



**Mendocino County Fish & Game Commission
Grant Guidelines and Review Process
Mendocino County Fish and Wildlife Propagation Fund**

The California Fish and Game Code Section 13100 establishes the county fish and wildlife propagation fund to be expended for the protection, conservation, propagation, and preservation of fish and wildlife, under the direction of the Board of Supervisors (BOS), pursuant to the Fish and Game Code. Funds are received through various fines. The BOS established the Fish and Game Commission (Commission) to advise and make recommendations to the BOS on the expenditure of funds that benefit fish and wildlife in Mendocino County. As the grant funds provided under this Code constitute public funds, the Commission has produced these guidelines to provide information to the public related to how the Commission maintains and distributes these funds.

General Guidelines

Applications may be submitted via email to pbscommissions@mendocinocounty.gov with the subject line “Fish and Game Commission Propagation Fund Grant Application” or in person to the Fish and Game Commission c/o Mendocino County Planning & Building Services.

Applications must be complete, provide all requested information, and be submitted ahead of the deadline. This includes applicant’s Taxpayer I.D. number, project timeline, project budget, maps and photos, and at least one letter of support for the proposed project.

Applicants are encouraged to attend a Commission meeting to present their application.

Administrative costs of projects may not exceed 10% of total costs.

A final project report is required within 60 days of project completion, outlining the project’s difficulties and failures, along with the success. The report should describe methods, activities, and outcomes, and should include photographs. Receipts and invoices must also be included in final report.

Qualifying Projects

California Fish and Game Code Section 13103 defines allowable uses for the Propagation Fund. In order to be considered, project activities must be limited to one of the following:

- (a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.
- (b) Temporary emergency treatment and care of injured or orphaned wildlife.
- (c) Temporary treatment and care of wildlife confiscated by the department as evidence.

- (d) Breeding, raising, purchasing, or releasing fish or wildlife that are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state, or federal agencies or onto land or into waters open to the public.
- (e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading; fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.
- (f) Construction, maintenance, and operation of public hatchery facilities.
- (g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.
- (h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.
- (i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.
- (j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount that does not exceed 15 percent of the average amount received by the fund during the previous three-year period, or ten thousand dollars (\$10,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.
- (k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.
- (l) Costs incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.
- (m) Costs incurred by a county counsel in investigating and prosecuting an action for civil penalties, injunctive relief, or civil penalties and injunctive relief pursuant to Section 5650.1 resulting from unlicensed cannabis cultivation.

Applications must identify which use their application qualifies under.

Grant Application Review Process

The Commission will try to fairly allocate resources between fish, game and/or wildlife habitat restoration, artificial propagation, and fish, game and/or wildlife education projects.

Review criteria will include: (1) compliance with Fish and Game Code Section 13103; (2) project feasibility; (3) ecological benefits; (4) community benefits; (5) cooperative relationships; and (6) effective use of funds.

Applications that are not in compliance with all requirements will be notified in writing, and those proposals will be removed from funding considerations.