**PROJECT PROPOSAL FORM**

Background

We recommend that any project proponent for an Atlantic salmon related project bring forward project ideas to the appropriate SHRU (Salmon Habitat Recovery Unit) Coordinating Committee. The purpose is to keep SHRU teams informed of Atlantic salmon related projects that are planned for their SHRU, and identify any possible conflicts with other projects within the SHRU. SHRU teams plan and coordinate Atlantic salmon conservation and recovery efforts in each of the three SHRUs. The SHRU team’s Coordinating Committees represent NOAA-Fisheries, USFWS, MEDMR and PIN, and are responsible for carrying out reviews of Atlantic salmon project proposals within their SHRU. The Coordinating Committees can solicit individual expertise in carrying out the review when it is needed, though it is the coordinating committee that will formulate any response back to the project proponent. SHRU teams do not “approve” or “deny” a project proposal, but rather provide comments, feedback or recommendations that should be considered by the project proponent. The decision to approve or deny a project falls to the respective agency authorities that issue the permits necessary for the project to proceed; it is expected that those agency decisions will be informed by the SHRU Team review of the project proposal.

The SHRU teams will have 30 days to review and provide feedback on a proposal. If a project proponent receives no feedback within 30 days it will be implied that the team is indifferent towards the project.

The project proponent must use the attached template and submit the proposal to the appropriate SHRU Team chair. If a project cannot be assigned to a specific SHRU, the proposal review will be handled by the implementation team (IT), and the proposal should be sent to the ITs administrative coordinator. Any questions about who to submit a proposal to should be discussed with the administrative coordinator.

**Contact Information:**

Downeast SHRU: Ernie Atkinson [Ernie.Atkinson@maine.gov](mailto:Ernie.Atkinson@maine.gov)

Merrymeeting Bay SHRU: Paul Christman [Paul.Christman@maine.gov](mailto:Paul.Christman@maine.gov)

Penobscot Bay SHRU: Anna Harris [Anna\_Harris@fws.gov](mailto:Anna_Harris@fws.gov)

Meredith Bartron [meredith\_bartron@fws.gov](mailto:meredith_bartron@fws.gov)

Implementation Team

Administrative Coordinator Dan Kircheis [dan.kircheis@noaa.gov](mailto:dan.kircheis@noaa.gov)

**PROJECT PROPOSAL TEMPLATE**

**PROJECT NAME:**

**PROJECT PROPONENT:** **[identify the primary point of contact for any questions on the proposal, with phone, email address, and affiliation]**

**PARTNERS: [list any partners involved in proposal development or implementation including name and affiliation. Please note any partners involved in developing the proposal]**

**SHRU: [identify the SHRU where the project would take place or that would be affected by the project]**

**GEOGRAPHIC AREA/RIVER: [provide information on the planned location for the project to take place, maps can be attached to the template]**

**PROJECT NARRATIVE (500 words or less):** **[brief explanation of the proposal with a focus on when, where, and how the activity would take place]**

**GOAL (expected outcome when the project is finished):** **[brief explanation of the anticipated outcome of the project including identification of information that the project is designed to provide. Identify any links to the activities identified in the 2019 Recovery Plan, SHRU work plans, or other relevant management plan or regulatory document.]**

**TIMELINE: [start and end date for the project and any intervening milestones]**

**FISH RESOURCE NEEDS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Lifestage** | **Stock/Source** | **Number** | **Needed by…** |
| ***Example: Smolts*** | ***Penobscot*** | ***100*** | ***May 2022*** |
|  |  |  |  |
|  |  |  |  |

**IDENTIFY ANY PROPOSED MARKS/TAGS NEEDED TO CARRY OUT THE PROJECT:**

**FEDERAL/STATE RESOURCE NEEDS: [identify any resources that are needed from any state of federal agency to support the proposal – this should include staff time, equipment, funding, supplies, etc. This should include a note as to whether a commitment from that agency to support the request has been obtained and a note as to the implications to the proposal if such support can not be obtained]**

**LIST OF ANTICIPATED PERMITS, AUTHORIZATIONS OR OTHER REQUIREMENTS:** **[list any permits, authorizations, or approvals that are required before the project can take place including the date of actual or pending application and which agency or organization is responsible for that permit, authorization, or approval]**

**SHRU TEAM FEEDBACK (To be filled out by the SHRU Coordinating Committee):**