The Project Narrative must include a detailed description of the proposed activities, as well as goals and objectives of the proposed activities and provide sufficient detail so that reviewers will be able to evaluate the proposal against each of the screening criteria, scoring scale, and the technical evaluation criteria. This narrative should concisely address each of the five sections below using the headings provided. The narrative should be written in straightforward language and be formatted using 11-point Arial font and 1” margins. Please scale your proposal narrative to the complexity of your project.

Proposals should avoid the use of technical or discipline-specific jargon. Spell out any acronyms that are not universally understood.

1. Project Overview – Describe what the proposed project intends to do. Describe the purpose, aims, and objectives of the activities described in the proposed scope of work. As applicable, include:
	* Identify which project group this proposal falls into. You may submit more than one application, to either the same group or different groups. If a project falls within more than one group, the applicant must identify one Primary Group and may indicate one or more Secondary Group(s) if applicable. A description and examples of each group can be found in Section II of this solicitation.
	* How specified objectives will allow the tribe to better understand and implement its climate and energy plans.
	* How the project addresses challenging issues, and plans to tackle anticipated problems or barriers to move towards solutions.
2. Statement of Need or Benefit - A clear, detailed justification statement that identifies the need and/or value of the proposal. This statement should, at a minimum:
	* Identify the need and/or value of the proposal, as well as justification for the need and/or value of each of the technical tasks or activities proposed.
	* Identify how a California Native American tribe(s) will be the primary beneficiary of this project.
	* Reflect the tribe’s goals as stated in its current planning or policy documents.
	* Reflect the priorities and needs of the tribe.
	* Identify and discuss any benefits of the proposed planning activities and who or what will receive those benefits.
	* Identify whether the tribe contains or constitutes a community that is vulnerable to wildfire, sea-level rise, or other climate-change impacts.
	* If the proposal is for a collaborative grant, demonstrates how the project would benefit each participating tribe.
3. Climate, Resilience, and Energy Goals – A brief discussion about how the proposed project aligns with **one or more** overall goals of California’s Fifth Climate Assessment and the Tribal Research Program as listed below.
	* Supports the broader Fifth Climate Assessment goals. Applicants are only required to align with one sub-bullet below, but are encouraged to align with more, if applicable.
		+ Produce actionable science and data, specific to California, that depict current and future climate change impacts and trends.
		+ Conduct and compile original research—informed by foundational climate projections—that supports climate resilient policy and practice in California.
		+ Translate climate projections, data, and research into regionally and topically specific products with the primary audience of local and regional decision-makers and State agencies to guide climate resilient planning, investments, and implementation.
		+ Support tribally led processes to address California Native American tribes’ research needs and questions related to climate change.
	* Contributes to the Fifth Climate Assessment reports. This may include regional, topical, or the Tribal and Indigenous Communities Report.
	* Demonstrates how the proposed project would progress the tribe toward its current and future climate, resilience, and energy goals.
4. Methodology and/or Technical Approach – A brief discussion on tactics, practices and processes that will be employed to ensure successful outcomes for the proposed project. Include the following, as relevant:
	* Describe the technique, approach, and methods to be used in performing the work.
	* Discuss how tasks and activities will be performed and coordinated with various participants and team members.
	* Identify and discuss the critical factors for success, in addition to any anticipated risks, barriers, and limitations. Responses should convey strategies or plans that will be developed to address these factors.
	* Identify criteria that will be used to determine plan successes and failures.
5. Reporting Requirements – Describe the reporting methods that will be used to share project updates and progress. Include, at a minimum, the following:
	* Regular check-in calls and meetings. This is required so CEC staff may provide support, if needed (see Attachment 4 - Scope of Work).
	* Sharing of project deliverables. This is a built-in reporting aspect for the project (see Attachment 4 - Scope of Work).