



Playa Lakes Joint Venture Request for Capacity Grant Proposals for 2008

The Playa Lakes Joint Venture (PLJV) announces the availability of \$20,000 Capacity Grants (one per PLJV state)

PLJV's mission is to conserve playa lakes, other wetlands and associated landscapes through partnerships for the benefit of birds, other wildlife and people.

Purpose: *To increase capacity of PLJV partners to deliver bird habitat conservation projects in the PLJV region.* The Capacity Grant Program was initiated in 2002 to provide state-based organizations or partnerships additional resources to deliver habitat conservation projects that address PLJV priorities as stated in the Area Implementation Plans. The grants are intended to increase the ongoing capacity within states to develop and deliver habitat projects, rather than directly support habitat, research, and/or education/outreach projects. ***We believe that successful state capacity grants result in sustainable local conservation partnerships.*** These partnerships may be focus areas, habitat partnerships, or other coalitions wanting to do habitat conservation work. These promising conservation partnerships, once funded, work to strengthen their infrastructure and their ability to contribute to PLJV habitat objectives. Generally, it is rare that a short-term, narrowly-defined, non-partnership project develops the long-term project capacity desired by this program and we discourage their submission for this funding. Our intent is to support groups long enough to get them "on their feet" and then move on to other groups also needing help. Therefore Capacity Grants are "venture capital" in nature and are given to groups/organizations showing promise of being able implement habitat conservation projects in the long-term but need financial help to get started.

How to develop and submit a proposal: PLJV suggests a process where a state (via the Management Board representative) consults with partners in the state about the best way to use PLJV Capacity Grant funds. Once a decision is made, the potential recipient reads the deliverables below and sends one proposal on behalf of the state according to the guidelines to mike.carter@pljv.org. If you are unsure if your project matches the Capacity Grant guidelines, please feel free to call Mike (303-926-0777) or send a draft well before the deadline for a review.

Deadline: Proposals are due **December 1, 2007** for partnership work in 2008. Late proposals or those not meeting the guidelines will NOT be funded.

Notification: Applicants will be notified of funding decisions between December 15, 2007 and January 18, 2008 and can expect to receive checks early in 2008.

Deliverables (if the proposal is funded): Projects are to be completed by **November 1, 2008**. Basic reporting is required. Please carefully review these deliverables **before** submitting a proposal:

Written Capacity Project Updates must be submitted prior to each Management Board meeting until the project is completed. Updates and the final report are due **June 1** and **November 1, respectively**. Submit electronic updates (using the [PLJV Final Report Form](#)) to your state Management Board representative and to mike.carter@pljv.org. Upon completion of the project, send copies to your state contact and to the PLJV staff. ***Final project reports are due November 1 of the grant year in order for grantee organizations to be eligible for the next year's Capacity Grant.***

PLJV Capacity Grant Proposal Format

All proposals should use the headings below. We encourage short proposals (approximately 3-4 pages of text) using clear, concise language. Use of bulleted objectives, past accomplishments, timelines and activities, etc. is encouraged.

Application date: _____ **State:** _____

Project Title: _____

Is your state eligible by having submitted final reports for all previous years? _____ Yes _____ No

Project Status: _____ year of a _____ year project

Project and Final Report contact(s) (please list name, address, phone, fax and e-mail):

Project Justification and Need: Describe how the project/program meets the purpose for Capacity Grants by analyzing current strengths and weaknesses within the state for delivering appropriate habitat projects. If the project/program is multi-year please discuss why multi-year is desired, the progress made in previous years, and how additional Capacity Grant funding capitalizes on previous capacity grant accomplishments.

Project Objectives and Benefits: Provide clear, complete and measurable one-sentence project objectives arranged in logical sequence. Multi-year projects/programs should have objectives that show progress from previous years. It may be helpful to list accomplished objectives from previous years. How do these objectives address state strengths and weaknesses identified in above?

Project Activities and Schedule: Please describe briefly.

Project Location: Identify where this project will take place within the PLJV region.

Measuring Success: Provide appropriate and specific measurables that address your objectives. Please describe your methods to measure success.

Project Budget: List each partner's contribution (cash and in-kind separately). Please indicate portions which are currently available, promised or requested. Show proposed expenses by activity/type (e.g., salaries, travel, supplies). Explain any indirect/overhead costs and document with negotiated rates.