

Proposal Submission Checklist

Watershed Resiliency and Restoration Program (WRRP) Agricultural Watershed Enhancement Program (AWEP)

These programs are a joint initiative of Agriculture and Forestry and Environment and Parks

Please use this checklist to ensure your proposal submission is complete. Incomplete proposals may be returned, or could delay the review/approval process.

- Completed Application Form (please download Round 3 Application Form from www.wrrp.alberta.ca or www.growingforward.alberta.ca – Agricultural Watershed Enhancement Program);
- Budget summary template (please download Round 3 Budget Summary Template from www.wrrp.alberta.ca or www.growingforward.alberta.ca – Agricultural Watershed Enhancement Program);
- Supporting documentation (letters of support and/or financial commitment);
- Project Proposal that must include, but is not limited to:**
 - Project Summary
 - Rationale as to how the activities and the overall project will improve flood or drought resiliency or water quality
 - Rationale as to why the project location is important for flood/drought/water quality mitigation (refer to Priority Areas maps at www.wrrp.alberta.ca as supporting information)
 - Map or aerial photos showing your project location(s)
 - Detailed description of the project including methodology and process for completing the work
 - Timetable with milestones
 - Deliverables of the project
 - Project partner information and how they will contribute (financing, in-kind labour/donations, etc.)

*****Please download and refer to the AWEP/WRRP Joint Programs Approach: 2016 Grant Application Overview document for a COMPLETE description of Program Objectives and Requirements*****
- Project Communications Plan**
- Project Financial Plan:**
 - List of total cost for the project broken down by activity and partner contribution
 - Identify apportionment of costs not funded by the WRRP or AWE programs
 - In-kind Contributions
 - Multi-year projects are to give a breakdown of the above mentioned by Fiscal Year (April 1 to March 31)
- Demographics of the project area including:**
 - Total area directly affected by projects within the watershed (ac/ha)
 - % of total area in agriculture
 - % of total area that is rural residential (non-agriculture)
 - % of total area that is public land
 - % of total area that is other industry or land use
- Project Evaluation Plan**