

National Coastal Wetlands Conservation Grant Program

Schedule for 2016 Application Review Process

Regional Office Schedule	Headquarters Schedule
	January 2014 – The 2015 Program Announcement and request for applications is posted to <i>www.Grants.gov</i> and the U.S. Fish and Wildlife Service (FWS) website.
February 2015 – Regional Wildlife and Sport Fish Restoration Program (WSFR) staff contact states to request applications and provide guidance.	
	June 2015 – The Director sends a memo to Regional Directors requesting nominees for a National Panel to review the 2016 applications.
June 26, 2015 – Regional WSFR offices receive the state applications until 4:00 p.m. local time deadline. Late applications are ineligible.	
June 29 – July 31, 2015 – Regional WSFR offices screen each application for substantiality and eligibility. Ineligible applications are returned to the state. They may not be resubmitted after June 26, 2015.	
	August 1, 2015 – The 2016 applications are downloaded from Grants.gov and uploaded to a Sharepoint site where they can be accessed by the National Review Panel for review and preliminary scoring.
	October, 2015 – The National Program Coordinators convene a face-to-face to score and rank the 2016 applications.
	November 2015 – Coastal Program staff prepares the 2016 award recommendations and supporting documentation for the Director.
	November 2015 – A final estimate of available funds in 2016 is provided by WSFR.
	December 2015 – The ANWR and AWSR review and approve the 2016 award recommendations and forward them to the Director for approval.
	December 2015 – January 2016 – The Director approves the 2016 award recommendations with or without changes and the awards are announced on the FWS website.