

## **Proposal Requirements for Payment in Lieu (PIL) Projects**

To apply for funds from the PIL wetland grant program, a project proposal is required. There is no application form. Applicants should use the list below to prepare the required information or may submit a copy of an application they are submitting to another agency for the same project (ie, an OWEB restoration grant application). If the latter method is chosen, the application must contain the information in the list below, including a DSL-specific budget.

### **Project proposals must contain the following information:**

1. Contact information for applicant.
2. Project location, including a location map and legal description (T, R, S and taxlot). The map should identify 4<sup>th</sup> and 5<sup>th</sup> order watersheds where the project is located.
3. Site ownership information and documentation that the property owner is willing to provide long-term protection of the wetland restoration, creation and enhancement areas. Include options to address long-term management and stewardship.
4. A brief description of the proposal including existing site conditions, basic strategy for restoration, creation and/or enhancement of wetlands and estimated acres of wetland restoration, creation and/or enhancement, for all phases of the project.
5. A description of the status of the project development and anticipated timeline for implementation. Include whether or not a formal wetland delineation and wetland functional assessment have been completed for the site. If completed, attach as appendices to the proposal.
6. A general site plan(s) that shows boundaries of existing wetlands and proposed boundaries of restoration, creation and/or enhancement areas.<sup>1</sup> Include HGM and Cowardin class and plant communities, if known.
7. A description of the anticipated net gains in wetland functions as a result of the work. Examples include flood storage and water supply, food web support, wildlife and fish habitat, rare and endangered species, water quality improvement, aesthetics, recreation and education.

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<sup>1</sup> Depending on the complexity of the site, an approved wetland delineation and functional assessment is not required at the proposal stage. However, enough information to support your estimates of restoration, creation and enhancement acreages and functional gains should be provided. Pre- and post-implementation wetland delineations and functional assessments will be required as part of the project and are eligible project costs.

8. A description of the capacity of the applicant and the project team to implement the project and conduct monitoring. Describe the qualifications and experience of staff, volunteers, partners and consultants.
9. A description of how the project complements an existing network of sites and adjacent land uses. Also include how the project addresses existing plans to improve watershed conditions or habitats.
10. A project budget, including estimates for pre-implementation planning, implementation, monitoring and grant accounting. Include amounts pledged by cost-share partners or in-kind contributions. (See *Budget Categories and Definitions for PIL Projects*.)

### **Evaluation process and subsequent information requirements**

Project proposals will be evaluated according to the *Criteria for Selection of PIL Projects* by DSL staff within 60 days. If the project is determined to be a likely candidate for funding, a more detailed PIL project plan will be requested according to the *PIL Project Plan Checklist*. The proposal and the PIL project plan will be forwarded to a project review team for evaluation. For more information about the evaluation process, see *Evaluation Process for PIL Projects*.

**Other helpful documents:** The following documents have been prepared to assist applicants in applying for PIL project funds.

*PIL Project Eligibility and Priorities*  
*Criteria for Selection of PIL Projects*  
*Evaluation Process for PIL Projects*  
*Budget Categories and Definitions for PIL Projects*  
*PIL Project Checklist*