Wisconsin Citizen-based Monitoring Partnership Program
2013-14 Application Guidelines
Issued March 11, 2013

Background

Since 2004 the Wisconsin Department of Natural Resources and the Wisconsin Citizen-based Monitoring Network have sought to expand citizen and volunteer participation in natural resource monitoring by providing funding and assistance to high priority projects. Qualifying topics include monitoring of aquatic and terrestrial species, natural communities, and environmental components such as water, weather, and soil. $100,000 of Partnership Program funding is available for the 2014 state fiscal year (July 1, 2013 to June 30, 2014). Funding proposals are limited to $5,000.

Past Projects

Information on projects funded by the Partnership Program in past years is available on the Citizen-based Monitoring Network Partnership Program website: http://wiatri.net/cbm/Partnership

2013-14 Funding Priorities

Proposals must show thoughtful integration with existing natural resource monitoring priorities and efforts. The following sources contain substantial information on natural resource monitoring priorities and projects in Wisconsin.

Wisconsin Wildlife Action Plan
WDNR Water Monitoring Strategy
Wisconsin Wetland Strategy
WBCI All Bird Conservation Plan

In addition to monitoring priorities found in these plans and strategies, funding priority will focus on the following topics. Applicants may submit proposals which are outside of these focus areas, but they should carefully justify their topic selection.

- **Wetlands.** Monitor the status of wetlands so decision makers have the best possible information on the extent, type, and health of our state's wetlands and the ecosystem services they provide.
- **Climate change adaptation.** Establish long-term plant/ animal phenology or lake/stream/wetland water level monitoring programs, particularly for those species and resources identified as vulnerable by WICCI Working Groups.
- **Groundwater:** monitor regional and temporal trends in groundwater level, use, contaminants or protection measures, particularly in rural residential areas or in conjunction with lake/stream/wetland monitoring.
- **Mapping and monitoring of invasive exotic species**, particularly those that are regulated by the state's invasives rule NR40.
- **Wildlife breeding structure construction and productivity monitoring** (e.g. bird nest boxes/ platforms/ towers, bat or marten houses, bumblebee nests), particularly for species ranked as S1 through S3 on the Natural Heritage Working List.
- **Management Efficacy:** assess the effectiveness of prior and existing management projects. For example, citizen-based monitoring data could be used to evaluate the effectiveness of prescribed burning regimes, habitat restoration or dam removals.
- **State Natural Areas.** When planning your project, keep in mind that Wisconsin has a network of 655 State Natural Areas encompassing over 362,000 acres that can serve as monitoring sites or reference areas.

Eligibility for Funding

Partnership Program proposals/ projects/ applicants must:

1) have direct, substantial citizen involvement or be relevant to the conduct of citizen-based projects;
2) be specifically intended for Wisconsin and, in almost all cases, carried out in Wisconsin;
3) address priority Wisconsin natural resource monitoring needs or issues;
4) be current with all deliverables for past Partnership Program projects;
5) not be for purchase of boats, vehicles, furniture, or supplies and equipment not directly used in training or monitoring; and
6) be conducted by individuals, businesses, non-profit organizations, tribal organizations or governments, local and county governments, academic institutions, or state agencies which are

or can be registered in the Wisconsin State Vendor File in order to receive payment for services.

Funding Limits

Citizen-based Monitoring Partnership Program funding requests may not exceed $5,000 per proposal. Partnering organizations may submit more than one proposal per project if they are for discrete components (i.e., the *products* are *unique*). Funding requests should be for the estimated cost of conducting the project; applicants *should not* simply target the maximum allowable amount unless demonstrated costs equal or exceed $5,000. Funding may be approved for an amount less than requested, contingent on agreement with the project leaders.

Matching Time and Money

Applicants must provide estimates of matching time and money being used in their project. These estimates help reviewers understand the scope of individual projects and the relative contribution of the Partnership Program. These estimates also help monitor the effectiveness of the Partnership Program. The Partnership Program does not require a minimum amount of match and the inclusion of these estimates in your proposal does not bind or obligate your funds in any way.

Proposal Evaluation and Selection

A review panel of natural resources specialists will rank proposals on a four point scale for each of the five criteria listed below. These scores will be used to guide the selection process; however, given the diversity of eligible topics and priorities, it is not realistic to rely solely on these measures. Failure to obtain funding does not necessarily indicate a poor proposal; funding requests typically far exceed the amount available. Unsuccessful applicants are encouraged to contact the program coordinator to discuss how their proposal may be strengthened to re-apply in subsequent years.

1. Accomplishment. The degree to which the project addresses a documented natural resource monitoring priority or justifies alternative goals.
2. Integration. The degree to which the project is integrated with existing efforts, standards, and protocols.

3. Involvement. The extent of citizen involvement or the degree of relevance to multiple citizen-based monitoring projects and programs.
4. Monitoring. The extent to which the project enables the collection or analysis of sequential and comparable information on natural resource trends.
5. Evaluation. The degree to which the proposal incorporates realistic performance measures to document the project's accomplishments and citizen involvement.

Clarifications & Revisions

Applicants may be contacted for clarification, to discuss merging similar projects, or to negotiate other changes in project terms and funding levels.

Deliverables

All deliverables are due by **September 30, 2014**. Deliverables shall include:
1) Electronic copies of project data;
2) Copies of any training materials, summaries, and reports;
3) A final report in the form of a scientific poster. (formatting guidelines and template available)

The scientific poster will be posted on the Citizen-based Monitoring Network website and displayed at a future Citizen-based Monitoring Conference.

Funding Timeline

Call for proposals (this document):   March 11, 2013
Proposals due: by midnight, April 26, 2013
Award notification: May 24, 2013
Signed contracts: June 21, 2013
Funding available: July 1, 2013 to June 20, 2014
Final Invoices Due: June 20, 2014
Deliverables Due: September 30, 2014 (or before)

How to Apply

Please complete the **application form** and email it to **owen.boyle@wisconsin.gov by midnight on Friday April 26, 2013** with the subject line "**FY14 WCBMPP Application**."

Questions may be directed to:

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http://wiatri.net/cbm/Partnership/