



# U.S. FISH AND WILDLIFE SERVICE TRANSMITTAL SHEET

<b>PART</b> 522 FW 2, 11, 12, and 14	<b>SUBJECT</b> State Grant Programs Grantee Administration Research Surveys and Inventories Technical Guidance	<b>RELEASE NUMBER</b> 374
<b>FOR FURTHER INFORMATION CONTACT</b> Division of Federal Aid		<b>DATE</b> August 31, 2001

## EXPLANATION OF MATERIAL TRANSMITTED:

These chapters include minor revisions and incorporate plain language requirements.

**Acting**   
**DIRECTOR**

## FILING INSTRUCTIONS:

### Remove:

522 FW 2, 12/17/92, FWM 060 (1 sheet)  
522 FW 11, 12/17/92, FWM 060 (2 sheets)  
522 FW 12, 12/17/92, FWM 060 (1 sheet)  
522 FW 14, 12/17/92, FWM 060 (1 sheet)

### Insert:

522 FW 2, 08/31/01, FWM 374, 08/31/01 (1 sheet)  
522 FW 11, 08/31/01, FWM 374, 08/31/01 (2 sheets)  
522 FW 12, 08/31/01, FWM 374, 08/31/01 (1 sheet)  
522 FW 14, 08/31/01, FWM 374, 08/31/01 (1 sheet)

**14.1 What is the purpose of this chapter?** This chapter provides guidance on grants to provide technical guidance (i.e., expert advice) on fish and wildlife resource management and public use. As used in this chapter, the term “we” refers to the Fish and Wildlife Service, and the term “State(s)” refers to State fish and wildlife agencies or other grantees.

**14.2 What are the eligible purposes for these grants?** Technical guidance projects must have objectives that address:

**A.** Improving environmental conditions affecting fish or wildlife resources.

**B.** Protecting and/or creating fish or wildlife habitat.

**C.** Managing fish and wildlife populations, areas, and habitats for increased production or for public benefits from fish or wildlife resources.

**14.3 To whom can grantees provide technical guidance?**

**A.** Upon request or through normal review procedures, to governmental agencies having responsibilities for land management, land development, land use planning, land use incentive payment, and/or environmental protection; or

**B.** Upon request, to landowners and operators who can implement the advice and recommendations.

**14.4 What special conditions apply to this type of grant?** States must evaluate technical guidance grants of an ongoing nature before each renewal of the GP (50 CFR 80.11). This evaluation will ensure that the technical assistance is effective in meeting the need [50 CFR 80.13]. Provide a summary of the evaluation in the GP.

**14.5 What does a project statement include?** For each technical guidance project within a grant, States must include a project statement with the following information [50 CFR 80.13]:

**A. Need.** State the problem that you will correct or the need that you will meet by providing this technical guidance.

**B. Objective.** Provide a concise statement of the objective of the project as it relates to the stated need. Examples:

(1) For the period 2000-2005, give landowners management information and techniques to sustain or enhance wildlife habitat on private lands.

(2) For the Grant Proposal period, review projects that State, Federal, and private parties contemplate and that have the potential to affect fish and wildlife; provide technical advice to minimize impacts on these resources.

**C. Results and Benefits.** Describe the expected benefits to fish and wildlife resources resulting from implementation of the technical guidance. When you provide assistance to persons or private organizations, specify the benefits that will accrue to the public. Examples:

(1) By providing management advice to hundreds of landowners annually, the project will affect land management practices that impact wildlife throughout the State. Advice will emphasize good timber management, retention of wetlands, food plantings, creation of brush piles, and limiting pesticide use.

(2) Recommendations resulting from reviews will reduce or eliminate negative impacts on fish and wildlife and their environments from construction projects. Grantee will record benefits as numbers of acres/hectares or miles/kilometers of streams favorably affected.

**D. Approach.** For each project within the grant, describe the activities that you plan to carry out. Identify the recipients of the assistance and the procedures that you will use.

**E. Location.** Identify where you will provide assistance.

**F. Cost.** For each project within the grant, provide the estimated cost, by year, to accomplish the objective.

**14.6 What information do I need to support a Grant Proposal?** 522 FW 1 contains general information on documentation to support a Grant Proposal. If your proposal is for renewal of an ongoing grant, provide an evaluation of the grant to date (see paragraph 14.3). This evaluation is a condition for renewal, and you must submit it with the proposal [50 CFR 80.11, 43 CFR 12.50(b)(3)].

**14.7 What information do I need to support a Grant Agreement (GA)?** See 522 FW 1 for general information on documentation to support a GA. For each project within a grant, provide a work plan and cost estimate for the GA period [50 CFR 80.11, 43 CFR 12.50(b)(3)].

**14.8 What are allowable costs?** 43 CFR 12.62 and 522 FW 1 list general requirements for allowable costs

**14.9 Are reports required?** 522 FW 1 provides (1) the requirements for monitoring and performance reporting for projects under this chapter and (2) requirements for financial reporting.