

## SRSRB LE 13<sup>th</sup> SRFB Grant Round – 2012 Calendar

Task	Date	Notes
Requested proposals & Distribution of 13 <sup>th</sup> Round Application Packet	Wed, Feb 1, 2012	Provide Notification of 13 <sup>th</sup> Grant Round & make application materials available at <a href="http://www.snakeriverboard.org">www.snakeriverboard.org</a> under the Lead Entity Tab
SRFB 13 <sup>th</sup> Round Successful Applicants Meeting	Mid March (TBD)	RCO sponsored meeting to help successful applicants learn how to manage their grants received in the 13 <sup>th</sup> Grant Round (billings, etc.)
<b>Pre-application Deadline</b> – Send forms to the SRSRB Office in Dayton (Email to kris@snakeriverboard.org)	<b>Fri, March 9, 2012 @ 5pm</b>	Pre-apps are not mandatory but offer prospective sponsors an opportunity to discuss the concept with the RTT prior to drafting an application
LE Committee & RTT meet with potential sponsors to discuss pre applications and scorecards/criteria	<u>Mon, March 19, 2012</u>	SRSRB staff will present project concepts to group. Sponsors should be present to answer questions or present additional options at the meeting. (Overlap with RTT meeting)
RCO application Process & policies meeting (Dayton)	Mon, March 26, 2012	Those interested in applying for a SRFB grant through the lead entity program are encouraged to attend the procedures & policies meeting – Kay Caromile (RCO)
<b>Draft Application Deadline</b> – Applications will not be accepted after this date unless sponsor successfully appeals LE Committee (Deliver applications to the SRSRB Office in Dayton)	<b>Fri, April 13, 2012, by 5pm</b>	Applications <b>must</b> be submitted on SRSRB application form in electronic format (WORD doc). (Sponsors will need to work with SRSRB staff to upload projects into PRISM) Landowner form will be required with the draft application in 2012. Applications that do not have a landowner form will not be advanced to the LE committee.
Draft applications distributed to LE committee and RTT for review	Thurs, April, 19, 2012	LE Committee members and RTT will have from now until <b>April 24</b> to review and comment on draft applications
<b>Pre-score Draft Applications</b> – LE committee, RTT members, SRSRB members & sponsors meet to comment & pre-score all applications	<u>Tues, April 24, 2012</u>	Project sponsors will present proposed projects before the LE and RTT. Time will be allotted for question/answers and projects will be pre-scored using the SRSRB LE score card
Sponsors revise applications based on comments "Fix It Loop"	April 24-30, 2012	During this period sponsors should address comments from RTT, and LE Committee. After this review apps are sent to SRFB reviewers, who will visit project sites and comment. This loop is designed to provide the best project drafts possible for SRFB review. On April 30 <sup>th</sup> all applications must be submitted in PRISM
<b>Projects Tour</b> for existing or new proposed projects. The SRSRB, LE Committee, RTT and others interested. (Regional Tour)	Wed, May 2, 2012	Familiarize those involved with project review and ranking with projects previously funded, should invite BPA, GSRO, RCO, WDFW, CSF, etc.
SRFB review panel will visit sponsor's projects (as per requirement)	<b>T, W, Th May 22-24, 2012</b>	The review panel will tour proposed projects
Draft application review forms complete by SRFB Review Panel	Mon Jun 11, 2012	The SRFB review panel will submit their comments on any pre-application they reviewed
Sponsors revise applications based on comments "Fix it Loop"	Jun 11-29, 2012	During this period sponsors should address comments from SRFB tour and comment forms
<b>Respond to SRFB Technical Comments</b>	Mon, July 2, 2012	
<b>Final Application Deadline</b> – including landowner acknowledgements, partner agreements, project design, applications and/or any other forms needed are due to SRSRB Office In Dayton (Kris 509-392-3858)	<b>Wed, July 11, 2012 By 5pm</b>	Applications must be submitted as electronic copies. If difficulties occur due to file size or computer error submit forms as paper copies and deliver an electronic copy as soon as possible. Final apps will be distributed by Staff to the CD's who will distribute to citizen LE members
<b>Final Scoring Meeting</b> – Sponsors present project and relationship to scoring criteria & answer questions, LE Committee Scores & Ranks	<u>Thurs, July 19, 2012</u>	Project sponsors will have the opportunity to present the changes from their pre-application and address questions and comments. The Lead Entity Committee will score and rank Final Applications
Project application revisions/scrubbing/coordination	July 20-Aug22	Committee/Staff/RTT work with applicants who are approved on the LE List for funding
SRSRB finalizes Lead Entity List	Tues, July 24, 2012	SRSRB as the LE has final decision over the ranked order of the project list
Application materials including attachments are submitted via PRISM	Wed Aug 22	SRFB must receive applications in PRISM for the project to be eligible for funding.

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