# OCEAN PROTECTION COUNCIL

# GRANT APPLICATION

# LETTER OF INTENT

## Contact Information

Organization:

Contact Person:

Email:

Phone:

Mailing Address:

## Project Information

Project Name:

## Location Information

County

Latitude:

Longitude:

What point is represented by the lat/long (e.g. parking lot, center of site, etc.):

Instructions

Please answer the questions below in no more than 3 pages (not counting maps or photos). Please submit your letter of intent to [prop68@resources.ca.gov](mailto:prop68@resources.ca.gov) by September 14, 2020.

**Project Description:** In 2-3 paragraphs, please describe the proposed project. Please quantify the project’s goals and expected outcomes, including how the project will demonstrate quantitative progress in implementing the[Strategic Plan to Protect California’s Coast and Ocean for 2020-2025](http://www.opc.ca.gov/webmaster/ftp/pdf/2020-2025-strategic-plan/OPC-2020-2025-Strategic-Plan-FINAL-20200228.pdf). Identify the major tasks involved in the project and identify if the project is expected to serve a disadvantaged or severely disadvantaged community. Attach a map of the project location (and photos if helpful), and briefly describe the project location. Be specific about the portion of the project that would be funded by this request.

**Preliminary Budget:** Please include the total cost of the project including estimated costs by major task, and the proposed sources of funding. Include proposed funding sources even if they are not yet secured, but please make status clear.

**Project Schedule:** Provide a project schedule that estimates the completion date of the major project tasks and any major milestones.

**Who’s Involved:** List the organizations, agencies, and community-based partners that are involved with the project.

**Example Budget template**: This template is meant to be a guide to create a budget for submission with letters of intent and full proposals under Prop 68. OPC requires a more detailed budget when the grant agreement is developed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task Number (add rows as needed)** | **Task Name** | **OPC Funds Requested to Complete Task** | **Matching Funds (includes in-kind)** | **Total Cost** |
| 1 | Project Management | $ - | $ - | $ - |
|  |  | $ - | $ - | $ - |
|  |  | $ - | $ - | $ - |
|  |  | $ - | $ - | $ - |
|  |  | $ - | $ - | $ - |
|  |  | $ - | $ - | $ - |
|  | Indirect Costs\* (15%) | $ - |  | $ - |
|  | Equipment Costs | $ - | $ - | $ - |
| **Total** | | **$ -** | **$ -** | **$ -** |

**Sources of potential and/or secured matching Funding**: List all matching funds and their source(s). Identify any matching funds from other State agencies. You may include in-kind match such as staff time, volunteer time, donated materials, bargain sales, etc.

|  |  |  |  |
| --- | --- | --- | --- |
| **Source** | **Amount** | **Status of funding (secured, applied, etc.)** | **State of CA Funds? (Y/N)** |
|  | $ - |  |  |
|  | $ - |  |  |
|  | $ - |  |  |
|  | $ - |  |  |
|  | $ - |  |  |
| **Total** | **$ -** |  |  |