



c/o Chittenden County RPC
 110 West Canal Street, Suite 202
 Winooski, VT 05404

www.ccrpcvt.org/northern-lake-champlain-cwsp/

802-861-0133

ONGOING CALL FOR APPLICATIONS FOR CLEAN WATER PROJECTS (updated February 2024)

In the Northern Lake Champlain Direct Drainages Basin (Basin 5)

Introduction: The Chittenden County Regional Planning Commission (CCRPC), in its role as the Clean Water Service (CWSP) Provider for the Northern Lake Champlain Direct Drainages Basin (Basin 5) is accepting applications for funding for projects in Basin 5 that improve water quality. Projects must be in keeping with the vision set forth by Act 76, the Clean Water Service Delivery Act, and policies and guidance set forth by [the Vermont Department of Environmental Conservation](#) to implement the Act.

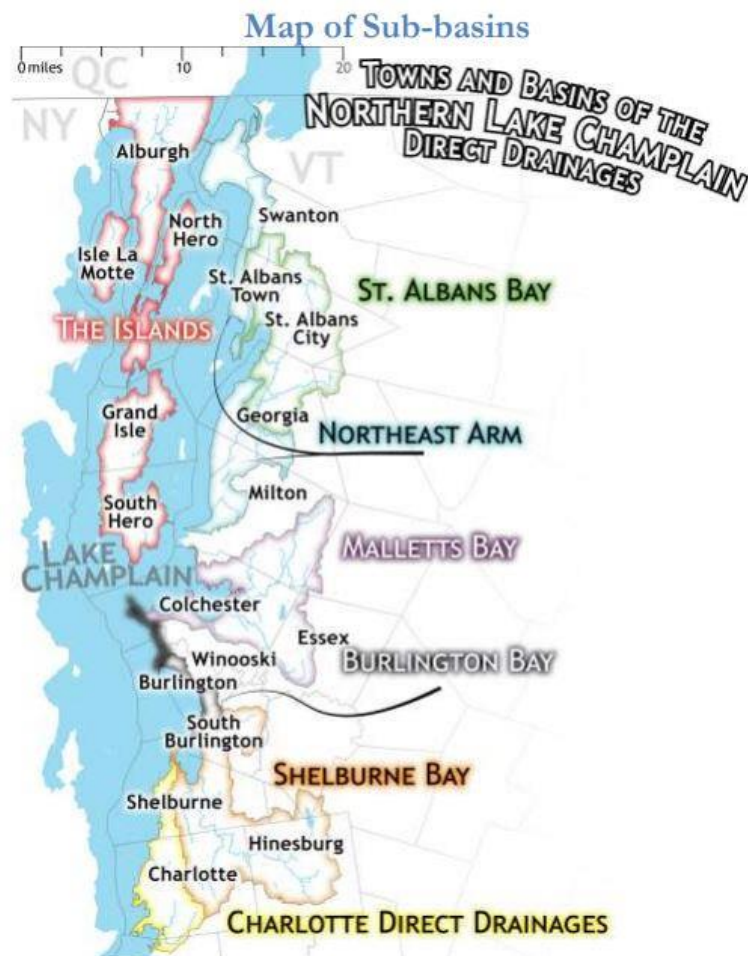


Figure 1. Northern Lake Champlain Direct Drainages Basin & Sub-basins

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Eligible entities: The CWSP is authorized to provide grant funding to non-profit watershed organizations, natural resource conservation districts, regional planning commissions, other non-profit organizations, State agencies-colleges-universities, public hospitals and medical centers, public schools and Vermont municipalities. Projects not sponsored by one of these entities may still be eligible for funding via contracted services. Ineligible entities include private citizens, individuals; private for-profit businesses and industries; private for-profit colleges and universities; Federal agencies.

Eligible Projects: *Projects eligible for funding must be best management practices or other programs designed to improve water quality. Projects must not be required by a permit (10 VSA, Chapter 47), or subject to the requirements of Vermont Agricultural Water Quality statutes (6 V.S.A, Chapter 215). Funding may be available for the portion of projects that exceed requirements set forth in the statutes above. Project eligibility shall be controlled by the Clean Water Initiative Program (CWIP) [FY23 funding policy](#) issued December 2022.*

At this time, projects with a projected cost-efficiency of greater than \$50,000 per kilogram-of-phosphorus (P) reduction over a 15-year lifespan (i.e. Engineering + Construction Costs / kilograms-P-reduced) will generally not be funded. Such projects will be addressed on a case-by-case basis and applicants must present a formal pre-proposal to the Basin 5 Water Quality Council and to the CCRPC as CWSP who both must agree that a formal proposal could be submitted and considered.

Eligible project types: The following list details the most applicable projects which are eligible. For details on all eligible project types, please refer to the CWIP FY23 funding policy linked above.

- restoration/reconnection & protection of floodplain, river corridor and/or wetlands
- forestland and forest road best management practices (BMPs),
- riparian and lakeshore corridor protection, stabilization/restoration and tree plantings
- Natural woody buffers associated with riparian, lakeshore, and wetland protection and restoration,
- conservation easements (river corridor, wetland buffer, etc.)
- Sub-jurisdictional practices related to developed lands,
- traditional stormwater treatment and road project BMPs may also be applicable if reducing phosphorus beyond regulatory requirements,
- Forestry projects that provide water quality protection and restoration beyond the requirements of the Department of Forests, Parks, and Recreation Acceptable Management Practices,
- Projects on agricultural land if the farm in question does not meet the minimum eligibility criteria for the Required Agricultural Practices to apply, and
- Natural resource restoration projects on a jurisdictional farm if confirmed by the VT Agency of Agriculture.

Eligible Project Phases:

- i. Assessments / Identification
- ii. Development
- iii. Design (30% aka Preliminary or 100% aka Final)
- iv. Implementation/Construction

v. Other

For details relating to eligible project phases, see the [FY23 funding policy](#).

Evaluation Process: All projects--except Assessment/Identification and Development Projects--will be evaluated using the Basin 5 CWSP's prioritization system.

The CWSP and its Basin 5 Water Quality Council will judge projects (other than Assessment/Identification and Development Projects) based on the following scoring rubric:

- Phosphorus Reduction Benefits (70 points),
- Co-Benefits, see list below (20 points)
- Other Considerations (10 points)

Phosphorus Reduction Benefits: elements of metric included but not limited to Phosphorus-reduction reduced relative to available funds, cost-effectiveness P-reduced per dollar, cost effectiveness relative to design life phosphorus reduction benefits (estimated using DEC's [Interim Phosphorus Reduction Calculator Tool v1](#), cost-effectiveness relative to the overall Basin 5 phosphorus reduction target

Co-Benefits: elements of metric included but not limited to Hazard Mitigation, Education, Ecosystem Improvement, Habitat Improvement, Environmental Justice, Community Support, Other Benefits not captured above:

Other Considerations: elements of metric included but not limited to Proposed phase of project funding, certainty of costs in proposal, potential complications, demonstrated ability/experience of applicant to complete project, relative commitment of landowner to project phases, project operations & maintenance costs, design life beyond 15 years, overall conformance with Basin 5 Tactical Basin Plan and estimated costs of operation and maintenance.

A list or lists of eligible projects will be presented to the CWSPs Basin Water Quality Council ([BWQC](#)) by CWSP staff along with the application scored on a 100-point scale noted above. The BWQC will meet at least quarterly to evaluate projects and recommend qualified projects for advancement. The BWQC may adjust the score assigned for Co-Benefits.

To see how other projects were scored and considered at prior BWQC meetings as well more details on the scoring rubric for Phosphorus Reduction Benefits, Co-Benefits and Other Considerations, see the following documents posted at <https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding> under the heading of Project Scoring:

- View how projects were scored at the February 23rd meeting »
- View the staff memo from the February 23rd meeting »
- View Approved minutes from the February 23rd meeting »
- View the Project Scoring Rubric for Phosphorus Reduction Benefits, Co-Benefits and Other Considerations »
- View details on how Co-Benefits are scored »

Assessment/Identification and Development projects will be assessed differently on such metrics as *likelihood of success in generating/developing non-regulatory water quality improvement projects in Basin 5 with a favorable ratio of dollars spent per kilogram of*

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phosphorus reduced. These types of projects will be assessed on a qualitative basis and a recommendation will be made by CWSP staff to the BWQC regarding potential benefits of these types of project applications relative to available grant funds. Other metrics the CWSP and Council will use are: *Does the proposal describe the steps planned to move the project(s) forward to specific development? What is the timeline? How many projects will be moved forward? Is the project fundable within the overall amount of funds allocated by the Council for Project Identification/Assessment/Development?* Applicants are encouraged to read the staff memos, proposals and minutes of the May 18th and August 17th Basin 5 Water Quality Council meetings available at <https://www.ccrpcvt.org/northern-lake-champlain-basin-water-quality-council/#agendas> when the Council debated funding Project Identification/Assessment proposals.

Last but not least, please be aware that your project may require the completion of an Archeological Resource Assessment. Please be sure to read pages 27 through 33 of the [FY23 CWIP Funding Policy](#). These typically cost about \$2,000-\$3,000 and are eligible to be included as a Subcontract cost in your grant application.

Award Process: Determination of project awards will take place at BWQC meetings. Once the BWQC finalizes a list or lists of projects for funding and the CWSP confirms the project's eligibility, they will take one of the two paths below.

1. For projects with a sponsor that is an eligible entity for subgrants, the CWSP will determine if the entity has the experience and financial and staffing capacity to carry out the project. If so, the CWSP will develop a subgrant or contract with the sponsoring entity, depending on the nature of the work. If not, the project will follow the second path.
2. For projects lacking an eligible sponsor, or if the sponsor does not have the capacity to manage the project, the CWSP will either manage the project or identify another entity to manage the project following the CWSP's procurement process.

Note that the CCRPC as the CWSP may also complete a project application for consideration by the Basin 5 Water Quality Council. In this case, scoring of the project and/or recommendations shall be finalized by Vermont DEC staff and/or the Basin 5 Water Quality Council or its designee.

How to Apply:

A. If your organization or municipality has not yet been PRE-QUALIFIED as an eligible Basin 5 CWSP subgrantee, please complete and submit a pre-qualification form along with your application. This form can be downloaded from <https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding>

A pre-application is not required for projects with a cost-efficiency of less than \$50,000 per kilogram-phosphorus-reduced but we encourage you to communicate with Dan Albrecht, Basin 5, CWSP Manager (phone: 802-861-033 or dalbrecht@ccrpcvt.org) and also Karen Bates, DEC Watershed Planner (phone: 802-490-6144 or karen.bates@vermont.gov) before submitting an application.

B. please complete the application form named, **Water Quality Restoration Formula Grant Basin 5 Subgrant Application Form**, available at:

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<https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding>

C. In addition to submitting the Subgrant APPLICATION FORM, complete & submit the **following ATTACHMENTS, combined in the following order, into one PDF:**

- Project Locator Map
- Descriptive documents as noted in Project Description section of the application
- Completed DEC [Interim Phosphorus Reduction Calculator Tool v1.0](#) (only required for Preliminary Design, Final Design and/or Implementation projects)
- Winning quotes/cost proposals from subcontractors proposed in budget (if applicable);
- Letters/emails from landowner(s) indicating support and awareness of required commitment.
- Completed [DEC screening form](#) (only required for Preliminary Design, Final Design and/or Implementation projects)

D. Submit the APPLICATION FORM as one PDF and combine the required ATTACHMENTS into a 2nd PDF and submit the APPLICATION and all required ATTACHMENTS as two separate PDFs to Dan Albrecht, Basin 5 CWSP Manager via email to dalbrecht@ccrpcvt.org with the header of BASIN 5 CWSP GRANT PROPOSAL according to the following schedule:

Deadline for Subgrant Application, by 5 p.m. EDT to dalbrecht@ccrpcvt.org	For consideration at Basin 5 Water Quality Council meeting (virtual, 10 a.m.) scheduled for
Monday, March 11, 2024	Thursday, March 21, 2024
Monday, April 8, 2024	Thursday, April 18, 2024
Monday, May 6, 2024	Thursday, May 16, 2024
Monday, June 10, 2024	Thursday, June 20, 2024
Monday, July 8, 2024	Thursday, July 18, 2024

All applications become the property of the CCRPC upon submission. The cost of preparing, submitting and presenting is the sole expense of the applicant. This Call for Applications in no way obliges the CCRPC to award a subgrant or subcontract. **It is the intent of the CCRPC to award Task Orders to subgrantees for projects approved by the Basin Water Quality Council no later than 10 days after such approval.** Task Orders shall be governed by a Master Agreement between the CCRPC and the organization/municipality. Please see the Master Agreement Template available at <https://www.ccrpcvt.org/northern-lake-champlain-cwsp/#funding>

Organizations or municipalities awarded this/these subgrant(s) shall, upon notification of award(s), apply for registration with Vermont Secretary of State's office to do business in the State of Vermont, if not already so registered. The registration form may be obtained from the Vermont Secretary of State, 109 State St. Montpelier, VT 05609-1104. The Telephone number is (802) 828-2386. The subgrant will not be executed until the subgrantee is registered with the Secretary of State's office. The successful subgrantee will be expected to execute sub-agreements for each sub-Contractor named or anticipated/described in the application upon award of this subgrant and each sub-contractor must also apply for registration with Vermont Secretary of State's office to do business in the State of Vermont, if not already so registered.

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Prior to beginning any work, the subgrantee shall obtain Insurance Coverage in accordance with the Master Agreement and take any other necessary actions to comply with these provisions. Note that any references in these provisions to “Municipality” should be considered as referring to the CCRPC. The certificate of insurance coverage shall be documented on forms acceptable to the CCRPC.

Proposals received after the deadline will not be accepted. No phone calls please. All information received in response to this Request that is marked Proprietary will be handled accordingly. If you do not receive a confirmation of transmission of an Application, please contact Mr. Albrecht. Questions about the application may be posed to Dan Albrecht, Basin 5 CWSP Manager by phone at 802-861-0133 or via email at dalbrecht@ccrpcvt.org.