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## SWCRPC Design/Implementation Block Grant – Round 1 Application

The Southern Windsor County Regional Planning Commission (SWCRPC) is administering a second block grant to support the design and implementation of clean water improvement and protection projects. Funding is provided by the Vermont Department of Environmental Conservation (VT DEC) Clean Water Initiative Program (CWIP). SWCRPC seeks proposals for preliminary engineering design, final engineering design, and construction of clean water projects. No local match is required under this program (with the exception of MS4 stormwater projects). VT DEC has imposed a mandate that 50% of the available funds under this program be used to support projects of less than \$20,000 in requested funds. Therefore, **applications in excess of \$20,000 in requested funds will not be eligible for the first round of funding.** A second grant round will be released as soon as possible following award of round 1 funds. Larger projects will be eligible under the second round.

RFP Issued ..... October 22, 2019

Application Due Date ..... December 10, 2019 by 4:30PM EST

Anticipated Notification of Award ..... January 1, 2020

**Program Eligibility:** Eligible projects must have a primary benefit of nutrient and/or sediment pollution abatement and must be listed in DEC's Watershed Projects Database (WPD). Further, projects must fall within one of the following sectors: Stormwater, rivers, lake shoreland, or forestry. For a more extensive list of eligibility requirements, please go to <https://www.swcrpc.org/design-implementation-block-grant/>. Please note that planning, assessment, monitoring, education/outreach, etc. projects are NOT eligible for funding under this program. Eligible project phases include preliminary (30%) engineering design, final (100%) engineering design, and implementation (construction).

**Selection Criteria:** Evaluation and selection of applications will consider, but may not be limited to:

1. Overall anticipated sediment/nutrient load reductions
2. Targets impaired or stressed waters
3. Aids in TMDL implementation
4. Listed as a high priority in an assessment or plan
5. Biomonitoring data suggests a need for the project
6. Cost effectiveness
7. Overall clarity and completeness of application
8. Inclusion of bid(s) or proposal(s) with application
9. Local or other eligible match funds

## APPLICATION

### I. Cover Page

1a. Applicant Organization Name:

1b. Organization Type:

2a. Mailing Address:

2b. Town:

2c. State:

2d. Zip Code:

3a. Point of Contact Name:

3b. Title:

3c. Phone:

3d. Email:

### Project Information

4. Project Title:

5. Watershed Projects Database ID Number:

6a. Project Location Town:

6b. Land Owner Type:

7. Project Location Watershed:

8. Center Point of project Lat/Long:                      °N,                      °W

9. Project Type:

10a. Project Phase:

10b. Is this proposal the next phase of a previously awarded Clean Water Block Grant or Ecosystem Restoration Program project?

### Project Funding and Cost

11a. Total Project Cost (*excluding Program Delivery*):

11b. Funding Requested (*must be less than \$20,000*):

11c. Match Provided (*if applicable, otherwise enter 0*):

12. Program Delivery – **not to exceed 10% of requested funds** (*see budget worksheet for description of eligible PD expenses*):

13. Total Project Cost ( $11a+11b+11c+12$ ):

## **II. Project Summary:**

1. Project Description: Please provide a brief description of the project (*Describe the sediment/nutrient pollution issue, how it will be addressed, anticipated outcomes, and any other pertinent information that may demonstrate why the project is necessary*).

2. Water Quality Benefits (*Why is this project important in terms of magnitude of nutrient or sediment reduction? Is there an immediate need for this project? If possible, please quantify nutrient and/or sediment reduction potential.*)

### **III. Acknowledgement of Grant Milestone/Deliverables:**

I have read and understand the associated milestones and deliverables as outlined in the ***Design/Implementation Block Grant (Year 2 Pilot) Eligible Project Types, Standards, Milestones & Deliverables Spreadsheet*** associated with this project type and phase:

### **IV. Grant Performance Measures**

Performance Measures are standardized by Project Type and can be found in the ***Design/Implementation Block Grant (Year 2 Pilot) Eligible Project Types, Standards, Milestones & Deliverables Spreadsheet***. Choose the appropriate performance measure(s) from this table and based on your project type and project phase. Enter the quantitative value that will be achieved by this project:

Performance Measure 1:

Quantitative Value/Unit:

Performance Measure 2 (if applicable):

Quantitative Value/Unit:

### **V. Additional Application Materials to be submitted as a separate single PDF in the following order:**

#### **REQUIRED**

1. **Project Locator Map** (*See instructions for map format and markings*)
2. **Natural Resource Screening Worksheet** with attachments as one pdf (*Email correspondence from agencies for resolution of any YES responses must accompany this worksheet. Note reference to an email attachment in the Worksheet and attach as one PDF file with worksheet as cover*)
3. **Budget Template** (*must agree with figures on cover page*)

#### **OPTIONAL**

4. Match Commitment Confirmation (if applicable)
5. O&M Commitment Confirmation (will be required before sub-grant agreement)
6. Written landowner commitment to implement next project phase
7. Bid(s), Quote(s), or Proposal(s)
8. Site Photos

*All of the above documents and forms can be found and downloaded from <https://www.swcrpc.org/design-implementation-block-grant/>. Please send questions to [CWBG@swcrpc.org](mailto:CWBG@swcrpc.org) or call Chris Yurek or Cindy Ingersoll at 802-674-9201.*

Please submit completed application and supporting documentation to [CWBG@swcrpc.org](mailto:CWBG@swcrpc.org).

## **Design/Implementation Block Grant (Year 2 Pilot)**

### **Project Selection & Screening Guidance Document**

**Step 1:** Each project must have a watersheds project database number. If the project is not yet in the watersheds project database, the recipient must collaborate with their local basin planner to propose the project, have the basin planner review, enter information into the database and assign a watershed projects database number to that project. Once in the watersheds project database, the project will need to be added to the visual watersheds project explorer by the basin planner, this will require location information.

**Step 2:** Conduct preliminary project type eligibility screening:

- a. The project must have a primary purpose of improving water quality by reducing nutrient and/or sediment pollution.
- b. The project type is listed in the Design/Implementation Block Grant eligible project types, milestones and deliverables table. Please note: streambank erosion hazard mitigation projects, and culverts and other stream crossings are low priority for funding (to be considered they must restore stream equilibrium conditions).
- c. It has been identified and ranked in the watersheds project database.
- d. It was identified as a priority project in an assessment or plan.
- e. If the project is on private land: with respect to stormwater-related mitigation projects, DEC places municipal project proposals at a higher priority for funding than similar projects on private property. Stormwater mitigation projects on private land will need to:
  - Demonstrate that the project will address significant water quality concern;
  - Ensure that the project is not for achieving compliance with a state permit or state order; and
  - Include an operations and maintenance plan for the life of the project (a minimum of 10 years).
- f. The project is not eligible for this design/implementation block grant if it is:
  - A project that solely addresses flooding problems, drainage, and/or flood mitigation without addressing nutrient/sediment pollution;
  - A project whose primary benefit is aquatic organism passage (AOP);
  - An assessment project, including stormwater master planning;
  - A dam project;
  - A road project;
  - A river corridor easement or project involving land acquisition;
  - A riparian buffer project (unless part of a river corridor restoration or lake shoreland project);
  - A project related to compliance with Minimum Control Measures under the MS4 (Municipal Separate Storm Sewer System) General Permit; and
  - General education and outreach.
- g. If the project is a rivers project (see project types): Project must be discussed with and given initial approval by DEC Regional River Scientist, regardless of permitting needs.

**Step 3:** Coordinate with DEC staff to conduct natural resources screening (to be conducted at each project phase- 30% design, final design, implementation):

- a. Utilize the visual watersheds project explorer and natural resource screening tool to navigate to a project and screen for potential natural resource conflicts (to be used as guidance document, not a permit screening tool). Utilize the tool to determine which programs must be consulted (rivers, lakes, wetlands, stormwater, etc.). Contact information for the technical staff assigned to the project location is available through the natural resources screening tool (URL available upon finalization of the tool).
- b. Complete the Design/Implementation Year 2 Project Readiness Screening form to cross reference the technical staff required for natural resource screening review (save this form in the project files for final reporting).
- c. Contact applicable technical staff to have them review the project for natural resource impacts. Please send them the watersheds project database number, project readiness form, location and description of the project, and any other relevant information that will be utilized in their review.
- d. Obtain written documentation of the results of their findings (email meets this requirement). Responses much include “approval to proceed with the projects”, OR “approval with conditions to proceed with the project”, OR “denied approval to proceed”. Some eligible project types within the design/implementation block grant have additional eligibility screening requirements. Please see the eligible project types, milestones and deliverables table. This information must be included in the final project materials to be submitted to DEC (DEC will be spot checking to ensure compliance with this reporting requirement).
- e. Additionally, conduct your own review of the project to determine if it meets CWIP basic natural resources eligibility criteria, below.

<b>Degree of Impact to Natural Resource</b>	<b>Eligibility</b>
No impact; no permit necessary	Eligible for further evaluation
Project requires a non-reporting general permit from DEC	Eligible for further evaluation
Project may cause a temporary impact (during time of construction)	Eligible for further evaluation
Project achieves net water quality improvement, has minimized impacts but requires a state permit	Eligible for further evaluation
Combined Sewer Overflow projects that involve green stormwater infrastructure that may trigger a state stormwater permit to mitigate negative impacts	Eligible for further evaluation
New or expanded development that seeks funding for compliance with a state permit or state order to mitigate negative impacts	Not eligible
Project causes long-term impact (beyond time or construction) and cannot be permitted	Not eligible

## **Appendix 1: Project Locator Map Instructions**

All applicants, except for those submitting a proposal for a project identification/assessment project or equipment purchase, are required to submit a map of their project location using the Agency of Natural Resources (ANR) Natural Resources Atlas. The map will allow DEC to review projects in a standardized format, as well as screen for potential natural resource conflicts. All Ecosystem Restoration grant-funded projects must avoid impacts to natural resources, including floodplains, river corridors, wetlands, lake shorelands and buffer areas. Contact the Watershed Coordinator for your region with any questions about the project map and potential natural resource impacts. Watershed Coordinator contacts are found here: <http://dec.vermont.gov/sites/dec/files/wsm/mapp/docs/TBP%20Contacts%20Map.pdf>.

The following sections outline steps to create a locator map for your proposed project using pre-selected layers in the Natural Resources Atlas.

### **Step 1: Open the Natural Resources Atlas and Zoom to your project location**

1. Open the Vermont Natural Resources Atlas: <http://anrmaps.vermont.gov/websites/anra5/>

\*TIP: If you are new to using the ANR Atlas, here is the link to a great webinar on the Atlas features.

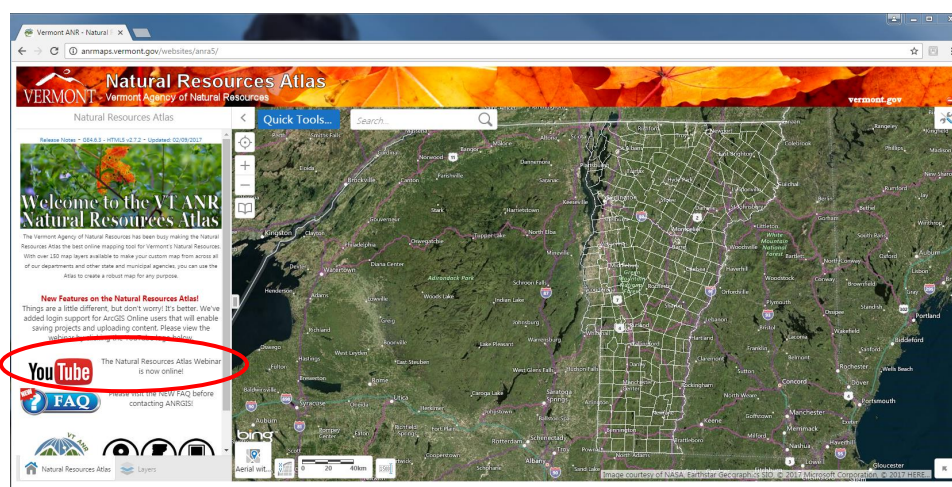


Figure 1. Homepage of Natural Resources Atlas



2. Zoom to your project's location using the "Quick Tools" button, "Zoom to a Town," or "Find an Address" tool; a stormwater mitigation project at the Cabot School in Cabot, VT is used as an example here

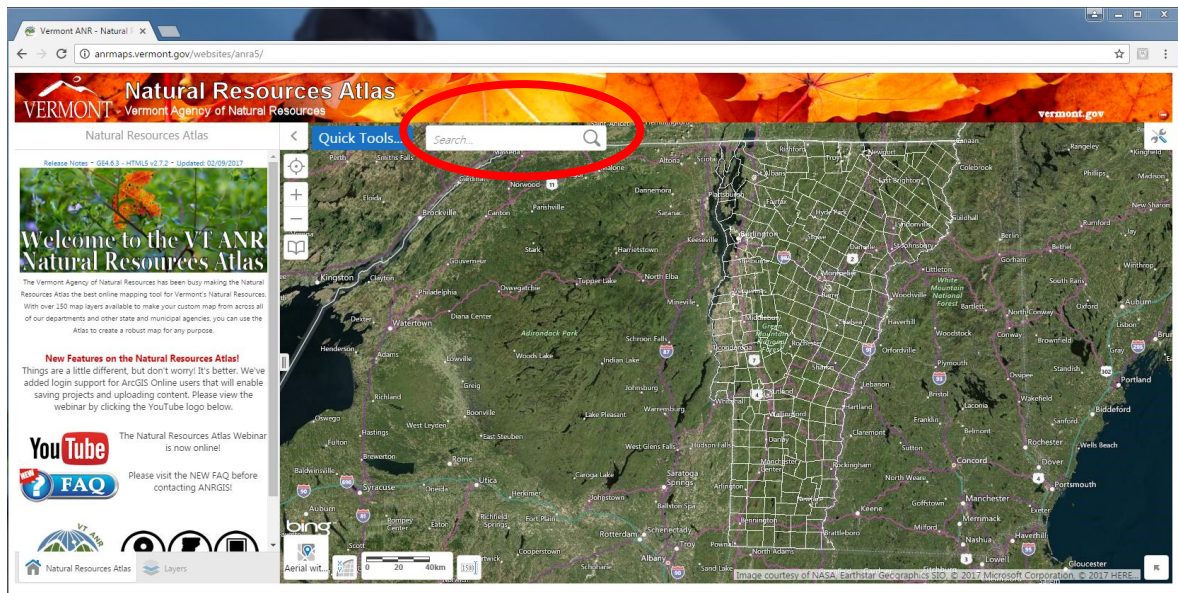


Figure 2. Quick Tools Button

**Step 2: Plot a point on your project's location**

1. Zoom in to the project's extent; Right-click on the project's location site

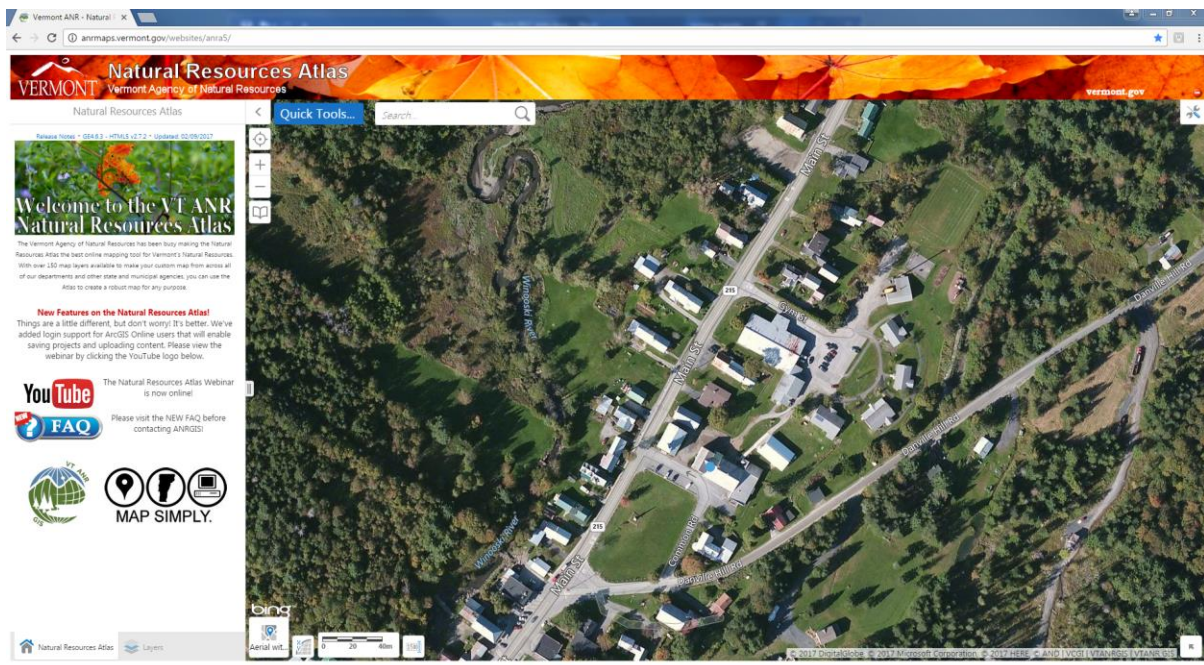


Figure 3. Zoom to project extent



2. Select the tool icon in the upper right corner of the map to display the tool bar

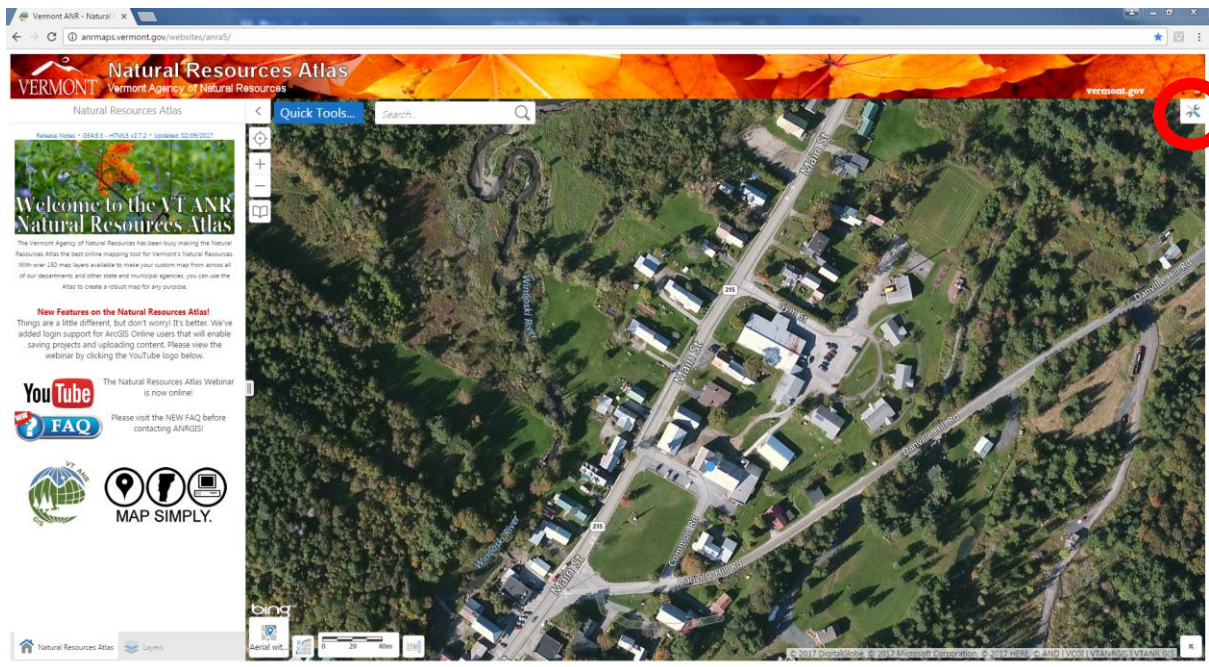


Figure 4. Right-Click Pop-up Display

3. Select the “Measurement” tab from the Atlas tool bar

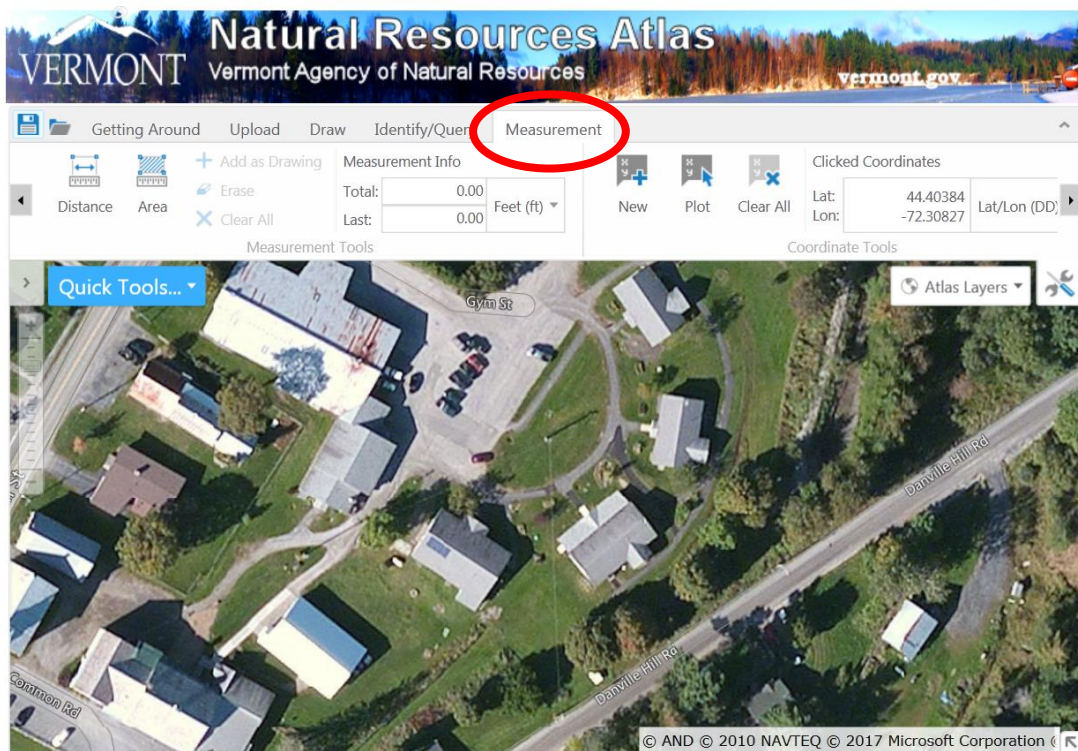


Figure 5. Measurement tool bar



- Plot your project location and coordinates by selecting the “Plot” button and clicking the project location on the map

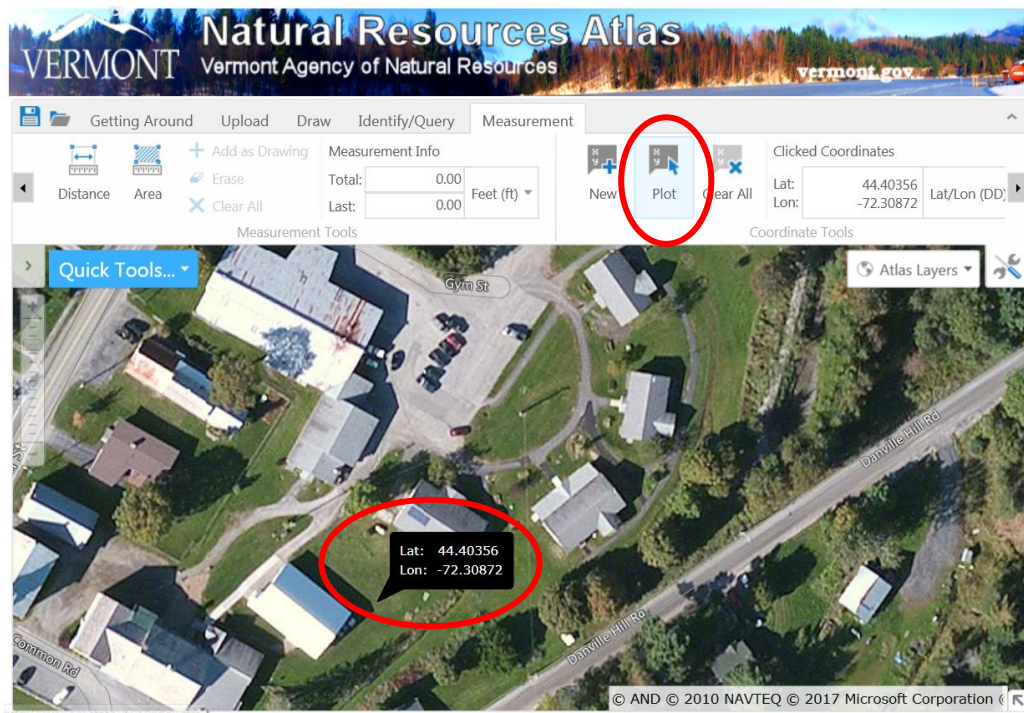


Figure 6. Measurement tool bar to plot coordinates

- If you already know the project coordinates, you may also select the “New” button and enter project the latitude and longitude to plot your project location

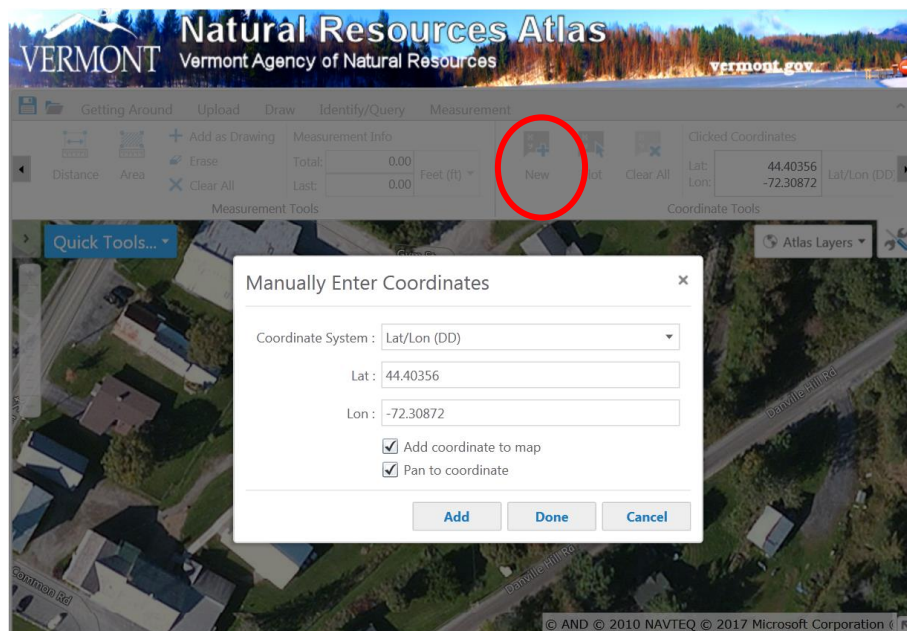


Figure 7. Measurement tool bar to manually enter project coordinates



6. Observe a point on the map with its corresponding coordinates

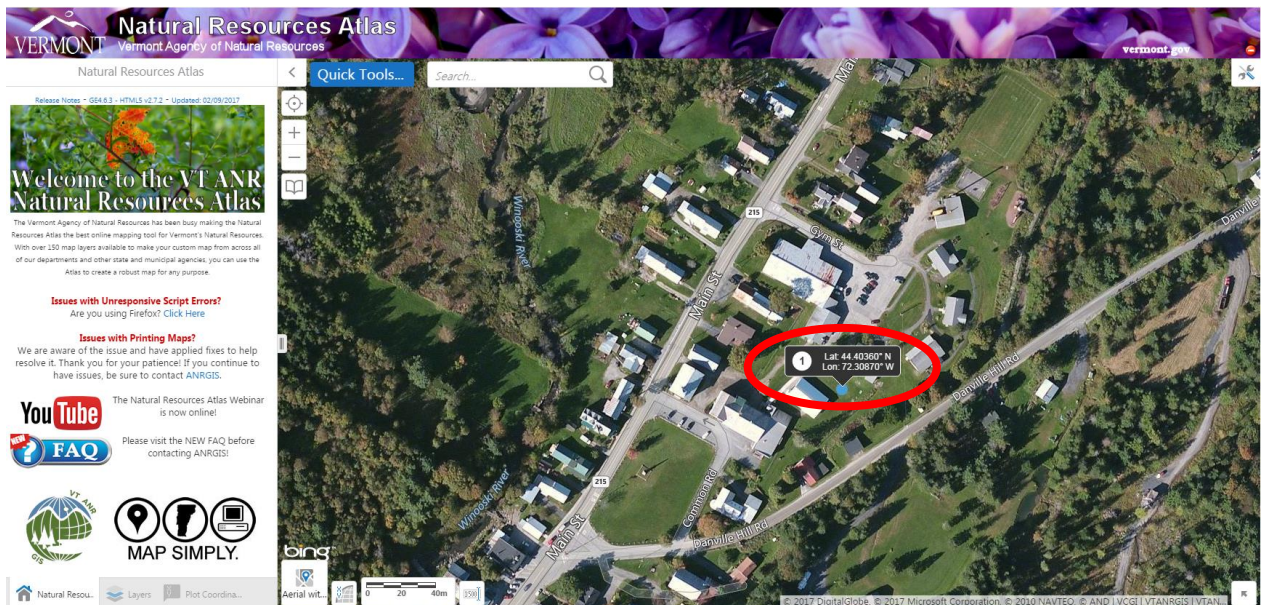


Figure 8. Locator Map

**Step 3: Add the Project Planning and Review Data Layers**

1. Click on the “Layers” tab at the bottom left hand corner of the screen



Figure 9. Layers tab location



- From the dropdown menu “Atlas Layers,” select the “Ecosystem Restoration Grant Screening” layer theme (located toward the bottom of the list)

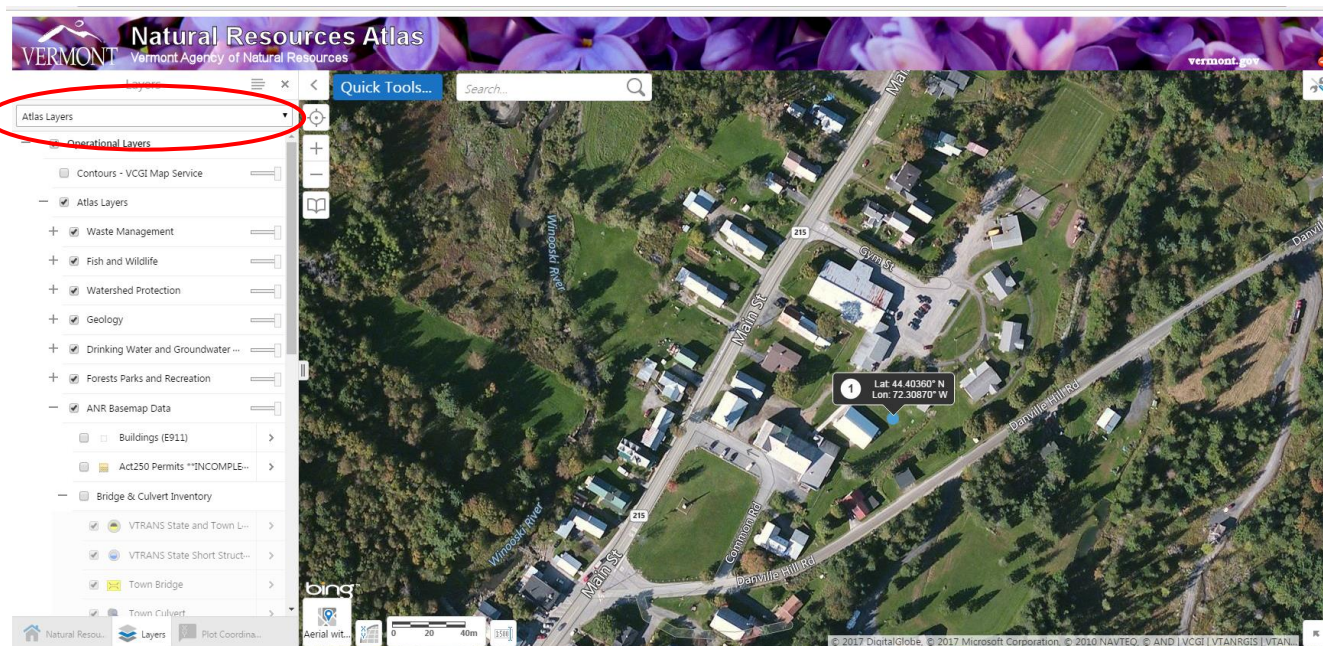


Figure 10. How to find the Ecosystem Restoration Grant Screening layer theme

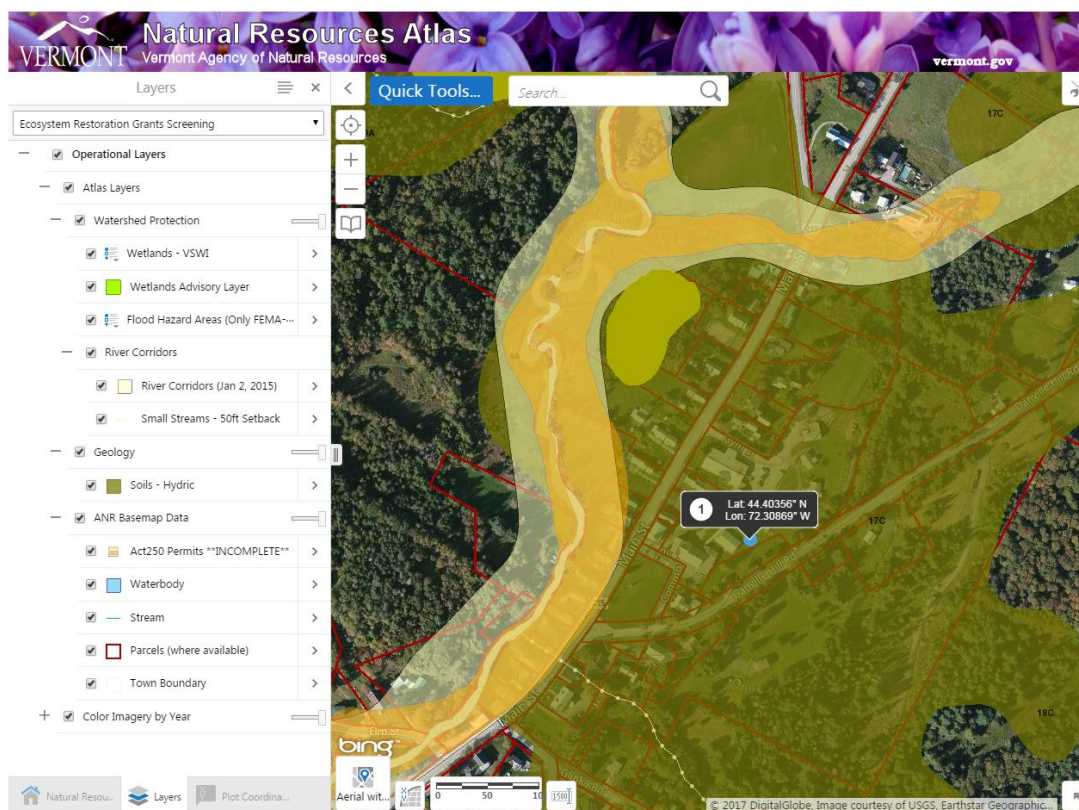


Figure 11. Project location with the Ecosystem Restoration Grant Screening layer theme turned on



**Step 4: Create a Printable Map of the Project Area**

1. Click on the “Toolbar” in the upper right hand corner of the map view. Be sure to capture the entire project area

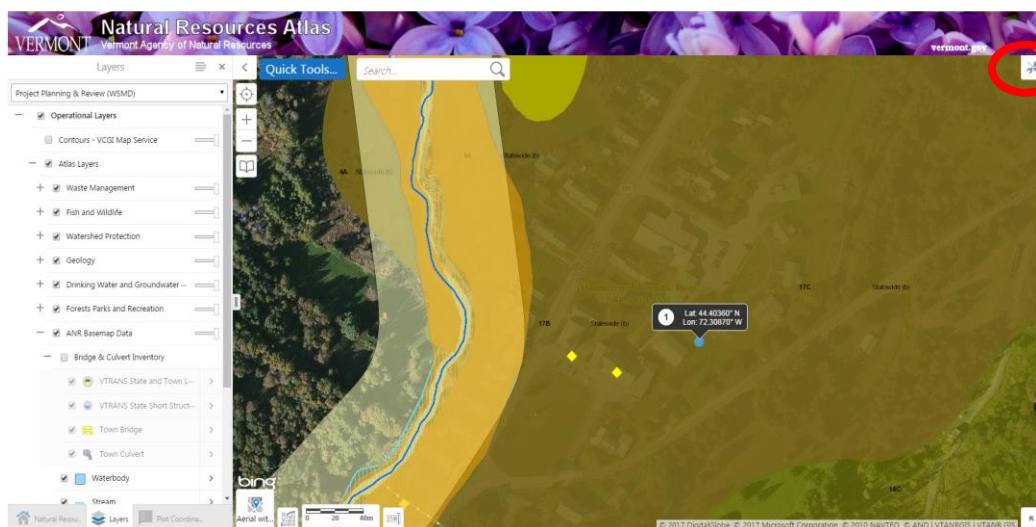
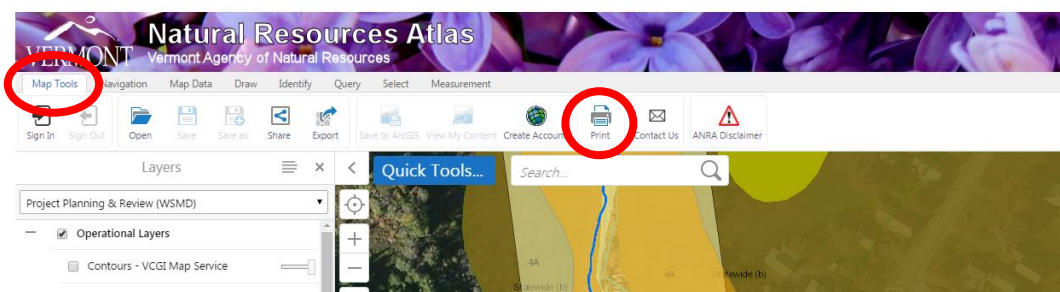


Figure 12. Location of toolbar

2. If using Chrome, select the “Map Tools” tab from the toolbar and select the “print” button  
If using Internet Explorer, select the “Getting Around” tab and select the “print map” button

**Chrome:**



**Internet Explorer:**

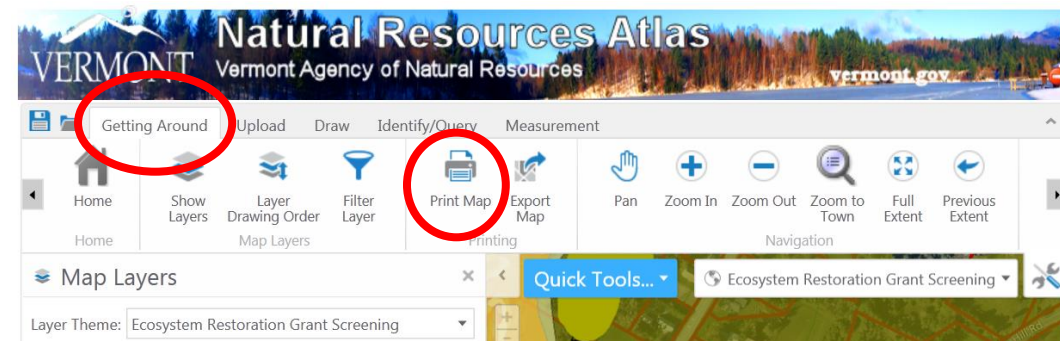


Figure 13. Print map tools



3. Next, you will see the 'Print Map' menu of options; keep all default settings (do not change layout, output format, resolution, grid, and map scale)
4. Add the title of your grant application in the "Title" box and any notes (if applicable)
5. Click "Print" to create a PDF of your project map

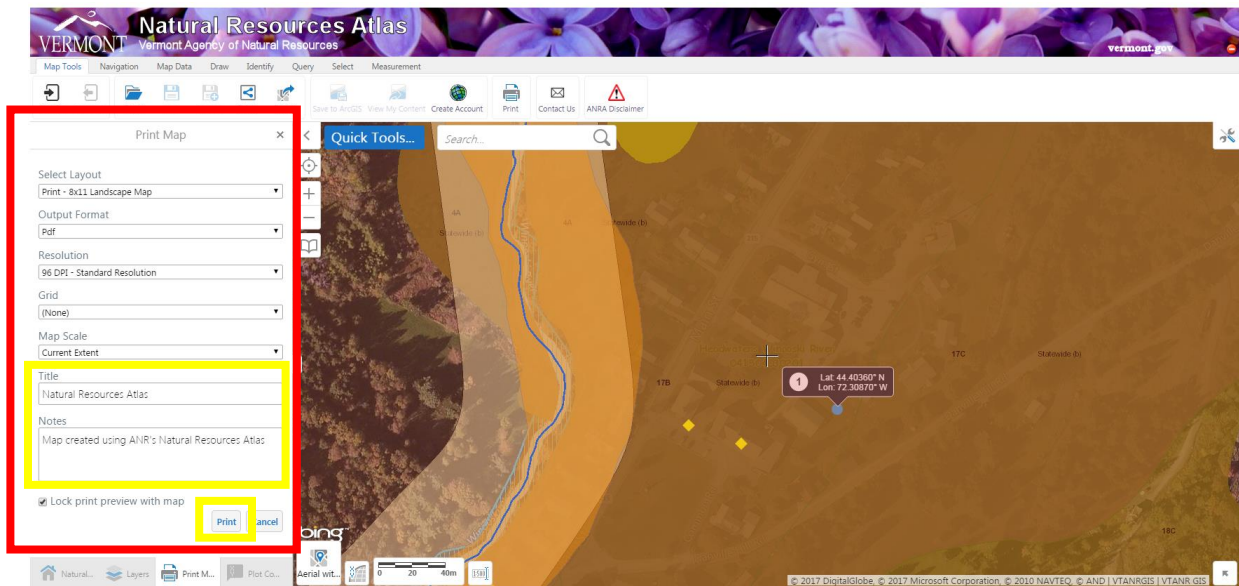
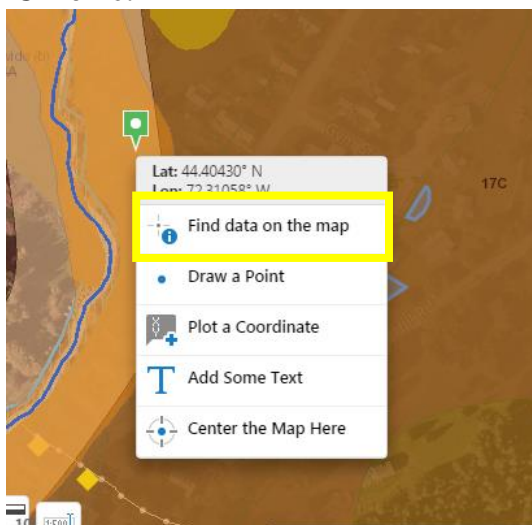


Figure 14. Print Map menu of options

**Step 5: Identify Potential Natural Resource Conflicts at the Project Site**

1. Right-clicking on the map will show you the following pop-up box  
If using Chrome, select "Find data on the map"  
If using Internet Explorer, select "What's Here"

**Chrome:**



**Internet Explorer:**

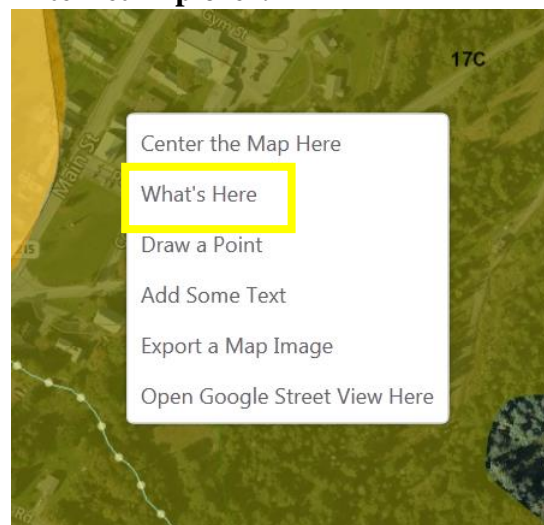


Figure 15. Finding data on the map to screen for potential natural resource conflicts

2. The “Find data on the map” (Chrome) and “What’s Here” (Internet Explorer) selections will generate a left-hand display of all layers that are in your project location

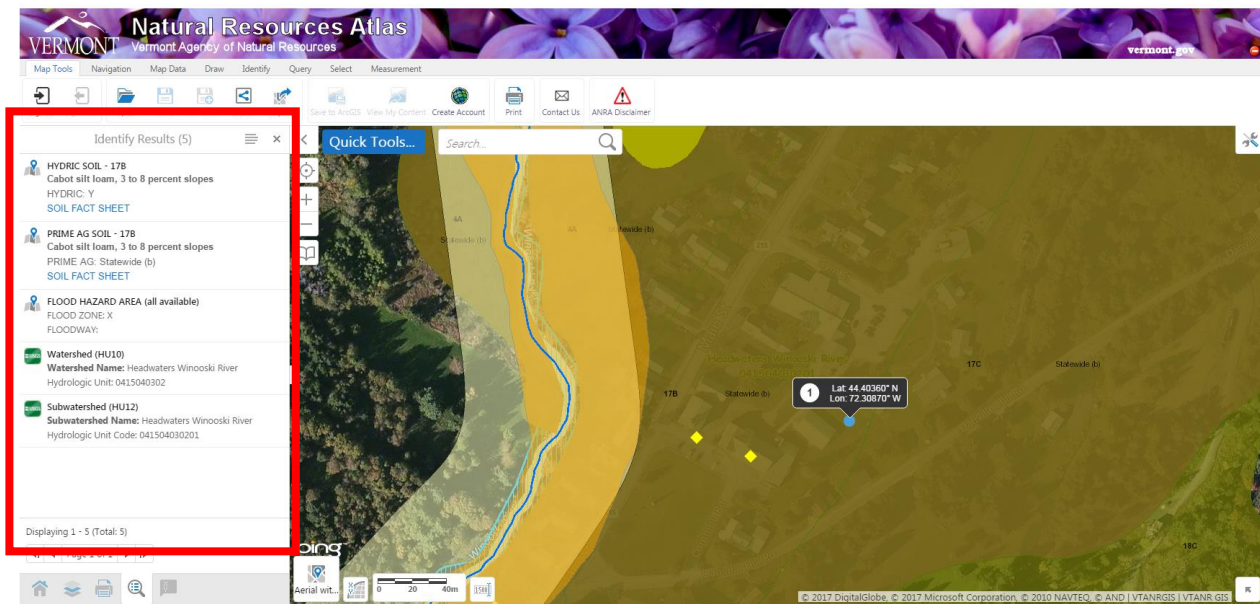


Figure 16. "Find data on the map" results window

3. Scroll through this listing to identify natural resource conflicts located near your project
4. If there are potential conflicts, discuss with the Watershed Coordinator and/or indicate in your application how you will address these potential conflicts