

**Commercial Fishing Industry Improvement Fund Grant Application & Instructions**

Project Proposals must be submitted using the format of this form and, at a minimum, must contain all of the following items (A, B, C, D, E). Fields marked with an asterisk (\*) are required. Submit this page as your required -

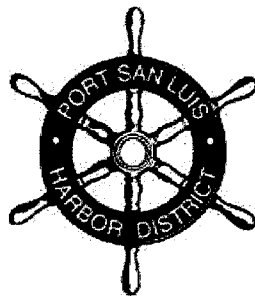
**Project Proposal Cover Sheet.**

**A. Project Information**

<p>1. Project Title * <i>Give your project a name we can use to easily reference it</i></p>	<p>Commercial Fishing Gear Storage Relocation</p>
<p>2. Project Location Description * <i>List the county, municipalities, etc. in which you will conduct project</i></p>	<p>Port San Luis - Harbor Terrace Avila Beach, CA</p>
<p>3. Grant Amount Requested *</p>	<p>\$60,000</p>
<p>4. Projected Project Start Date *</p>	<p>August 2018</p>
<p>5. Projected Project End Date *</p>	<p>December 2019</p>
<p>6. Project Description * <i>Provide a brief summary description of the project. Limit to 300 characters</i></p>	<p>Site improvements and relocation of containers and enclosures to new gear storage location</p>

**B. Applicant Information**

<p>1. Name/Organization *</p>	<p>Port San Luis Harbor District</p>
<p>2. Address * City * State * Zip *</p>	<p>PO Box 249 Avila Beach, CA 93424</p>
<p>3. Type of Entity *</p>	<p>Special District / Local Government</p>
<p>4. Primary Contact *</p>	<p>Chris Munson</p>
<p>5. Phone * &amp; Email *</p>	<p>805-595-5431</p>



### **Summary Information:**

Port San Luis Harbor District – Commercial Fishing Gear Storage Relocation

#### **C. Project Definition:**

With the development of Harbor Terrace, the commercial fishing gear storage will need to be moved to its new location. The new location will be graded, but undeveloped. The site will need to be improved, and the storage containers and fencing will need to be moved and installed. This grant will help the commercial fishermen and Harbor District cover these costs.

- 1. The Total Project Cost is \$75,000-125,000 (Estimate).** Grant Request: \$60,000 - for site improvements and moving the containers and fencing. The Harbor District will support the project by providing labor, equipment use, and administration. The exact cost is unknown, any grant money not used will be returned.
- 2.** The planning stages of the project will take place soon after funding. The project work will likely take place late in 2018 or early 2019.
- 3.** The Facilities Manager, Facilities Supervisor, and Planner will oversee the planning and administration of the project. Some aspects of planning may be contracted out. When the plans are approved, the District's Facilities Department will provide labor and equipment to prepare the site and aid in the transition. The Facilities Manager and Facilities Supervisor may hire contractors to complete the work beyond the Harbor's capabilities. The Planner, Accountant, and Bookkeeper will budget, acquire materials, and close out the project.
- 4.** The skills and experience of the project organizers and Port San Luis Harbor District Staff include; Facilities Manager (currently vacant), Facilities Supervisor Robiy Ellison, Planner Chris Munson, and various Facilities Department staff. The Facilities Department staff has extensive experience with heavy equipment and earthwork. The District may contract out work beyond in-house capabilities.
- 5.** The improved site and the successful transfer of containers and enclosures will signify project completion. A written summary and pictures of the improvements accomplished can be presented to the committee.
- 6.** The local commercial fishing industry will directly benefit by the improvements and relocation of the Commercial Fishing Gear Storage area. All of the gear storage areas at Port San Luis need to be moved prior the development. By relocating and

enhancing the storage areas, it will continue to be a valuable asset to the local fishing industry. Consequently, this project will be a benefit to the local economy.

**D. Project Plan:**

- **Planning (labor):** Project management and initial planning will be conducted in-house.
- **Site Improvements (materials and labor):** The site will need to be developed to ensure proper drainage and to prevent erosion and wear from vehicles. This will likely include paving portions of the area or using a more durable base than what is present after grading. Storage areas will also need some preparation.
- **Site Transition (materials and labor):** The containers and fence enclosures will need to be transferred to the new site. Parts of this will likely be contracted out.
- **Project Close-Out (labor) –** The accounting department and Planner will ensure contract, regulatory, and grant agreement compliance.

**E. Financial Schedule:**

When the project is complete, the Harbor will request funds from the *Commercial Fishing Industry Improvement Fund*. The Harbor District will submit a complete accounting and invoices on completion, along with a request for reimbursement. The Harbor District will compensate contractors for materials and/or services after they have been delivered or completed.

**The Grant Request is \$60,000.** The total project cost is estimated to be \$75,000 to \$125,000. The granted \$60,000 will go toward materials and contracted portions of the project. The Harbor District will provide labor, equipment use, and administration for work that can be completed in-house. There will be no capital purchases, such as computers, travel or other subsistence expenses for this project.