



AQUATIC HABITAT GRANT PROGRAM PRE-PROPOSAL GUIDELINES

Instructions:

1. Pre-proposal length is 3 pages maximum and the document should follow the order and format below.
2. Font should be Times New Roman, 12 pt.: 1 inch margins on all sides of page.
3. No letters of support should accompany the pre-proposal.
4. Please refer to the 2016 Aquatic Habitat Grant Program (AHGP) Handbook (IC1972) for guidance on overall program goals, objectives and priorities.
5. Questions on the application process should be directed to:
Chris Freiburger: 517-284-5824 or by email at Freiburgerc@michigan.gov; or Kelly Parker: 517-284-5957 or by email at Parkerk4@michigan.gov.
6. Pre-proposal applications must be post-marked no later than August 26, 2016.

Title: Please include the name of the water body/geography and the primary activity.

Applicant Information: Applicant name, address, phone number, email.

Brief Project Summary: Briefly describe the problem being addressed by the project and what activities/methods are proposed as the solution (limit response to 50 words).

Estimated Project Cost:

Total Project Cost: _____ **AHGP Grant Request:** _____

Proposed Local Committed Funds (minimum 10% of total project cost required): _____

Local Committed Fund Sources: On a separate page, please list the sources of the proposed local committed funds. Be sure to include whether the local committed funds are cash or in-kind and the status of those funds (in-hand, applied for, or plan to seek). The local committed funds description page does not count against page limits.

Proposed Project Dates: **Start:** _____ **Completion:** _____

Has this project previously been proposed to the AHGP? (If yes, what modifications to the project design/plan have been made?).

Problem Description/Watershed Context: Please describe the current condition of the water body targeted for treatment or protection and what key processes will be addressed through this project. How were the sites/problems identified as a priority for this water body?

Methods and Objectives: What methods or techniques are proposed to be used to obtain the desired habitat enhancement/protection? What type of a monitoring or evaluation component will be used for the habitat enhancement/protection? What experience does the applicant's team have using the proposed methods? How will these methods improve the conditions targeted?

What type of habitat will be restored/protected and how much (i.e. feet, acres, etc.)? What, if any, broader implications (positive or negative) might this project have on other aspects of the watershed or non-target species dependent on the aquatic habitat? Are the expected results of the project intended to improve or preserve processes, be a permanent solution to the ecosystem or to treat a symptom of the ecosystem?

How does this project accomplish the goals of the Aquatic Habitat Grant Program? (Please refer to the 2016 AHGP Handbook).

Does this project also meet goals/priorities of additional conservation organizations/agencies? (Please list the agency and plan to which this project relates).

Additional Project Details: Are there other characteristics of the project you feel are necessary to present at this time?

Review: Pre-proposals are due August 26, 2016 and will be reviewed. Applicants will then be notified of the outcome of their pre-proposal beginning September 30, 2016. Applicants with successful pre-proposals will then be invited to submit a complete application packet for their project. Please note that an invitation to submit a complete application packet does not guarantee that your project will be funded.

Send your completed pre-proposal to:

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
GRANTS MANAGEMENT, AQUATIC HABITAT GRANT PROGRAM
PO BOX 30425
LANSING, MI 48909-7925**

Pre-proposals must be postmarked by August 26, 2016 to be considered.