

## ATTACHMENT 3. REQUIREMENTS FOR FUNDED PROPOSALS

Once a proposal is selected for funding, applicants will be expected to comply with the following additional requirements. These requirements should be budgeted into each proposal, as necessary. These requirements will be part of the project grant agreements.

### Work Commences Only When Funding Agreement Is Signed by Grantee Agency

The process of finalizing grant or cooperative agreements will begin as soon as projects are approved by the [California Bay Delta Authority](#) (Authority). Depending on the complexity of each project and the degree to which applicants have provided sufficient budget and task information in the proposal process, it may take considerable time (up to 10 months) to develop and finalize the grant or cooperative agreements for the successful proposals. Applicants should **not** commence work on their projects until a funding agreement is finalized by signature of the grantee and appropriate funding agency. Work performed prior to the signing of a funding agreement is done at the risk of the applicant and without expectation of reimbursement. A sample copy of a grant agreement and general terms and conditions is provided in [Attachment 6](#). (Note that some modifications may be made to the sample agreement and exhibits prior to awarding.)

### Proposal Complies with Applicable Laws and Regulations

All activities funded under this solicitation must be in compliance with all applicable state and federal laws and regulations, including the [National Environmental Policy Act](#) (NEPA), the [California Environmental Quality Act](#) (CEQA), and other environmental permitting requirements; funding is contingent upon compliance. Project compliance is the responsibility of the project proponent, and proposals may include in their budgets the funding necessary for compliance tasks. It typically requires 6 to 12 months to obtain permits for activities such as sampling for organisms that might include endangered species, so it is critical to begin the process for acquiring the needed permits well before the intended project start date. Permits must be issued to the applicant organization for work specific to the applicant's proposal. Permits transferred from other programs or projects are not acceptable under this PSP. Grant managers will be conducting audits of regulatory compliance during the period of performance and may freeze payments on invoices and/or require grant funds to be repaid if proponents have not met legal requirements.

All grant agreements funded with State bond funds are governed by California law. Applicants must be capable of entering into a grant agreement with the Authority to receive these State funds. In the event federal funds are available, the funds will be governed by a federal cooperative agreement with the U.S. Geological Survey.

Additional information on regulations and permits are available online at <http://calwater.ca.gov/CALFEDDocuments/GuideToRegulatoryCompliance.shtml>. Disclaimer: These publications should not be relied on for legal guidance; consultation with legal counsel may be required to address specific regulatory situations. The ultimate authorities on environmental compliance issues are the regulatory agencies and not the information provided in these guides.

It is the responsibility of the applicant to comply with all applicable laws and regulations for their projects, including the applicant's institutional requirements for selection of subcontractors (competitive process or sole source justification). The [Science Program](#) does not have the staff power to assist each

applicant with their particular needs; please use the appropriate office of your home institution for assistance.

## **Permission for Access**

Projects proposed on private property or that require access to private property owned by someone other than the applicant must obtain written permission from the property owner before starting any work. Projects conducted in the field for which specific locations have not been identified in the proposal will be required to describe access needs and obtain written permission for access shortly after notification of approval. Grant managers will be conducting audits during the period of performance and may freeze payments on invoices and/or require grant funds to be repaid if proponents have not met this requirement.

## **Project Presentations**

Successful applicants are required to give presentations (either oral or poster briefings) at the biennial [CALFED Science Conference](#) and may be asked to give other presentations by Science Program staff (e.g., at workshops and at project or program review meetings). The purposes of the presentations will be to present project status; discuss working hypotheses, project data, findings, and how projects are contributing to CALFED Bay-Delta Program (CALFED) goals; and to share information among all the funding recipients. Newsletter articles and other summary documents may also be requested for purposes of distributing information on project status.

## **Semiannual Project Reporting**

Successful applicants will be required to submit a project report every 6 months until the project is completed. These reports will serve as performance measures/project monitoring tools to determine the success of the project in relation to its objectives and its contribution to CALFED goals. The reports will include descriptive information such as activities performed during the period, findings, the percentage of each task completed, the deliverables produced, problems and delays encountered, and so on. Financial information should also be included with this report outlining 1) the financial status of the project (amount invoiced to the grantee agency and the amount invoiced to cost share partners) and 2) six month expenditure/invoice projections to enable funding availability for payment of invoices. The final report must include copies of any publications or reports produced.