



## HABITAT CONSERVATION FUND PROGRAM

Under the California Wildlife Protection Act of 1990  
(Proposition 117 Initiative)

### FREQUENTLY ASKED QUESTIONS

**Q. What is the program intent?**

**A.** As described in the HCF Program Procedural Guide: "To provide grants to local entities to protect fish, wildlife, and native plant resources, to acquire or develop wildlife corridors and trails, and to provide for nature interpretation programs and other programs which bring urban residents into park and wildlife areas."

**Q. How much is available, and what are the minimum and maximum amounts?**

**A.** Two million dollars is available annually. There is no minimum or maximum grant request amount.

**Q. Who can apply for these funds?**

**A.** The following are eligible applicants:

- Cities
- Counties
- Districts, as defined in the HCF Program Procedural Guide

**Q. What can these funds be used for?**

**A.** Funds can be used for the following:

- Programs – An event, or series of events intended to bring urban residents into areas with indigenous plants and animals
- Acquisition of species habitats.
- Enhancement or restoration of species habitats.
- Enhancement, restoration, or development of trails.

**Q. Can funds be used for both acquisition and enhancement/restoration/development projects?**

**A.** No. Funds can be used either for acquisition or for enhancement/restoration/development.

**Q. Is there a matching requirement, and are there any match limitations?**

**A.** Yes. The HCF grant program requires a dollar-for-dollar match (minimum of 50% of total project costs). The match must be spent on eligible costs. The match may not come from another state funding source. Indirect costs cannot be used as Match.

**Q. Can applicants submit applications for more than one project?**

**A.** Yes. However, each project must have its own application package.



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**Q. When is the application deadline?**

**A.** Project applications must be received by the Office of Grants and Local Services by 4:30 P.M. on, or postmarked no later than, the first working day of October.

**Q. Will all applicants be notified of project selection?**

**A.** Yes. All applicants will receive a notification letter at the end of the review process.

**Q. Can eligible public entities partner with a non-profit organization?**

**A.** Yes. Although non-profit organizations are not eligible to apply for funds, partnerships are encouraged. Applicants must provide detailed information on the roles and responsibilities of each partner.

**Q. What are the land tenure requirements, if the applicant does not own the property in fee simple?**

**A.** For enhancement, restoration, or development projects, the applicant must provide a document, signed by the applicant and the land owner that guarantees the applicant's adequate tenure to, and site control of, the project site. All agreements must have a renewal clause and can only be revocable by mutual consent or for cause. Grants require at least 10 or 20 years of land tenure and public recreation operation, depending upon the amount of grant funds requested.

For program projects, the applicant must provide a program agreement with the land owner(s) on whose land the Applicant or Grantee intends to conduct the Program, or a permit, letter, or some form of documentation from the landowner that indicates applicant has the permission to conduct the program on that location.

The HCF Program Procedural Guide provides additional information on land tenure requirements.

**Q. If my project is selected for funding, how long would I have to complete the project?**

**A.** The project performance period for each project is 5 years starting on July 1 of the fiscal year following the application. For example, projects applied for in October of 2009 would start on July 1, 2010 and would expire on June 30, 2015.

**For more information, please contact your Project Officer at (916) 653-7423. A list of Project Officers can be found on the Office of Grants and Local Services web site at [www.parks.ca.gov](http://www.parks.ca.gov), click on "Grants" and then "Staff Contacts".**