will Tribal knowledge and priorities be incorporated into the project design and implementation?

Q2. How does this project ensure community access, address the community's needs (e.g., open green spaces, safe transportation corridors, compensation of (S)DAC(s) or vulnerable population(s) for their time and expertise, agreements in place for project stewardship/long term maintenance, etc.), and encourage community participation in its long-term care?

Q3. How will the project restore the environment outside of flooding and erosion control? Describe benefits the project will provide for habitat creation/enhancement, listed species, and other riparian species.

6.4 Funding and Awards

The USRP will post a draft award list of projects selected for funding on the USRP website (<https://water.ca.gov/Work-With-Us/Grants-And-Loans/Urban-Streams>) for a 15-day comment period after Deputy Director approval. DWR will prepare a summary of comments received during the public comment period and will post it on the USRP website. After consideration of the results of the public comments, DWR staff will make recommendations for final funding awards and request DWR Director approval. The Director may further modify the final content and priority order of the list and the amount of funding for each project. The final list of awarded projects will be posted on the USRP website, and notices will be sent to all funded and non-funded applicants.

7 GRANT APPLICATION PROCESS

This section describes the process that will occur once a project has been selected for funding. This includes developing and signing a funding agreement.

7.1 Agreement Execution

Before DWR enters into a funding agreement, the awardee will submit a detailed scope of work (Appendix A3) (based on the information provided for project evaluation) including a proposed scope of work, list of deliverables, budget, and project schedule satisfactory to DWR.

The funding agreement will not be processed and executed until a detailed final work plan and associated documents are approved by the USRP. To assist the awardee in developing the detailed final work plan, DWR may talk to or meet with the awardee as needed. Awardees shall provide detailed cost estimates and quantities, billable hours, a revised timeframe with required completion durations, and other information as needed. Cost estimates shall include separate step funding with subtask amounts.

If a DWR-approved agreement is not executed within six months of the date the grant is awarded, the grant award may be withdrawn. **It is highly recommended that applicants review DWR's general terms and conditions to ensure acceptability before completing an application, since the terms will not be modified except under extraordinary circumstances.** These can be found online at the following link: <https://water.ca.gov/Work-With-Us/Grants-And-Loans/Urban-Streams>.

7.2 Invoicing and Payments

Except as permitted by statute and as set forth in Appendix A11 of these Guidelines, any funding agreement that disburses funds from any State funding source must do so in arrears, meaning on a reimbursement basis. The grantee will provide reimbursement invoices to DWR for work completed within an invoicing period. DWR will retain ten percent of each disbursement to ensure completion of the project. The retention will be paid upon submittal of all grant agreement deliverables, including the final project completion report by the grantee, and approval by DWR.

Although grant funds will be disbursed as provided in the agreement to reimburse costs incurred by the grantee, costs will not be reimbursed or paid until all the following conditions are met:

- An agreement is fully executed.
- For project activities that could affect the environment, the grantee complies with all applicable requirements of CEQA and other

environmental laws, submits copies of environmental documents to DWR and receives environmental clearance from the DWR Grant Manager.

- Tasks requiring permits are not eligible for reimbursement until DWR has received and reviewed the applicable permit.

State funds will be paid to grantees generally on a quarterly basis, but in no event more often than monthly, at DWR's discretion, after submittal and approval of invoices and progress reports. USRP staff will attempt to process payments within 15 days of receipt of complete invoices, which includes progress reports and all supporting documentation.

7.3 Reporting

Each quarter, and as a prerequisite to payment of each invoice, the grantee will be required to submit a progress report in sufficient detail to substantiate reimbursable expenses. The report will be a key item in evaluating requests for reimbursement, and as such, a reimbursement request must coincide with a report submittal. Progress reports will include the following:

- Records of expenditures.
- Description of project activities and task completions since the previous report.
- Associated deliverables completed within the quarter per schedule.
- Status of progress relative to the project schedule.
- Key issues that must be resolved.
- Upcoming events, meetings, and milestones expected for the next quarter.

Progress reports will be submitted quarterly based on the calendar year. DWR will monitor progress and may suspend all payments or take other legal actions if it appears the grantee is in breach of the agreement to such an extent that ultimate achievement of project objectives may be significantly compromised. If actions are taken, the grantee will be given at least 10 days to correct the breach or DWR may terminate the funding agreement and exercise its right to require repayment of grants funds disbursed.

7.4 Amendments

Agreements may be amended at any time by mutual agreement of the Parties. Requests by the funding recipient for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 90 days prior to the work completion date. Any other request for an amendment must be submitted at least 180 days prior to the work completion date. The State shall have no obligation to agree to an

amendment. Minor changes to the scope of work may not necessitate an amendment and will be decided on a case-by-case basis.

Amendments are required for the following circumstances:

- Change in schedule (e.g., time extension).
- Substantial change in scope of work.
- Change in total budget or transfer of funds between tasks that exceed 20 percent of the DWR-approved budget for either task (less than 20 percent does not require a formal amendment but does require DWR's written approval).
- Change to any of the agreement provisions.
- Change in parties or name of parties to the agreement.

7.5 Project Closeout

The grantee shall submit a Project Completion Report within ninety (90) calendar days of completion of all tasks associated with the project. The report shall include a description of work done, a description of expenditures, a final schedule showing actual work completed versus planned work, copies of any final documents or reports generated or utilized during the project, a discussion of problems that occurred during the work and how the problems were resolved, and photo documentation of the entire project including before/after photos from consistent monitoring points.

DWR will notify the sponsor that the project is complete and will release any remaining retained funds when the following criteria are satisfied:

- The work is completed to the satisfaction of DWR following a final site visit.
- DWR has approved all products and deliverables required by the project and agreement as provided by the grantee.
- The grantee has provided, and DWR has approved, a Project Completion Report as described above.

7.6 Audits and Record Keeping

All grantee records and documents pertaining to the grant will be maintained by the grantee until three years after the final payment of grant funds is made. All grantee records and documents pertinent to the grant, as well as the project will be available for inspection and audit by DWR or other State representatives during normal business hours while the project is active, and for three years after final payment of grant funds.

7.7 Urban Stream Restoration Program Contact Information

USRPinfo@water.ca.gov

Amy Bailey
Program Manager
Riverine Stewardship Program
715 P Street
Sacramento, CA 95814
Amy.Bailey@water.ca.gov

Esther Tracy
Lead for the USRP
Riverine Stewardship Program
715 P Street
Sacramento, CA 95814
Esther.Tracy@water.ca.gov

GRanTS Administrator: GRanTSadmin@water.ca.gov

APPENDIX A – SAMPLE DOCUMENTS AND FORMS TEMPLATES AND RESOURCES FOR PROJECT PROPOSALS (ATTACHED)

- A1. Example Authorized Resolution Template
- A2. Environmental Information Form
- A3. Project Scope of Work Template *
- A4. Example Project Schedule
- A5. Example Project Budget
- A6. Private Property Owner Consent Letter (if applicable)
- A7. Example Property Acquisition Cost Schedule (if applicable)
- A8. Example Willing Seller Letter Template (if applicable)
- A9. Grantee Identification and Notice of Funding Requirements
- A10. Land Tenure/Site Control Requirements and Property Data Sheet
- A11. Advance Payment Procedures

A1. Example Authorized Resolution Template

RESOLUTION NO. [xxxx]

A RESOLUTION OF THE [GOVERNING BODY] OF THE [AGENCY NAME]
AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION
FOR THE [PROJECT TITLE]

WHEREAS, [Agency Name] proposes to implement [Project Title];

WHEREAS, [Agency Name] has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, [Agency Name] intends to apply for grant funding from the California Department of Water Resources for the [Project Title];

WHEREAS, if [Agency Name] is awarded grant funding for the [Project Title], the [Agency Name] intends to execute a funding agreement with the California Department of Water Resources and shall comply with all of the terms and conditions contained therein;

THEREFORE, BE IT RESOLVED by the [Governing Body] of the [Agency Name] as follows:

1. That pursuant and subject to all of the terms and provisions of the Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024 (Pub. Resources Code, § 90000 et seq.), the [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions as necessary or appropriate to obtain grant funding.
2. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION I hereby certify that the foregoing Resolution was duly and regularly adopted by the [Governing Body Name] of the [agency name] at the meeting held on [date], motion by [member name] and seconded by [member name], motion passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

[Printed Name]

[Title], [Governing Body]

Attest:

[Secretary/Clerk]

A2. Environmental Information Form

Grantees are responsible for complying with all applicable laws and regulations for their projects, including the California Environmental Quality Act (CEQA). Work that is subject to CEQA shall not proceed under this Agreement until documents that satisfy the CEQA process are received and approved by the Department of Water Resources (DWR).

Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. Once CEQA documentation has been completed, DWR will consider the environmental documents and decide whether to continue to fund the project or to require changes, alterations, or other mitigation.

Grant Recipient: _____

Project Manager: _____

Phone Number: _____

Address: _____

1. Is this project exempt from CEQA compliance? Yes ☐ No ☐ (if no – skip to #2)

If “yes,” provide reasons for exemption. Cite the CEQA Article, Section and Title of the CEQA exemption, if appropriate.

[CEQA statutory exemptions](#): Title 14. Natural Resources; Division 6. Resources Agency; Chapter 3. Guidelines for Implementation of CEQA; Article 18. Statutory Exemptions

[CEQA categorical exemptions](#): Title 14. Natural Resources; Division 6. Resources Agency; Chapter 3. Guidelines for Implementation of CEQA; Article 19. Categorical Exemptions

Check appropriate box below:

☐ Lead Agency has already filed a Notice of Exemption (NOE) with the State Clearinghouse and/or County Clerk. (Attach copy of NOE and, if applicable, a copy of Board Resolution.)

☐ Lead Agency will file a NOE with the State Clearinghouse and/or County Clerk. Provide estimated date: _____

☐ Lead Agency will NOT file a NOE with the State Clearinghouse and/or County Clerk.

If Lead Agency chooses not to file a NOE, sufficient documentation and

information must be submitted to the Project Manager, along with this form, to allow DWR to make its own CEQA findings.

2. If the project will require CEQA compliance, identify the Lead Agency.

CEQA Lead Agency: _____

3. Please check types of CEQA documents that have been or are to be prepared:

- ☐ Initial Study
- ☐ Negative Declaration / Mitigated Negative Declaration
- ☐ Environmental Impact Report
- ☐ Statement of Overriding Considerations
- ☐ Cutting the Green Tape Application

4. Please describe the status of the CEQA documents, expected date of completion, and estimated cost, if requesting DWR funds relating to CEQA compliance:

Status: _____

Date of Completion: _____

Estimated Costs: _____

5. If the CEQA document has been completed, please provide the name of the document and the State Clearinghouse number (SC) if available. Submit two copies to the Program Manager.

Name: _____ SC #: _____

6. Please list all environmental permits you must obtain to complete the project: (Attach additional pages as necessary)

Type of Permit Required

Permitting Agency

7. This form was completed by:

Print or Type Name _____ Phone Number: _____

Signature _____ Date: _____

- ☐ DWR received environmental documents.
- ☐ DWR made findings.

A3. Project Scope of Work Template

Instructions: The following format must be used to develop the Scope of Work. The items listed as task deliverables are the minimum requirements for all construction grants awarded through the Urban Streams Restoration Program. Please insert the corresponding information under each task in the template.

Project Description:

Provide a **short description of the project** that includes the following required elements:

1. Restoration Quantities

- State the number of linear feet of stream that will be restored.
- State the number of acres of riparian habitat and/or wetland habitat that will be restored.

2. Multibenefit Aspects

Briefly describe how the project provides multiple benefits, including:

- Estimated carbon sequestration and how it was calculated.
- Water quality improvements (e.g., reduced sediment, pollutant filtering, temperature benefits).
- Biodiversity protection for native species and habitats.
- Flood control enhancements such as improved floodplain function.
- New or improved recreational opportunities.
- Aquatic habitat connectivity improvements, if applicable.

Project Location:

Insert GPS coordinates of project location and map

Project Goals:

Tasks and Deliverables:

Task 1 - Project Administration and Management

Subtask 1A – Project Oversight and Administration

Subtask 1B – Quarterly Progress Reports and Final Report

Subtask 1C – Invoicing

Task 1 – Deliverables

- Quarterly progress reports
- Quarterly invoices
- Easement or other form of title restriction
- Access Easement/letter allowing DWR access to project site
- Boundary of the Project Location

- Digital copy of the grant acknowledgement sign
- Contractor agreements
- Final report

Task 2 – Planning, Design, and Permitting

Subtask 2A – Technical Studies, Surveys, and Assessments

Subtask 2B – Designs and Improvement Plan

The Grantee will prepare preliminary (30%) design documents, 60% design documents, 90% design documents, final (100%) design documents and Engineer's Estimate, and an Improvement Plan for DWR's review and approval.

Subtask 2C – Specifications and Estimates

Subtask 2D – Environmental Documentation and Permitting

The Grantee will prepare environmental documents that satisfy the CEQA process and permit applications. The Grantee is the Lead Agency, will coordinate with permitting agencies, and obtain all permits necessary to construct the Project. Environmental documentation and permits may include, but are not limited to:

- Complete CEQA Process
- Clean Water Act Section 404 Permit or Individual Permit – USACE
- Clean Water Act Section 401 Certification – RWQCB
- Lake and Stream Alteration Agreement – CDFW
- Coastal Zone Act 100-foot shoreline band – BCDC
- Section 106 Consultation – CSP
- Construction Stormwater General Permit – RWQCB
 - Stormwater Pollution Prevention Plan

Task 2 – Deliverables

- Technical Studies
- Preliminary (30%) design documents
- 60% design documents
- 90% design documents
- Final (100%) design documents
- Improvement Plan
- Final Design Specifications and Special Provisions
- Copies of permit applications (if requested)
- Documents that satisfy the CEQA process stamped and dated by the CA State Clearinghouse and/or County Clerk (notices, formal drafts, final documents, etc.), which the Grantee estimates to include the following:
 - Initial Study

- Final CEQA Determination
- Final NOP
- Tribal Consultation
- Notice of Completion
- Final NOD
- Copies of all permits
- Plant palette and propagation plan
- Conservation Easement or Deed Restriction (must be in place prior to construction)
- Draft Bid Package

Task 3 – Construction

Subtask 3A – Award Construction Contracts

Subtask 3B – Construction Management and Inspection

Subtask 3C – Construction

Subtask 3D – As-Built Report

Task 3 - Deliverables

- Construction Bid package
- Awarded construction contract
- Environmental monitoring reports
- Photos of the Project site before, during, and after construction at established photo points
- Photo of installed grant acknowledgment sign
- As-Built Report and Designs

Task 4 – Monitoring and Maintenance

Subtask 4A – Monitoring and Maintenance Plan

Note: All USRP Monitoring and Maintenance plans must include the community to build long-term project stewardship for a minimum of 10 years post construction.

Subtask 4B – Project Monitoring and Maintenance

- plant establishment period plan and implementation

Subtask 4C – Annual Monitoring Reports

Task 4 – Deliverables

- Draft Monitoring and Maintenance Plan (submit with 30%, 60%, and 90% design documents)
- Final Monitoring and Maintenance Plan (submit with 100% design documents)
- Annual Monitoring Reports

Task 5 – Community Engagement and Education

Subtask 5A – Community Engagement

Community engagement for project design such as design charettes and public meetings to provide input on 30% design. Inclusion in monitoring and maintenance of the project. Field trips/busses are eligible.

Subtask 5B – Interpretive Signage

Subtask 5C – Education Plan

- List the learning objectives

Subtask 5D – Implementation of Outreach and Education Plans

- List the number of creek cleanups, field trips,

Task 5 – Deliverables

- Education and outreach materials
- Community outreach plan
- Tribal coordination and engagement plan
- Summary of engagement activities in quarterly progress reports (include photos, number of participants and volunteers, and hours of service)
 - a. Digital copy of interpretive signs and photo of installed signs

A4. Example Project Schedule

Provide a project schedule based on the project task breakdown (preferably in a Microsoft Project or Excel Gantt chart). The schedule should display the number of calendar days needed to complete the project. Explicitly state the expected start and completion date of the project in this section. Below is an example.

Dark Green- Expected timeframe to complete task

Light Green- Task on schedule

Grey- Delay

Blank- No information

	2026				2027
Project Elements (Sample Only)	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st -4th Qtr
Project Administration					
Quarterly & Final Report Preparation					
Public Meetings and Notices					
Labor Compliance Program					
Pre-implementation: Designs, CEQA/Permitting, Bidding, etc.					
Finish final designs					
CEQA & Regulatory Compliance					
Contractor Bidding and Selection					
Site Preparation					
Conservation Easement/Deed Restriction					
Implementation/Construction					
List activities from the scope of work specific to implementation (i.e. boulder revetment, grading, planting, etc...)					
Post Construction Monitoring					
List activities from the monitoring plan specific to monitoring and maintenance (i.e., weeding, plant replacement, surveying, annual reporting, etc.)					

A5. Example Project Budget

Briefly discuss the estimated project cost and financial resources to be used in meeting those costs. Provide a table detailing all costs. The task and subtasks shown in the budget should match the scope of work and schedule.

Where possible, quantify the components of the project (e.g., labor, materials, etc.), the lateral and linear extent of restoration work, labor, materials, and equipment requirements. Indicate tasks to be funded by USRP and by other sources, as well as in-kind contributions. Below is an example.

Project Elements (SAMPLE ONLY)	Total Project Costs	USRP Grant	Local Contributions (Specify)	Other Funding Source(s) (Specify)
Project Administration and Management				
Planning, Design and Permitting				
Construction				
Monitoring & Maintenance				
Community Engagement and Education				
Indirect Cost (if applicable)				
GRAND TOTAL:				

Category listing should be detailed and customized to fit the project proposal. Each funding source, whether in-kind or cash should have its own column. Specify in-kind or cash in each column heading. The unit price multiplied by the quantity equals the Total Project Costs column. The USRP Grants and Other Funding Sources should also sum to the Total Project Costs column. LS = Lump Sum.

List all sources of project funding and their current status. Below is an example.

Source	Amount	Describe Status of Funds
DWR	\$939,000.00	This amount is requested and is contingent on award.
Local Agency	\$5,000.00	The county has reserved these funds for the project.
Federal Agency	\$0.00	No Federal Funds
Third Party	\$2,500.00	The third party has reserved these funds for the project.
Total	\$946,500.00	

A6. Private Property Owner Consent Letter (if applicable)

Date:

To: California Department of Water Resources
Division of Integrated Regional Water Management
Urban Streams Restoration Program

From: Name(s) of Legal Owner (Trust, etc.)
Address of Legal Owner(s)

Re: Property Name/Parcel Number:
County:
Property Address:

To Whom It May Concern:

This letter is provided to confirm that (name of owner, trust, etc.), owner of the above referenced property, is a willing participant in the proposed restoration project. Should grant funds be awarded to the grant applicant (name of grant applicant), then (name of owner, trust, etc.), is willing to allow the applicant (with reasonable notice), to access, implement, and when applicable, operate and maintain the proposed project. Owner is aware that a permanent easement will be required to be recorded on the property deed for improvements funded by the USRP grant.

Acknowledged:

Signature of ALL parties required to sign to allow access

Date Signed: _____

A7. Example Property Acquisition Cost Schedule (if applicable)

Project Name:	
----------------------	--

Indicate fee or easement:

Willing seller? Circle one Yes No

ACQUISITION BUDGET				
I. Land Value	DWR Share	Other Share	Other Share Description	Total Cost
Fair Market Value				
Improvements				
Other				
Subtotal				
II. Associated Costs	DWR Share	Other Share	Other Share Description	Total Cost
Preliminary Title Rpt.				
Appraisal				
Negotiations				
Escrow				
Surveying				
Site Assessment				
Other				
Subtotal				
III. Other Costs	DWR Share	Other Share	Other Share Description	Total Cost
Administration				

Contingency				
Subtotal				
Grand Total				

ACQUISITION SCHEDULE		
Description	Timeframe	Comments
Request appraisals		
Submit appraisal and title report for State approval		
Submit instruments of conveyance, escrow instructions, and purchase agreements for State approval		
Close of escrow and complete acquisition		

A8. Example Willing Seller Letter Template (if applicable)

Project Name

Property owner mailing info to be filled in by
grantee/applicant:

Name:

Address:

City and zip:

Property Address:

Assessor Parcel Number (APN):

Please check the appropriate paragraph below (filled out by resident):

- ☐ Subject to terms yet to be negotiated that are mutually acceptable to seller and buyer, I would be willing to sell the property and/or grant an easement restricting the use of the property listed above to the (grantee/applicant name) for fair market value in accordance with the Federal Land Acquisition rules.
- ☐ I am not willing to sell the property listed above to the (grantee/applicant name) for fair market value in accordance with the Federal Land Acquisition rules.

If you are willing to sell, please provide the following information:

Best time to contact you: _____

Telephone #: _____ Cell: _____

Email: _____

Signature of landowner (trustee, etc.)

Date signed

A9. Grantee Identification and Notice of Funding Requirements

Project Name:

Grantee/Sponsor Name and Mailing Address:

Circle one: Local Public Agency

Community Group

Grantee/Sponsor's Representative whose title is identified in resolution

Name:

Title:

Phone:

Email Address:

To the authorized representative filling out this application please carefully review, initial and sign this document to include to your Urban Streams Restoration Program Application.

_____ **Public Access.** I acknowledge that projects funded by these grant dollars require a reasonable and defined amount of public access to the properties being purchased or enhanced with these funds.

_____ **Permanent Deed Restriction.** I acknowledge that the properties acquired or enhanced by these grant dollars require permanent conservation and protection in the form of a deed restriction or conservation easement that will protect the restoration in perpetuity. The deed restriction or conservation easement must be obtained prior to construction.

_____ I certify that the information contained in this project application, including required attachments, is complete and accurate. I certify that I have the legal authority to submit the proposal on behalf of the sponsor, and the sponsor has the legal authority to enter into a contract with the State.

Signed:

Date:

Grantee/Sponsor's Project Manager – Person with day to day responsibility for project (if different from authorized representative)

Name:

Title:

Phone:

Email Address:

Co-Sponsor Name and Mailing Address:

Circle one: Local Public Agency

Community Group

Co-Sponsor's Representative whose title is identified in resolution

Name:

Title:

Phone:

Email Address:

I certify that the information contained in this project application, including required attachments, is complete and accurate. I certify that I have the legal authority to submit the proposal on behalf

of the co-sponsor, and the co-sponsor has the legal authority to enter into a contract with the State. I certify that I have read and understand the terms and conditions in the funding agreement template and that the sponsor is able to and will abide by said terms and conditions.

Signed:

Date:

Co-Sponsor's Project Manager – Person with day to day responsibility for project (if different from authorized representative)

Name:

Title:

Phone:

Email Address:

Fiscal Agent and Mailing Address

I certify that my agency will serve as Fiscal Representative for the Sponsor (No other certification implied)

Name:

Organization:

Signed:

Date:

A10. Land Tenure/Site Control Requirements and Property Data Sheet

DWR recognizes that specific activities may change over time; however, uses of the project property must remain compatible with the Program in accordance with the following requirements:

Projects That Include Acquisitions

The grantee or the grantee's successor in interest shall use the real property acquired with grant funds only for the purpose for which the grant was made and make no other use or sale or other disposition of the property without DWR's written permission. A document must be recorded against the real property that defines the State's interest in the property. The grantee shall not use any portion of the real property for mitigation (e.g., to compensate for adverse changes to the environment elsewhere) or as security for any debt without DWR's written permission. Any new debt incurred shall be on parity with or inferior to the State's interest in the real property.

Management and Maintenance – All Projects

Projects generally should be maintained for a minimum of twenty (20) years, although restoration projects and land uses may be required to exist in perpetuity. To facilitate project success, the grantee shall provide a mutually agreeable plan of long-term management and maintenance as part of their grant agreement. Specific terms and conditions appropriate to the scope of the project may be negotiated prior to grant execution.

With DWR's approval, the grantee or the grantee's successor in interest in the property may enter into an agreement with another party to maintain and operate the property in accordance with this program.

Working on Private Property

An applicant may propose a project that includes working on private properties; however, to be competitive the project must result in a larger community benefit (e.g., bank stabilization work on several private properties that contributes to downstream community flood reduction benefits) and not result in a direct, material benefit to the private landowner. If the project site is not owned by one of the project sponsors, the application package must include letter(s) from the property owner(s) stating support for the project, allowing access by the project sponsor(s) to implement the project, and willingness to manage the stream in accordance with the goals of the program (or to allow the project sponsor(s) to manage the stream with DWR's concurrence to ensure success of the project). As a condition of being awarded funding, the grantee shall be required to obtain easement(s) or other legal mechanisms to ensure that the project will be constructed and maintained, and that the project site may be accessed as deemed necessary by DWR. The legal mechanism must protect the environmental benefits provided by the project in perpetuity.

Property Data Sheet

Owner Name	Address of Property to be Acquired	Mailing Address of Owner	Email Address	APN	Acreage	Type of Property Interest to be Acquired (indicate one): Fee Simple, Easement or Other

Notes:

- A) If acquiring a conservation easement, describe the proposed restrictions and reservation for the easement and the funding mechanism available to support the plan.
- B) If applicable, describe other property interest to be acquired.

A11. Advance Payment Procedures

Advance payments under State funding agreements are prohibited unless authorized by statute. Below are the procedures by which an entity may apply for and receive advance pay of their award from DWR. Recipients of advance payment have a fiduciary responsibility to the people of the State.

Application Process

Upon approval of the final award, DWR shall notify the awardee in writing of its award and the opportunity to apply for advance payment. The Notice of Award shall include an advance payment form. The awardee shall have up to 90 calendar days from the date of the Notice of Award to return the form and provide all applicable backup documentation if advance payment is requested. If the awardee fails to return all completed forms and backup documentation within 90 calendar days, the awardee has forfeited the right to request advance payment for its award. If documents are incomplete or inadequate, DWR shall reach out as soon as it is aware of the issue to notify the awardee of the issue. Failure of the awardee to respond to DWR requests for clarification or further documentation shall result in a denial of the request for advance payment. DWR will notify the awardee within 90 calendar days of receipt of a complete advance payment request on its final decision. DWR's final decision is not appealable.

An awardee's application for advance pay must include its most recent financial documents that include sufficient detail to enable DWR to determine the financial and institutional capacity of the awardee, the details of the use of any authorized advance payment, and to determine the risk being taken by DWR on behalf of the taxpayers and/or bond holders providing the funds. Failure to provide adequate documentation shall result in the awardee being deemed ineligible for advance payment. To apply for advance payment, the awardee must:

- Submit a statement of need explaining its need for advance payment. The awardee must submit the most recent three years of verifiable documentation supporting its claim and demonstrating its need. These may include:
 - Most recent audited financial statements.
 - Revenue and cost statements.
 - Other financial statements, including bank statements or reports from an agency's treasury.
 - Tax returns (if applicable).
- Submit a statement explaining the awardee's ability to manage the approved project and its finances. The awardee must submit verifiable documentation supporting its claim. These may include:
 - Audit reports or other financial reviews completed within the last three years.
 - List of its other projects (current and past) including scope, duration, and funding partners.
 - Organization chart of employees responsible for approved project.
- Submit a detailed work plan, budget, and schedule showing how the advance

payment will be used. These will need to break down activities and corresponding expenditures on a quarterly basis.

- For habitat restoration projects, if not previously identified in the awardee's application, the awardee will need to list which threatened and/or endangered species under the federal Endangered Species Act (16 U.S.C. § 1531, et seq.) or California Endangered Species Act (Fish & G. Code, § 2050 et seq.), for which the project is providing habitat.
- For non-profit (private) awardees, demonstrate its good standing as a tax-exempt organization.
- For non-profit (private) awardees, submit verification that all advanced State funds provided shall be deposited into a separate federally insured bank account that either tracks interest earned, or is non-interest-bearing, as required by DWR.

Some of these documents (e.g., detailed work plan, budget, and schedule) may have been included in your initial application for funding. It is not necessary to resubmit these documents, but if there have been changes since the initial application, please document those changes when submitting your request for advance payment.

Approval Process

Once the DWR has received a complete application for advance payment, it shall inform the awardee within 90 calendar days of its decision. The final decision will be in writing and will either be a denial or approval of the request. This decision is not appealable.

If the awardee's request is denied, the awardee may request the reason(s) for denial from DWR. If the awardee's request is approved, the awardee will be notified of the amount approved and the conditions of approval. The maximum amount that may be awarded is 25% of the full award amount or the project's reasonable needs based on an immediate six-month planning period, whichever is the lesser amount. The project's immediate six-month need will be based on the awardee's submissions during the application process.

The notification shall also state the frequency of the accountability and progress reports to be submitted, the timeline by which advance payment funds are to be spent, and any other restrictions deemed necessary by DWR. Accountability report and progress report templates shall be provided to the awardee. The awardee must respond within fourteen calendar days accepting the terms of the advance payment; failure to notify DWR within fourteen calendar days shall be considered as the awardee's refusal to accept the advance payment terms, and the awardee shall no longer be eligible for advance payment. Note that, although advance payment has been authorized, no disbursement of funds can occur until a funding agreement incorporating the terms and conditions of the advance payment's use has been executed.

Use of Advance Payment

Advance payment funds may be used for any eligible project costs as set forth in your funding agreement and its work plan except for the purchase of real property or

interests in real property. Those expenses must use the existing State process whereby the real property purchase price (plus escrow fees) is deposited into a qualified escrow account after State review of DWR and/or Department of General Services-approved appraisals. The “purchase” only includes the amount deposited into a qualified escrow account or costs associated with obtaining financing. This does not include those items necessary and directly related to the due diligence for acquisition of real property or interests in real property (e.g., appraisals, environmental assessments, legal fees, surveys, recording fees, etc.); these may be paid for with advance payment funds.

During any period in which a funding recipient is using advance payment, it shall submit an accountability report and a progress report to its grant manager for review and approval. These reports must be submitted on the time schedule set forth in the funding agreement but shall be no less frequently than once per quarter (i.e., every three months). If a funding recipient is late in submitting any of its required reports, it is grounds for termination of its privilege to continue using advance payment on its existing project and any potential future projects that may receive funding from DWR. Accountability Report and Progress Report templates shall be provided to each funding recipient.

Accountability reports are intended to demonstrate the proper use of the State’s fiscal resources. Accountability reports must include:

- All supporting documentation of funds spent (e.g., receipts, invoices, etc.).
- Any updates to the project’s projected spending plan for the next three months, six months and for the remainder of the project’s implementation period.
- If applicable, a statement that the funds have been deposited and use of advance payment funds were withdrawn from a federally insured, non-interest-bearing account and is separate from other funding sources.
- If applicable, documentation of interest earned during the reporting period. Any interest earned shall be considered part of the funding award and shall be used towards the project.

Progress reports are intended to demonstrate the proper implementation of the project. Progress reports must include:

- Actions taken by the funding recipient on the project.
- A statement of milestones achieved, and problems encountered on the project.
- A statement of whether the project is on schedule.
- If the project is not on schedule, the reasons for the delay and proposed remedy(-ies), and an updated schedule.

Request for Further Advance Payments

Once the initial authorized advance payment has been spent by the funding recipient, further advance payments may be allowed. Further use of advance payments by a funding recipient may only be granted if there was prudent use of the initial advance payment, adherence to all corresponding requirements (e.g., timely submission of deliverables and reports), and compliance with all requirements in the funding agreement, and it is permitted by statute. Further advance payments may be requested in writing up to 90 days in advance of the anticipated exhaustion of the initial amount advanced. However, unless requested by DWR or if there has been a change in circumstances, no additional documentation need be submitted. Further advance payments shall only be permitted in the amount of a project's reasonable needs based on an immediate six-month planning period, or 25% of the full award amount, whichever is the lesser amount. However, under no circumstances may advance payments result in the reduction or elimination of the amount of required withholding (retention) or any required cost share amount. Any determination regarding further advance payment(s) must be made in writing.

Emergency Advance Payment Requests

During the course of implementing a project, a funding recipient may have an emergency arise that may significantly affect its cash flow or available capital. In this case, it may be possible to award a funding recipient and advance payment based on emergency needs. An "emergency" is a sudden, unexpected occurrence, beyond the control of the funding recipient. A funding recipient's mismanagement of its resources or lack of sufficient planning does not constitute an emergency. If a funding recipient has previously been denied a request for advance payment, it is not eligible to receive an emergency advance payment. A request for emergency advance payment is open to any funding recipient that has been previously awarded advance payment (whether it accepted it or not), and any funding recipients that did not apply for an advance when permitted to do so.

To make a request for an emergency advance payment, a funding recipient will need to provide a statement explaining the nature of the emergency and how that emergency necessitates the need for advance payment, along with supporting documentation. If the funding recipient has not previously applied for advance payment, all the documentation required for an initial application for advance payment must be submitted as well. Approval and use of an emergency advance payment is subject to the same requirements as listed above and while DWR shall endeavor to expedite an emergency request, there is no guarantee that funds can be disbursed more quickly than the usual State process.

Reduction of Withholding Amount

Funding agreements are required to have a minimum withholding amount of ten percent (10%) of the total award amount pending the satisfactory completion of the project and submission of all deliverables. (Gov. Code, § 10346; State Contract Manual, vol. 1, §

7.33.) This minimum amount is required unless there is statutory authority permitting a reduction or elimination of the withholding amount.

APPENDIX B – Definitions and Acronyms

Acquisition: Obtaining a fee interest or any other interest in real property from willing sellers, including easements, leases, water, water rights, or interest in water obtained for the purposes of instream flows and development rights.

Bioengineering: A technology that encourages scientists and practitioners to combine their knowledge and skills in the management of ecosystems with a common goal to maximize benefits to both the human and natural environment. It involves the use of horticultural and landscape planting techniques with living building materials, in conjunction with grading, earth moving and conventional soil stabilization structures, to produce a self-repairing, low-cost composite bank or channel. For a bioengineering project to be successful, engineers should highlight all potential benefits and ecosystem services by documenting the technical, ecological, economic, and social values.

Climate vulnerability: describes the degree to which natural, built, and human systems are at risk of exposure to climate change impacts.

Co-sponsor: A local agency involved in planning, flood control, or waterway management or an individual or citizens' group interested in floodplain management and stream restoration which, jointly with the sponsor, supports and actively participates in a project. There may be more than one co-sponsor for a single project. If the sponsor is a local public agency, at least one co-sponsor must be a citizens' group and vice versa.

Community access: engagement programs, technical assistance, or facilities that maximize safe and equitable physical admittance, especially for low-income communities, to natural or cultural resources, community education, or recreational amenities.

Community Conservation Corps: a nonprofit public benefit corporation that is certified by the California Conservation corps in accordance with the eligibility criteria established in PRC Section 14507.5.

Community Group: An organization of the public which has no official governmental status, including but not limited to clubs, societies, neighborhood organizations, advisory councils, and nonprofit local community conservation corps and other nonprofit organizations.

Conservation actions on private lands: projects with willing landowners that involve the adaptive flexible management or protection of natural resources in response to changing conditions and threats to habitat and wildlife. The actions may include the acquisition of conservation interests or fee interests in the land. These projects result in habitat conditions on private lands that, when managed dynamically over time, contribute to the long-term health and resiliency of vital ecosystems and enhance wildlife populations.

Daylighting: a process of improving streams or rivers by removing artificial

impediments which cover the waterway and restoring the channel to its natural condition.

Direct benefits: are those that provide tangible, measurable improvements specifically to the target population or community. This moves the evaluation from a high-level impact analysis to specific, on-the-ground outcomes.

Key components include:

- **Target population:** Projects must clearly identify the specific communities or populations that will receive benefits. This often uses demographic data, such as median household income, to define disadvantaged status.
- **Need identification:** The project must address a genuine and documented need within the target community, such as a lack of affordable housing near transit, poor drinking water quality, or high pollution levels.
- **Tangible and measurable results:** Assess and quantify the specific improvements delivered. For example, new park creation, access to cleaner transportation, or upgraded drinking water systems are tangible and can be measured.
- **Mitigation of harm:** Ensure the project does not cause harm or disproportionate burdens to the very communities it intends to help. This requires careful consideration of potential risks like displacement and active engagement with the community.

Direct Costs: costs that are directly tied to the implementation of the project to be funded and incurred during the project performance period specified in the grant agreement.

Disadvantaged community (DAC): a community with a median household income of less than 80 percent of the area average or less than 80 percent of the statewide median household income.

Eligible costs: expenses incurred by the grantee during the term of the agreement, which may be reimbursed by DWR.

Eligible entities: local public agencies, nonprofit organizations, federally recognized Indian Tribes, and state Indian Tribes listed on the Native American Heritage Commission's California Tribal Consultation List.

Endorse or Endorser: a group or individual who expresses written support for a grant application and may or may not have a commitment to actively participate.

Enhancement: the process of improving upon current conditions and may be used to describe a program that would result in a channel gaining desired features, while considering conditions for fish and wildlife. It is distinguishable from “restoration” in that it does not imply merely a return to natural conditions but may include the provision of

recreation or other features that were not part of the natural channel.

Flood mitigation measures: refers to several tasks, including: the selective removal of excess sediment or debris deposited during a flood event that is likely to deflect or restrict flows and increase flooding or erosion in the future; bioengineering projects to restore streambanks damaged during flood events; and revegetation efforts to improve the fluvial geomorphology and ecological functions of streams.

Grant Review Team (GRT): consists of staff from DWR's Riverine Stewardship Program and experts from other programs, departments, and agencies, as needed

Indirect costs: expenses that are incurred for a common or joint purpose benefiting more than one objective and are not readily assignable to the funded project (i.e., expenses that are not directly related to the funded project). Examples of indirect costs include but are not limited to: central service costs; general administration of the Grantee organization; non-project-specific accounting and personnel services performed within the Grantee's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-project-specific facilities; tuition and conference fees; and, generic overhead or markup. Food and beverages, fundraising, lobbying and entertainment may not be included as indirect costs.

Interpretation: includes a visitor-serving amenity that enhances the ability to understand and appreciate the significance and value of natural, historical, and cultural resources and that may utilize educational materials in multiple languages, digital information, and the expertise of a naturalist or other skilled specialist.

Local public agency: any political subdivision of the State of California, including but not limited to any county, city, city and county, district, or local community conservation corps agency.

Local Community Conservation Corps: a nonprofit public-benefit corporation formed or operating pursuant to Part 2 (commencing with Section 5110) of Division 2 of Title 1 of the Corporations Code, or an agency operated by a city, or city and county, which is certified by the California Conservation Corps under Section 14507.5 of the Public Resources Code. These organizations may also be referred to as local urban conservation corps or local conservation corps to avoid confusion with the California Conservation Corps.

Memorandum of Authorization/Memorandum of Understanding (MOA/MOU): a formal agreement between two or more parties that is not legally binding but carries a degree of seriousness and mutual respect.

Nonprofit organization: a nonprofit corporation qualified to do business in California and qualified under section 501(c)(3) of the Internal Revenue Code.

Nonstructural: refers to measures that solve flooding or erosion problems without

physically changing the dimensions of a waterway. This may include floodplain zoning, land acquisition, flood insurance, watershed management, debris removal, and floodproofing of existing structures by elevating or building a berm around them but does not include constructing storage reservoirs or lining channels.

Preservation: rehabilitation, stabilization, restoration, conservation, development, and reconstruction, or any combination of those activities.

Protection: those actions necessary to prevent harm or damage to persons, property, or natural, cultural, and historic resources, actions to improve access to public open-space areas, or actions to allow the continued use and enjoyment of property or natural, cultural, and historic resources, and includes site monitoring, acquisition, development, restoration, preservation, and interpretation.

Restore or Restoration: the improvement of physical structures or facilities and, in the case of natural systems and landscape features, includes, but is not limited to, projects for the control of erosion, storm water capture and storage or to otherwise reduce storm water pollution, the control and elimination of invasive species, the planting of native species, the removal of waste and debris, prescribed burning, fuel hazard reduction, fencing out threats to existing or restored natural resources, road elimination, improving instream, riparian, or managed wetland habitat conditions, and other plant and wildlife habitat improvement to increase the natural system value of the property or coastal or ocean resource. Restoration also includes activities described in Water Code section 79737(b).

Severely disadvantaged community (SDAC): a community with a median household income of less than 60 percent of the area average or less than 60 percent of the statewide median household income.

Sponsor: a local agency involved in planning, flood control or waterway management or an individual or citizens' group interested in floodplain management and stream restoration which is acting as the principal party making the grant application and which will have primary responsibility for executing the contract, submitting the invoices and receiving reimbursements.

Stable and Stabilize: refers to the state or process of bringing a channel to a condition of equilibrium in which the dimensions and gradient are appropriately matched to the watershed and the runoff of water and sediment, with the objective of having a self-maintaining system.

Stream clearance: removal of garbage, junk and excessive vegetation to allow for more effective geomorphic functioning of the stream, so that there is neither excessive deposition nor excessive erosion, while maintaining suitable vegetation and woody debris to provide aquatic and riparian habitat.

Technical assistance: a range of multidisciplinary services that are provided by Program staff to support and deliver program goals (see section 3.6 for more

information).

Tribe: a federally recognized Native American tribe or a non-federally recognized Native American tribe listed on the California Tribal Consultation List maintained by the Native American Heritage Commission.

Urban stream: a creek that crosses built-up residential, commercial, or industrial property, or which crosses land where development of residential, commercial, or industrial property is planned in the near future.

Vulnerable population (VP): A subgroup of population within a region or community that faces a disproportionately heightened risk or increased sensitivity to impacts of climate change and that lacks adequate resources to cope with, adapt to, or recover from such impacts. (Tribes are considered vulnerable populations).

Workforce training: education, certification or skills development activities that are specific to the funded projects needs – particularly in support of safe and effective construction practices, ongoing system operations, or future facility maintenance.