



Resources and Frequently Asked Questions



Project Advancement Grants Resources

California Council of Land Trusts Website

<https://calandtrusts.org/>

Pathways to 30x30 Strategy

<https://www.californianature.ca.gov/>

Natural and Working Lands Climate Smart Strategy

<https://resources.ca.gov/Initiatives/Expanding-Nature-Based-Solutions>

California Wildlife Conservation Board

<https://wcb.ca.gov/>

Frequently Asked Questions

1. Are there any changes between Round 1 and Round 2 Guidelines and Application?
Yes! There are several changes. We encourage you to read through the [Guidelines](#) closely. In summary, however, the following are the major changes between Round 1 and Round 2 Project Advancement Grants:
 - *CCLT has a total fund of \$1.725M to award*
 - *The maximum grantee budget amount is now **\$125,000***
 - *Applicants can now attach a map or photos to their application*
 - *Urban projects must clearly describe the biodiversity benefits of their projects*
 - *Funds cannot be used for stand-alone community education or training programs*
 - *The question about Grant Activities was eliminated as it was duplicative to the Project Work Plan*
 - *Other application questions have been revised for clarity or expanded*
 - *Ineligible costs have been expanded and clarified*
2. My organization has already received a (Capacity Building or Project Advancement) grant from CCLT. Can we still apply for Round 2 funding for a different project?
Yes, you may apply again whether you have previously received funding from CCLT.
3. How do I describe my project's location for capacity building? Or for a proposal that will cover multiple locations?
In this case, please use your organization's address, or similar organizational reference.



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4. Where can I find my State Senate and State Assembly District?
Go to the following website and enter your address to find both Senate and Assembly representatives. <https://findyourrep.legislature.ca.gov/>
5. How is a conservation land trust defined for eligibility requirements?
A conservation land trust is a nonprofit organization whose principal purpose and activity is the direct protection and/or stewardship of land and water resources and/or the preservation, protection, or enhancement of land in its natural, scenic, historical, agricultural, forested, or open-space condition or use. This purpose is reflected in its articles of incorporation, by-laws, and mission/purpose statement. More information about land trusts can be found in [CCLT's Membership Qualifications](#).
6. My project doesn't include partners. Can we apply on our own without partners?
Yes! Applications that do not include partnerships or collaborations are welcome and encouraged and will not be penalized in scoring.
7. For Partnership Proposals, if successful, must the partnering entity subcontract with the eligible land trust or can it contract directly with the California Council of Land Trusts?
There are several potential contracting arrangements for Partnership Proposals. Options will be discussed and evaluated during the grant agreement process if a project is recommended for funding.
8. What does "rolling deadline" for partnerships with Tribes or Tribal organizations and/or underserved community organizations mean?
CCLT understands that partnership building takes time, as does securing approvals from Tribal governments or from leadership in organizations with limited capacity. Therefore, CCLT can extend the deadline for the following specific applicants:
 - *Native-led Land Trusts*
 - *Land trusts partnered with a Tribe or Native-led organization*
 - *Land trusts partnered with a community organization that represents an underserved community*

CCLT has reserved 40% of available funding for partnerships with underserved community organizations or for Native-led land trusts or partnerships with Tribes or Native-led organizations.

To be as equitable as possible with this process, we are asking all applicants who will need additional time to contact the Program Director to alert us of your intent to apply no later than July 18, 2025 so that we can determine the interest in this reserved funding and discuss adjusted timelines.



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9. What is an underserved community organization?

A historical underserved community organization or California designated Severely Disadvantaged Community (SDAC) or Disadvantaged Community (DAC), can be defined and documented by using one of the following tools:

- Department of Water Resources Disadvantaged Community Mapping Tool (<https://gis.water.ca.gov/app/dacs/>)
- Cal Enviro Screen 4.0 (<https://experience.arcgis.com/experience/6b863505f9454cea802f4be0b4b49d62/>)

If you feel that none of these tools appropriately describes your organization and community, please reach out to the Program Director to discuss your specific scenario.

10. My organization does not have the capacity to apply for this grant program. Can you help us complete the application?

Yes! Please reach out directly to the Program Director for assistance.

Karin Winters, Program Director, California Council of Land Trusts

E-mail: grants@calandtrusts.org

Phone: 916-497-0272

Book a meeting: [Book time with Karin Winters: CCLT Project Advancement Grant Round 2 Discussion](#)

11. Do I have to contact CCLT before I apply?

We strongly encourage all applicants to contact the Program Director at least once before applying to discuss your proposal. If you intend to apply under the “rolling deadline” you must contact the Program Director by July 18, 2025.

12. I am trying to establish relationships with my local community or tribal

organization, but we do not have a specific project in-mind. We just need time and resources to spend more time building trust. Can I apply for funds under this program?

Project Implementation Grants, funded by the Wildlife Conservation Board, are focused on project development, transactions, and implementation for new or additional projects related to the goals of 30x30 or NWLCCS. They cannot be used for relationship building.

13. My project is not an acquisition project, nor am I applying for additional grant funds. How can I “leverage” this grant in other ways?

We strongly encourage all applicants to consider and describe both the direct and the indirect benefits that these grant funds may provide to your organization. Think expansively throughout your organization and your community.

- *What outcomes will your project lead to?*



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- *How many community partnerships will you be able to build?*
 - *Of those partnerships, how many are underserved or disadvantaged?*
 - *What other funding – in kind or \$\$ - will you be able to access when you have more capacity?*
 - *What other funding will you be able to access through your partnerships?*
 - *What planning processes will lead to future expansion or capacity?*
 - *What new grant applications will you be able to access?*
 - *Will a new staff person or consultant free up existing staff to do more or different work? In what ways?*
 - *How will these funds ripple through your organization and community?*
12. Is the land trust allowed to receive an administrative fee from the grant?
Yes, land trusts can receive up to 10% indirect or administrative overhead under this program. This rate must be included within your budget.
13. In the Building and Sustaining Partnerships section it says, "The partners should submit a joint proposal." Can you explain the joint proposal process more?
A joint proposal is just one project proposal co-developed between partners. It should be submitted only once by the lead land trust applicant.
14. Are fringe benefits considered part of direct costs?
Fringe benefits for staff should be included in the staff rate in your budget. The rates for staff should be the fully burdened cost of staff. In addition, you may include an administrative overhead or indirect rate in your overall budget.
15. Can we add maps and additional documents to help tell our story?
Yes! You may add a single page PDF file that includes a map and/or photos.
16. Can you share more about the structure of the reimbursement grant? Specifically, when a task is invoiced, how long does it take for an organization to receive reimbursement? Where/when do we apply for the 25% advanced payment? Is this awarded on a limited basis as an exception to the normal arrear's payment process?
All grant recipients will be eligible for up to 25% advance funding. Beyond the initial advance, we anticipate that reimbursement will be quarterly and will be within 60-75 days of receipt of invoice (less a 10% retainer, if necessary). If this delay puts a burden on your organization, we will work with each recipient one on one to determine the most equitable structure for payment within the confines of our funding.
17. I know sometimes urban projects can be excluded from conservation land and working lands opportunities. I'm wondering if that's the case here?
Urban projects are not excluded from this funding, if you can explain the biodiversity benefits of your project and directly relate your project to the goals of 30x30 and/or NWLCCS.



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18. Will grant awards be solely based on scoring or will they also take into consideration supporting all regions of California?
Grant awards will be based on both scoring and other criteria related to CCLT's overall goals around geographic representation, equity, and focus areas.
19. The guidelines and website say that "Funding is limited and will be provided as applications are received and evaluated." Does this mean I need to drop all my work and get my application in as soon as possible?
No. Applications are due August 1, 2025 except for those eligible for the rolling deadline. No application will be evaluated prior to August 1, 2025. This statement only refers to applications received after the grant due date that are eligible for the rolling deadline for Native-led land trusts or partnerships with Tribes, Native-organizations or underserved community organizations.
20. Are funds for appraisals, environmental assessments, and due diligence available?
Yes!
21. Is there a potential for a longer grant agreement period than one year? Are extensions available?
No. All projects must be completed by October 31, 2026
22. If the project is longer than a year but this grant is to help with due diligence done within a year, does that work?
Yes.
23. Would Strategic conservation planning be eligible? Can multiple activities be funded? I.e. strategic planning + due diligence?
Yes. And Yes. Multiple activities can be funded if the overall budget is lower than the maximum allowed budget of \$125,000. However, your proposal will be more competitive if the activities are inter-related, benefiting a mutual goal. CCLT reserves the right to only fund one activity.
24. When we invoice does it have show how much time/expenses are applied to each task identified broken out as line items?
Yes. So please keep your Tasks simple and straightforward, as all invoicing and reporting will need to be done on a task-by-task basis, and your budget and Work Plans that outline your tasks will be incorporated as part of your contract.
25. How does the reimbursement process work? Are all line items, including labor for outside vendors and materials, going to be invoiced?
Yes, all line items must be invoiced for reimbursement.



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26. Does this grant cover easement and fee simple title acquisitions?
This grant can cover the due diligence costs for both easement and fee simple acquisitions but cannot cover the actual cost of the acquisitions, nor option payments for such projects.
27. Is there a standard rate to apply to in kind volunteer work?
Yes, \$40.14 per hour per <https://independentsector.org/resource/value-of-volunteer-time/>
28. How much time should we budget for project management?
You should budget at least 2 hours each quarter for cohort meetings. You should also budget an appropriate amount of time to develop ~1 page report on grant progress, complete a corresponding quarterly task-based invoice, meet with the program director, and complete a more in-depth final report.
29. How do I access the Work Plan and Budget Worksheets templates?
*On the [grant application page](#), you will click on the orange highlighted text **Work Plan, Budget Worksheet A, and Worksheet B**, which will open up a Google Sheet with three tabs or worksheets. You can download those sheets in your preferred file format by clicking on File >> Download. If you cannot download these files, please email us and we can provide them to you.*
30. Can I include the cost of computer software or hardware as a line item in my budget?
If you are proposing to hire new staff as part of your project, you may include appropriate computer hardware as a line item.
- Software costs or licenses are not eligible as a line item but should be included as part of your administrative overhead rate.*
31. Is this the final round of funding?
We anticipate that we will award the remainder of our existing funds through this Second Round. However, CCLT is currently working on securing additional funding to continue this critical funding program for land trusts.
32. Can I include funding to attend LTA Rally or CCLT Conference?
Alas, no.

This document will be updated frequently as more questions arise.

5/8/25