

# Fish Barrier Removal Board Initial Match Guidance

---

## Match Requirements [RCW 77.95.170]

The grant program shall require a minimum dollar match rate that is consistent with the funding authority's criteria. If no funding match is specified, a match amount of at least twenty-five percent per project is required. For local, private, and volunteer projects, in-kind contributions may be counted toward the match requirement.

## Match Specifications

- Match requirements are subject to change after the 17/19 biennium at the discretion of the Fish Barrier Removal Board.
- For the initial competitive grant round (17/19 BN), the required match must equate to a minimum of 15% of the funding request. For phased projects, 15% match is required per phase/contract. For example, a design-only contract requires 15% match.
- Matching resources may include cash, bond funds, grants (unless prohibited by the funding authority), in-kind labor, equipment/materials.

## Match Certification Credit

The preference of the Fish Barrier Removal Board is for the project sponsor to provide a 15% match described above. However, the board recognizes that under certain circumstances a project match may be a hardship for the project sponsor. A match certification credit may be used to meet the spirit of providing matching resources and help increase coordination within a watershed (at a HUC 10 scale).

An eligible match certification credit is defined as one of the following:

1. ***Another fish passage barrier removal within the same watershed*** – Another fish passage barrier removal within the same watershed by the same sponsor or another entity may be used as match for Fish Barrier Removal Board funding if the following criteria are met:
  - a. The matching project was not funded by the Fish Barrier Removal Board or previously used as match.
  - b. The matching project must be congruently under contract (construction or grant) with the FBRB contract or have been constructed within the previous four years from the time FBRB funds become available (July 1, 2017).
  - c. If already constructed, the matching project must be 100% passable per WDFW barrier assessment guidelines.

- d. Eligible matching projects include design work, feasibility studies and other activities that are specific to a particular barrier removal. Watershed inventory, assessment and prioritization efforts are not eligible to use as match.
- 2. **Project Sponsor Hardship** – The project sponsor is not able to meet the minimum 15% match and there are no other fish passage barrier removal projects within the watershed that can be used as match.

The Fish Barrier Removal Board will review match eligibility for all proposed projects and may approve or deny match eligibility on a case-by-case basis. The Fish Barrier Removal Board will track match sources to avoid double matching. To apply for a match certification credit, the project sponsor must submit the appropriate materials, identified below, to:

Fish Barrier Removal Board  
c/o WDFW Fish Passage Division  
600 Capitol Way N.  
Olympia, WA 98501

- 1. If applying to use ***Another fish passage barrier removal within the same watershed as match***, submit the following materials:
  - a. Completed Match Certification Credit Form (plus attachments listed below)
    - i. A letter from the sponsor or owner removing the barrier (e.g., state, county, city, forest landowner, RFEQ or CD) certifying the matching project is either under contract (construction or grant), included on a public works list and in the design or permitting phase, or a grant application is in the process of being awarded to remove the barrier. The letter must be signed by someone with signature authority within the organization.
    - ii. Submit a map and description of the project.
    - iii. Provide photos of the site.
    - iv. Provide barrier assessment information, when and who conducted the survey.
    - v. Provide a preliminary design, final design, or as-built drawings.
    - vi. Estimated or final cost of the project and completion date with supporting documentation.
    - vii. Must certify that the match is not being used or will be used for any other project.
- 2. If applying for **Project Sponsor Hardship**, submit the following materials:
  - a. Completed Match Certification Form (plus attachments listed below)
    - i. Provide a statement describing the match amount (or percentage) your organization can commit. Please detail the type of match and dollar or in-kind value.
    - ii. Explain the resources that have been investigated for potential match
    - iii. Explain the organizational hardship