

**Salmon Recovery Funding Board
Chehalis Basin Lead Entity Schedule
DRAFT ----- (2022)**

Date	Action	Description
October 4	Habitat Work Group	Regular meeting of the Habitat Work Group
November 1	Habitat Work Group	Regular meeting of the Habitat Work Group
November 16	Call for Proposals	Call for proposals for salmon projects in the Chehalis Lead Entity region with SRFB funding in 2022. Coordinator will distribute press release and post all materials on website.
November - January	Submit Conceptual Project Forms	Conceptual Project forms collected by the Lead Entity Coordinator. The more thorough the conceptual project, the more feedback can be provided for strengthening the proposal. Submitting a conceptual project form does not obligate the sponsor to submit a full application for the project. If you would like to apply for a 2022 SRFB grant, inform the Coordinator and you will receive a PRISM#.
December 6	Habitat Work Group	Conceptual Project presentations before Habitat Work Group (HWG). The goal of these presentations is to understand the basic components of each project and generate dialogue between applicants and reviewers prior to site visits.
December 6	Call for Team Members	Call for community volunteers to join the Local Review Team. Will include press releases or ads in local print media to solicit volunteers.
January 5 (pending)	*NEW* Call for Proposals – Targeted Investment	Call for proposals for targeted investment projects that enhance habitat for NOAA-identified stocks of Chinook salmon and that have a cost higher than the SRFB grant allocation for WRIA 22&23. Interested sponsors should submit a Conceptual Project Form to the Lead Entity Coordinator with the title “Targeted Investment”. Proposals address criteria in RCO Appendix J.
January 10	Habitat Work Group Meeting	Conceptual Project presentations before HWG.

January 10	Review Team Membership	Establish final Local Review Team (10-12 members at most)
January 28	DUE DATE: Conceptual Project Form	Deadline to submit the Conceptual Project Form to LE Coordinator. This will allow the data stewards to assign a PRISM # to the conceptual project. The Coordinator will forward the PRISM # to the project sponsors.
February 7	Habitat Work Group	Conceptual Project presentations before HWG.
February 7	Pre-application Workshop	Recommended for all project sponsors submitting to the Chehalis Basin Lead Entity this year. The workshop will occur after the Habitat Work Group meeting
March 7	Habitat Work Group	Conceptual Project presentations before HWG.
March 31 (pending)	DUE DATE: Complete Application	Deadline for Project Sponsors to enter Complete Application into PRISM Online.
April 4		LE Coordinator distributes application materials to Local Review Panel team.
April 4	Habitat Work Group Meeting	Regular meeting
PENDING (April 13-15)	Site Visits	Project site visits. Local Review Team, SRFB Review Panel members, and RCO grant manager visit each project site.
April 20	Feedback	Lead Entity Local Review Team provides feedback to the sponsors via the PRISM online module.
April 20	*NEW* Review	*NEW* Local Review Team meets to discuss Targeted Investment proposals and determine recommendation
May 2	Habitat Work Group Meeting	*NEW* Local Review Team provides summary of Targeted Investment projects to group and recommends whether or not to endorse. Whole Habitat Work Group votes on endorsement.
PENDING (Mid-May)	Local Review Team Project Ranking Day	Local Review Team meets to rate the proposals submitted by project sponsors on their technical merits, benefits to salmon, certainty that the benefits will occur, and certainty that the

		project can be completed within the grant timeframe and within the proposed budget, community values considered, community support, and partner support. Only Local Review Team members need attend.
June 3	Comment forms from RCO to applicants	Applicants receive SRFB Review Panel comments identifying projects as "Clear," "Conditioned," "Needs More Information," or "Project of Concern." RCO staff accepts "Clear" applications and returns "Conditioned," "Needs More Information," and "Project of Concern" applications
June 6	Habitat Work Group	Local Review Team presents the ranked project list. If the HWG has any concerns with the project ranking, they may ask the Local Review Team to reconvene, respond to the HWG comments, and make adjustments as necessary. If there are no concerns, they will recommend a Lead Entity Project List, including alternate projects to be considered for funding.
June 7 or 8	Conference Call (optional)	Lead entity coordinators may schedule a 1-hour conference call with project applicants, RCO staff, and one SRFB Review Panel member to discuss "Needs More Information," "Project of Concern," or "Conditioned" projects.
June 23	Coast Salmon Partnership	*NEW* CSP Board votes on a Coast's recommendation for one Targeted Investment Chinook habitat project from the Coast Region to submit for SRFB funding consideration.
June 28	Due Date: Applications due.	Applicants submit final revised application materials via PRISM. See Application Checklist .
June 28	Due Date & End	For applicants with Cleared project – Submit your application online. This is the end of the process!
July 11	HWG Meeting	Sponsors share their project status and responses to Review Panel comments. Whole HWG has one more opportunity to discuss project list, accounting for SRFB Review Panel comments and sponsor response. List will be submitted as recommended at this meeting.
July 14	SRFB Review Panel meeting	SRFB Review Panel and RCO staff meet to discuss projects and complete comments.
July 22	Final comment form	Applicants receive the final SRFB Review Panel comments, identifying projects as "Clear," "Conditioned," or "Project of Concern." The Monitoring Panel will provide final comments for monitoring projects.

July 28	Coast Salmon Partnership	Coast Salmon Partnership Board decides on moving unallocated funds between Coast Lead Entity ranked lists. This only applies when one Lead Entity doesn't use its full allocation. Final Board approval of ranked list.
August 1	Habitat Work Group	Regular meeting
August 9	Due Date: accept SRFB Review Panel condition	Applicants with "Conditioned" projects must indicate whether they accept the conditions or will withdraw their projects.
August 9	Due Date: Lead Entity ranked list	Lead entities submit ranked lists via PRISM.
August 16	Due Date: Regional submittal	Regional organizations submit their recommendations for funding, including alternate projects (only those they want the SRFB to consider funding), and their Regional Area Summary and Project Matrix.
September 22 & 23	SRFB funding meeting	Salmon Recovery Funding Board awards grants. \$\$\$\$\$.