

General Wetlands Reserve Enhancement Program (WREP) Proposal Template

The proposal must include all of the following:

(1) **Proposal Cover Sheet and Summary.** The first few pages of the proposal must include—

- (a) Project Title.
- (b) Partner's Project Director/Manager name, telephone, and email address.
- (c) Name and contact information for lead partner and other collaborating partners.
- (d) Short summary of project including:
 - Potential acres to be enrolled in the project area.
 - A description of the purpose and goals of the proposed WREP project.
 - The geographic location including State(s), and county(s).
 - Proposed project start and end dates (not to exceed a period of 5 years).
 - Total budget for the project including the amount of WREP financial assistance needed for the project.

(2) **Detailed Proposal Description.** Information provided in the proposal must include—

Timeline: This category should include a description of the project duration, plan of action, and project implementation schedule. Project proposals cannot exceed 5 years.

Resource Concerns: Identify and provide detail about the natural resource concern(s) to be addressed and how the proposal's objectives will address those concerns. Objectives should be specific, measurable, achievable, results-oriented, and include a timeline for completion. Specify which actions are to be addressed through this project using WREP assistance, and which are being addressed through alternate non-Federal funding sources or other resources provided.

Proposal Area: Provide a description of the watershed characteristics within the designated focus area covered by the proposal including information related to land use types, vegetation, soils, hydrology, potential sources of water quality impairments, occurrences of at-risk species, proximity to other protected areas, and a summary of resource concerns. This category should also include an estimate of the percentage of potential landowners, or estimate of the percentage of acres likely to be enrolled within the project area, compared to the total number of potential landowners or acres located in the project area. Proposals may be submitted for WREP funding that only identifies one individual project or transaction as the proposal area where the particular project is of national or regional importance.

Targeting and Outreach: Provide a statement on each of the following:

- The partner's plan to encourage participation to guarantee success of the project. It is not necessary for a target area to involve multiple landowners to be selected. Projects will be evaluated based on the ecological merits of the proposal and contributions by the partners.
- Describing the partner's strategy for providing outreach, especially to encourage participation by Indian tribes, beginning farmers or ranchers, socially disadvantaged farmers or ranchers, and limited resource farmers or ranchers.

Program Costs: Describe the amount of funds needed annually for easement acquisition and wetland restoration and enhancement activities. WREP partners are required to contribute a match of at least 20 percent of the restoration costs toward the project for new projects or 20 percent of the management costs for existing projects, which can be in-kind or a combination of

in-kind and financial; or a financial match of at least 5 percent of the restoration costs toward the project. This category should include:

- A description of the financial assistance resources that are requested through WREP, and the non-Federal resources provided by the partner(s) that will be leveraged by the Federal contribution.
- If the proposal is for management of existing WRP easements, provide an estimate of costs for management activities and what the proposed activities will include, as well as which target habitat or species will benefit from the proposed activities.

Partnership Details: Describe the partner(s) and the roles, responsibilities, and capabilities of the partner(s). This category should include:

- The partner(s) history of working cooperatively with landowners on conservation easements.
- A description of non-Federal resources that will be available for implementation of the proposal. Proposals which include additional non-Federal resources will be given higher consideration in the selection process. Proposals must include a letter or other documentation confirming the commitment of resources from each partner. The partner needs to state clearly how they intend to leverage Federal funds along with partner resources. Landowner contributions in the implementation of agreed-to wetland restoration and enhancement practices may not be considered any part of a match from the potential partner for purposes of WREP.

Project Readiness: Describe the partner's ability to have landowners sign up this fiscal year, such as a partner already identified the area as a priority for their resources. List any additional work that has been completed, such as contacting landowners in the project area.

Submit Proposals: Submit proposals to NRCS State Conservationist Jane Hardisty by email at jane.hardisty@in.usda.gov or by mail to NRCS, Attn: Jane Hardisty, 6013 Lakeside Boulevard, Indianapolis, IN 46278.