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| ***General Project/Program Information*** | | |
| ***Project Title:*** *(Character limit: 100)* | | |
| ***Project Abstract:*** *(Character limit: 1500) Briefly summarize the project or program, including the following information: activity name, description of activity (including whether the activity involves planning and/or implementation), anticipated environmental benefits, location, partners, and other information that might be needed to provide the reader with an overview of the activity. This section should be written for the general public so that it may be used verbatim for fact sheets and other public information documents.* | | |
| ***Category(ies):*** *Select one: Planning Only; Implementation Only; Planning and Implementation* | ***Project / Program Activity Type****: Select one: Project, Program* | ***Program:*** *If the activity type selected is “program”, select the appropriate program from the drop-down list. If the activity type selected is “project”, skip this field.* |
| ***Sponsor Agency:*** *Select the appropriate member agency submitting the Application (Pre-populated by User Account).* | ***Project Duration (in months):*** *Enter number of months the project/program is expected to take.* | |
| ***Is this a construction project:*** *Select “Yes”, if appropriate.* ***Note:*** *this box will need to be selected if you intend to include “Contingency” funding in your budget.* | ***Requested Funding Amount (in dollars):*** *Enter the total funding request amount for this application. Please also align this amount with the amount requested in GrantSolutions.* | |

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| ***Primary Eligible Activity*** |
| ***Primary Eligible Activity:*** *The RESTORE Act contains eleven categories of activities eligible for funding. For each project or program in a SEP, the State must identify one of the below eleven eligible activities as the primary purpose of the project or program. Please reference the* [*2016 State Expenditure Plan Guidelines*](https://www.restorethegulf.gov/sites/default/files/SEP-Guidelines__Approved-20160317.pdf) *for additional information.* |

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| ***Goals*** | |
| ***Project State Date:*** *MM/DD/YYY* | ***Project End Date:*** *MM/DD/YYY* |
| ***Primary Comprehensive Plan Goal: Applications*** *must identify the primary Comprehensive Plan Goal the activity will address. Please select* ***one (1)****. Note: Metrics and quantifiable measures of success need to be identified for each Comprehensive Plan goal associated with a project or program.* | ***Primary Comprehensive Plan Objective:*** *Applications must identify the primary Comprehensive Plan Objective the activity will address. Please select* ***one (1)****.* |
| ***Secondary Comprehensive Plan Goal(s):*** *One or more secondary goals may be identified, but is not required. Note: Metrics and quantifiable measures of success need to be identified for each Comprehensive Plan goal associated with a project or program (including any secondary goals).* | ***Secondary Comprehensive Plan Objective(s):*** *One or more secondary objectives may be identified, but is not required.* |
| ***Planning Framework Technique(s):***  *Select the Planning Framework Restoration Technique(s) that apply to the activity. Multiple techniques may be selected. Please reference* [*PIPER Metrics Table*](https://www.restorethegulf.gov/sites/default/files/PIPERMetrics_20200415.pdf) *and the* [*Planning Framework*](https://www.restorethegulf.gov/sites/default/files/508_PlanningFramework_Final_201908.pdf) *for additional information on Council restoration techniques.* | |

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| ***Location*** | | |
| ***Project Location(s):*** *(Character limit: 350)**Provide a short description of the location for the activity.* | | |
| ***HUC8 Watershed(s):*** *Use the drop-down menu to select all HUC8 Watersheds your activity involves.* | | |
| ***State(s):*** *Use the drop-down menu to select the state(s) in which your activity will take place.* | ***County/Parish(es):*** *Use the drop-down menu to select the county/parish(es) in which your activity will take place.* | ***Congressional District(s):*** *Use the drop-down menu to select the congressional district(s) in which your activity will take place.* |

***Project Narrative***

**Introduction and Overview:** (*Character Limit: 9500)**Provide an introduction and overview of the project or program including the following information:*

* *General description of the activity;*
* *How the activity addresses the primary Comprehensive Plan goals and objectives identified;*
* *How the activity advances the commitments set forth in the Council’s Comprehensive Plan;*
* *General description of anticipated environmental benefits;*
* *Environmental stressor(s) being addressed;*
* *Total cost (and amount of Council funding being requested, if different than the total cost);*
* *Timeline;*
* *Partners;*
* *Any other information that might be needed to provide the reader with a full understanding of the activity.*

**Methods:** (*Character Limit: 9500) Describe the methods to be used in the project or program, and the reasons that the methods were selected. For program applications with unidentified projects, also describe the decision criteria and other methods for project selection. All methods should be justified using best available science (provide citations); methods may also be justified by other reasons (e.g., cost-effectiveness, technical feasibility).*

**Milestones Summary**: *(Character Limit: 5000) Describe key milestones, compliance requirements, and work products that will occur under the project. Do not include specific references to dates or funding amounts associated with milestones."*

**Environmental Benefits:** *(Character Limit: 5000) In addition to the discussion of anticipated environmental benefits in the Introduction section, provide a more detailed description of anticipated environmental benefits here.*

**Metrics:***Identify metrics for evaluating project and program objectives, and describe how the project or program’s success will be evaluated over time. The metrics identified for evaluating project/program objectives should align with the Comprehensive Plan goal(s) that the project or program has identified, as well as any anticipated quantifiable environmental benefits. For each metric you will need to identify the following:*

Metric Name: *Select the appropriate metric name*

Baseline: *Enter the baseline numerical for this metric (e.g., 0)*

Current: *Enter the baseline numerical for this metric at the time of application (e.g., 0)*

Target: *Enter the estimated numerical target outcome for this metric (e.g., 250)*

Narrative:  *Describe how the metric identified will be used to evaluate the project or program’s success over time. The character limit is 1500, including spaces.*

Guidance for metrics selection, along with a list of metrics available for selection in PIPER are available in the [*ODP Guidelines*](https://restorethegulf.gov/files/observationaldataplanguidance)*.* Please reference this information when selecting metrics for applications. Please also reference the [PIPER Project and Program User Guides](https://restorethegulf.gov/grants-user-guides-and-templates) for additional instructions on entering metrics in PIPER.

**Risk:***(Character Limit: 9500) Using best available science, summarize risks and uncertainties associated with the activity, along with proposed measures to mitigate such risks and uncertainties. In general, risks and uncertainties should be considered in both the near- and long-term, and with respect to the anticipated lifespan of the project/program. This section may provide perspective on such risks and uncertainties relative to the potential benefits of the project or program. For example, a long-term risk to the project/program posed by sea level rise might be offset by the potential near- and mid-term environmental benefits of the activity. Conversely, a potential benefit of the project/program might be the mitigation of future risks associated with sea level rise, subsidence, and/or storms.*

**Collaboration:** *(Character Limit: 1000) As applicable, describe how collaboration was used to identify, develop, and/or refine the project/program. If applicable, the application should also include a description of the partnerships that will be used to advance the project/program.*

**Public Engagement, Outreach, and Education:** *(Character Limit: 2500) Applications should describe public engagement activities and stakeholder input that was or will be considered in the selection of activities.*

**Leveraging:** *Include a description of any resources that may be leveraged with this application. Information needed to complete this section:*

Funds: *Enter the amount of funds being leveraged*

Type: *Select one: Co-funding,* Adjoining, Builds on other work

Status: *Select one:* Proposed, Committed, Received

Source: *Indicate the name of the agency/organization providing the leveraging funds*

Source Type: *Select one: Other Federal (i.e. Other than RESTORE Council), State, Local Funder, Corporate/For Profit, Not for Profit, Other*

Description: *Provide a brief narrative for the leveraging funding you are including with your application.*

Please reference the [PIPER Project and Program User Guides](https://restorethegulf.gov/grants-user-guides-and-templates) for additional instructions on entering leveraging in PIPER

**Environmental Compliance:** *Provide an overview of the Environmental Compliance documentation that will be updated as part of this application. (Character Limit: 2500)* ***Note:*** *The Environmental Compliance checklist form located under the “Environmental” tab must be completed as well.*

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| ***Federally-Recognized Tribes:*** | |
| **Is this application submitted on behalf of a Federally-recognized tribe?:** *Use the drop-down menu to select yes or no.* | **Federally Recognized Tribes:** *If, “Yes”, use the drop-down menu to select all Federal Tribes associated with the activity. Multiple tribes may be selected.* |

***Bibliography:*** *Please list all literature cited in the application, and please provide the appropriate links where available. (No Character Limit)*

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| ***Environmental Compliance Checklist*** |
| **Environmental Compliance:***The Environmental Compliance Checklist is shown in Appendix A. The environmental compliance checklist provided in Appendix A summarizes the status of the application with respect to applicable environmental laws. All requests for Category 1 funding approval for implementation activities that could have environmental impacts must be accompanied by up-to-date documentation of compliance with NEPA, ESA, NHPA, MSA, and FWCA, as applicable. See Appendix A for instructions for uploading this documentation.* |

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| ***Uploads*** |
| **Main Uploads:**  -*Accepted Document Types include: DOC, DOCX, and PDF*  *-Observational Data Plan*  *-Data Management Plan*  *-Max Upload file size: 15 Mb (per file)*  *-(Max 5 Documents)* |
| **Maps, Figures, and Charts:**  *-Accepted Document Types include: JPEG and PNG*  *-Must provide a caption for each artifact uploaded*  *-Max Upload file size: 15 Mb (per file)*  *-(Max: 3 Maps, 4 Figures, 3 Charts)* |
| **Tables:**  *-Accepted Document Types include: DOC, DOCX, and PDF*  *-Tables should be combined into one (1) document*  *-Must include a caption description for each table*  *-Max Upload file size: 15 Mb (per file)*  *-(Max 1 Document)* |

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| ***GIS Information*** |
| **GIS Information:** *As part of the application, GIS data needs to be provided along with ISO metadata that describes the project location using either points, lines, or polygons. The downloadable GIS Template to upload is located* [*here*](https://restorethegulf.gov/apps/piper/web/Documents/RESTORE_GIS_Template.gdb.zip)*. Please contact RESTORE HelpDesk (*[*helpdesk@restorethegulf.gov*](file:///C:\Users\Kathryn.Keating\Desktop\helpdesk@restorethegulf.gov)*) with any questions regarding GIS information.* |

# **Appendix A: *Environmental Compliance Checklist***

*The environmental compliance checklist below will be completed electronically in PIPER. All requests for funding approval for implementation activities that could have environmental impacts must be accompanied by up-to-date documentation of compliance with NEPA, ESA, NHPA, MSA, and FWCA, as applicable. For each law listed on this page:**Indicate whether the requirement has been addressed (or if it is not applicable to your activity). In PIPER you will use the “Upload” button to add a file with up-to-date documentation of compliance with NEPA, ESA, NHPA, MSA, and FWCA, as applicable. If “Yes” or “No” was selected for a law, a note is required in the text box to further explain your compliance (or lack thereof) and documentation. After uploading documentation, you may add any additional notes below each law.*

Please reference the [PIPER Project and Program User Guides](https://restorethegulf.gov/grants-user-guides-and-templates) for additional instructions on entering Environmental Compliance documentation in PIPER.

***Planning, Environmental Education and Outreach:*** *For Council-Selected Restoration Component activities that involve only planning, outreach and/or environmental education (with no approval of implementation funding), the sponsor should check “Yes” for the National Environmental Policy Act and write “Council NEPA Categorical Exclusion” in the notes section. The sponsor should check “N/A” for the other laws listed below . While these laws may apply at the implementation phase of the activity, they generally do not apply to planning, education or outreach phase, with limited exceptions. There may be instances where a component of a planning activity does trigger one or more laws. For example, geotechnical sampling in wetlands (performed to guide engineering and design) could require authorization under Clean Water Act Section 404. If your planning activity may involve geotechnical sampling in wetlands, please indicate whether that law has been addressed.*

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| **Environmental Requirement** | **Has the Requirement Been Addressed?** | **Compliance Notes and documentation uploads (e.g., title and date of document, permit number, weblink etc.)[[1]](#footnote-1)** |
| National Environmental Policy Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Endangered Species Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| National Historic Preservation Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Magnuson-Stevens Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Fish and Wildlife Coordination Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Coastal Zone Management Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Coastal Barrier Resources Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Farmland Protection Policy Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Clean Water Act Section 404 | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| River and Harbors Act Section 10 | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Clean Water Act Section 401 | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Marine Protection, Research and Sanctuaries Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Marine Mammal Protection Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| National Marine Sanctuaries Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Migratory Bird Treaty Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Bald and Golden Eagle Protection Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Clean Air Act | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |
| Other application environmental laws or regulations | \_\_\_ Yes \_\_\_ No \_\_\_ N/A |  |

1. Note: PIPER will allow for EC documentation uploads under each environmental requirement shown in the checklist. [↑](#footnote-ref-1)