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State of Washington

Funding Guidelines

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Floodplains by Design

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For more information contact:
Shorelands and Environmental Assistance Program
Floods and Floodplain Management
P.O. Box 47600
Olympia, WA 98504-7600
Phone: 360-407-6131

Washington State Department of Ecology - www.ecy.wa.gov

o Headquarters, Olympia	360-407-6000
o Northwest Regional Office, Bellevue	425-649-7000
o Southwest Regional Office, Olympia	360-407-6300
o Central Regional Office, Union Gap	509-575-2490
o Eastern Regional Office, Spokane	509-329-3400

To request ADA accommodation including materials in a format for the visually impaired, call Ecology at 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with a speech disability may call TTY at *877-833-6341.*

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Table of Contents

List of Tables & Figures

Contact Information

General Information/Program Management	Scott McKinney (360) 407-6131 Scott.McKinney@ecy.wa.gov
Project Managers- Location	Project Managers – Name and contact information
Southwest Regional-HQ office—Lacey/Olympia	Matt Gerlach (360) 407-0271 Matt.Gerlach@ecy.wa.gov Alex Rosen (360) 407-6521 Alex.Rosen@ecy.wa.gov
Central Regional Office—Union Gap	CURRENTLY VACANT- please contact Scott McKinney, info above, for this contact
Eastern Regional Office—Spokane	Lynn Schmidt (509) 329-3413 Lynn.Schmidt@ecy.wa.gov
Northwest Regional Office—Bellevue	Lisa Nelson (425) 649-4253 Lisa.Nelson@ecy.wa.gov

Chapter 1: Program Overview

Floodplains by Design (FbD) is a partnership of local, state, federal and private organizations focused on coordinating investment in and strengthening the integrated management of floodplain areas throughout Washington State. Floodplains are vital to the ecological health of the state. They are critical to the economic vitality, cultural heritage and quality of life provided by our region—from salmon to farmland and commercial development, and recreational opportunities.

The Washington State Department of Ecology's (Ecology) Floods and Floodplain Management Division administers the Floodplains by Design grant program under a biennial funding cycle. Ecology awards grants on a competitive basis to eligible entities for collaborative and innovative projects throughout Washington State that support the integration of flood hazard reduction with ecological preservation and restoration. Proposed projects may also address other community needs, such as preservation of agriculture, improvements in water quality, or increased recreational opportunities provided they are part of a larger strategy to restore ecological functions and reduce flood hazards. This document describes the intent of the program, and how to apply for funding, meet program requirements, and manage funded projects.

Grant Program Intent

Washington Rivers and their **floodplains and estuaries** deliver a wealth of economic, natural and cultural benefits to our communities. Yet floodplain management has not kept pace with our growing communities. People are living in the path of flood waters; our water quality is on the decline; and habitat critical to restoring salmon and orca populations is disappearing.

In the past, floodplain management was often provided by numerous entities, each with a narrow focus and sometime at odds with the focus of others. Rather than maximizing the goods and services derived from floodplains, this "silo" approach to floodplain management led to unintended consequences, inefficiency and conflict.

The FbD grant program seeks to advance integrated floodplain management strategies and projects that consider a broader variety of ecological functions, values, and benefits to the affected human communities. Projects can have a higher likelihood of success when they improve ecological function, reduce flood risk and meet other community needs because they are more likely to garner the necessary community support and public funding.

Integrated Floodplain Management Description

The goal of Integrated Floodplain Management (IFM) is to improve the resiliency of floodplains for the protection of human communities and the health of ecosystems, while supporting values important in the region such as agriculture, clean water, a vibrant economy, and outdoor recreation. IFM solutions should be locally-driven and solve multiple floodplain management challenges.

IFM aims to move past single focus or "siloed" management efforts that can lead to unintended consequences, toward a holistic, collaborative model that works at a scale that matters to maximize benefits and reduce costs to people and nature. IFM embraces a holistic and collaborative approach to decision making that brings together multiple interests to find common agreement on local floodplain visions, strategies, and actions that achieves multiple benefits. Multi-benefit outcomes can include (but are not limited to):

- Reduced flood risks for communities and commerce
- Healthy habitats for fish and wildlife
- Resilient communities and ecosystems
- Minimized flood damage
- Productive, viable agriculture
- Safe and sustainable development
- Jobs and sustainable livelihoods
- Sustainable supply of clean water
- Recreation and open space.

In 2018, the Floodplains by Design team developed an initial draft set of ten elements of integration that should be considered in integrated floodplain management processes at the local scale. Not all local areas will be making progress on each element, and various elements will be at different levels of sophistication and depth at different times. The figure below shows the ten elements of integration with bullet points characterizing less robust to more robust efforts for each element. While the bullet points within an element progress from less robust to more robust, the overall pathway to more holistic and effective floodplain management paradigm can be non-linear. Increasing robustness in one element may reduce the robustness of another, which can be a sign of increased overall robustness. For instance, a small group of people can have a very robust set of goals. As the group expands and includes more interests, the concurrence on the goals may naturally become less robust in the short term. However, this "regression" in goals is actually a sign of overall progression of the effort.

The elements of integration are intended to be a tool for local practitioners to identify the next best step for IFM in their area. It is not intended to be used to "score" the integrated floodplain management efforts of a local watershed because, as noted above, the assessment of where the area is in the overall process of integration may be challenging to discern from just assessing the status within each box.

*From "Floodplains by Design: Toward a New Paradigm", June 2018, The Nature Conservancy

Characteristics of FbD Projects

Ideal projects are part of an integrated strategy designed to holistically manage the floodplain within a watershed or specific reach of a river. The strategy must identify means to reduce flood risk to affected communities, restore ecological function, support community and environmental resiliency to future climate impacts, and provide additional community benefits. In areas where agriculture is a dominant land use, projects must minimize negative impacts to agriculture and identify strategies to support local agricultural interests. Projects should be part of **a watershed or a reach-strategy** that connect rivers with their floodplains, giving floodwater room to spread out and allowing room for the dynamic processes that form critical habitats to be restored. A river reach is a user-defined section of river that contains a unifying geomorphic, land-use, infrastructure or other characteristics. A watershed or reach strategy is generally based on a technical assessment of the river or reach, and a robust stakeholder process that results in agreement on objectives and a set of integrated actions. A project on an individual site can in itself contain all the required benefits for flood risk reduction, ecological function and community interests, or it can be one or more component(s) of a coherent larger strategy that

collectively achieve all the benefits. If it is the latter, the project proponent must demonstrate how the project fits into a larger strategy that has broad support of the affected communities. . It is important for project sponsors to explain in the long description and other relevant sections how their project considers either a watershed scale, reach scale, or site scale approach. Watershed scale projects are not simply a collection of individual projects, but an integrated combination of projects that work together to achieve the project objectives. It is important to explain how integration is being achieved and how different project components are connected or related. **Additionally, any Floodplains by Design projects, regardless of scale, are expected to adhere to a 2 to 3 year timeline.**

The focus of the Floodplains by Design program are the major rivers and their estuaries in a given watershed. **Major rivers and estuaries** are where the most extensive flood risks exist, where the greatest ecological restoration opportunities reside, and where much of our best agricultural soils are located. Projects on large river systems are more likely to receive funding than projects on small river systems or creeks. The table in appendix G outlines measures for key outcomes of FbD projects. Grant proposals should explain project outcomes in these terms, or, if a grant proposal is for feasibility or early design work, project proponents should include analyses in their application that will provide this information.

Reduce Flood Risk and Damage

Floodplains by Design projects must reduce flood risk to communities or be part of a strategy that reduces flood risk. A Floodplains by Design project must reduce flood risk on both a short-term and long-term basis. Many existing flooding problems are anticipated to increase in the near future due to climate change and development pressures from a growing population. FbD projects must develop solutions that address existing flood risk and also consider the effects of projected changes to river flows, sea level rise, sediment delivery and other factors that could increase flood risk in the future.

One approach to lasting solutions is to move people and infrastructure away from the river, remove impediments to flow, and provide more floodplain area for floodwater conveyance and storage. Flood risk reduction measures should not encourage new land development that increases potential future flood risk. It is important to note that projects that address flooding due solely to drainage problems do not meet the flood risk reduction intent of FbD, although it can be part of a larger project. This is discussed further in the agriculture section below.

Floodplains by Design can support redevelopment and improved flood resiliency in historically established and substantially built-out urban areas. However, to reduce long-term flood risks all projects should consider whether moving people and infrastructure away from the river and out

of high-risk areas is feasible. Except in situations where a community has no other options for meeting appropriate growth targets, projects that induce additional urban development and impervious surface within floodplains will not score well.

The flood risk reduction component of the FbD project should include a quantified demonstration of improved flood safety for an area and a demonstration of no adverse impact (that the project will not worsen flood damage anywhere else). Additionally, flood risk reduction measures should not create adverse ecological impacts. Feasibility and design projects should include appropriate analysis of anticipated changes to flood risk in the scope of work so that these outcomes are understood prior to advancing to the next project phase. Construction project proposals should be able to quantify flood risk reduction resulting from the proposed actions.

Ecological Restoration and/or Preservation

Floodplains by Design projects must have a significant ecological restoration component or be part of a watershed or reach strategy that will significantly restore ecological function. The ecosystem restoration or preservation component of the FbD project should include a quantified description of restored ecosystem processes and functions, including benefits to salmon. Projects that clearly address recovery priorities for salmon species that are ESA-listed or are the preferred prey of endangered Southern Resident Killer Whales will score higher. A higher probability of long-term ecological benefits will be provided by projects that maintain or re-establish natural processes and functions, taking into account future conditions. . Where it is not feasible to have the restoration in the same location of a flood risk reduction action, the restoration can occur in the same reach provided it's part of an integrated strategy. Ecological restoration measures should not increase the risk of flood damage to existing uses in the floodplain. A higher probability of long term ecological benefits will be provided by projects that maintain or re-establish natural processes and functions. Projects should also consider the effects of climate change and accommodate future anticipated changes to river flows, sea level rise, sediment delivery and other factors that affect ecosystem function and habitat formation (see Climate Change section, below).

Tribal Support and Engagement

Where Floodplains by Design projects are proposed in areas that will affect Tribal lands, Tribal interests (including Usual and Accustomed areas) and any potential impacts to *treaty rights and treaty secured resources* (treaty rights FAQ: http://nwifc.org/about-us/shellfish/treaty-rights-faq/) these effects to tribes must be considered. Applicants must work to coordinate and seek the support of local Tribal interests in their region and any actions proposed should not be in conflict with the local Tribe's resource (salmon/shellfish) recovery plans or cultural resource concerns. Additionally, project proponents must consider whether their proposed actions could limit future floodplain restoration actions or prevent access to Tribal resources necessary to fulfill treaty

rights. Coordination with Tribes is expected and letters of support from relevant Tribes are strongly encouraged.

Enhance Agriculture

Where Floodplains by Design projects are proposed in agricultural areas, local agricultural interests must be engaged in project development as part of the project partnership so that their needs and concerns are addressed. The needs and priorities of a particular place and community, and means to address them, will vary by location, but might include improvements to drainage or irrigation infrastructure, or protection of farmland with easements.

Drainage (and irrigation) infrastructure is an important issue in maintaining agriculture in many floodplains and is often intertwined with flood control infrastructure. As described in the flood risk reduction section above, projects that address flooding caused solely by poor drainage are not considered flood risk reduction projects in the context of FbD. However, projects that include a drainage (or irrigation) improvement element to benefit agriculture, in addition to a flood risk reduction component consistent with the FbD intent, can gain points in the agriculture category.

Cost Effective

Strong FbD projects will also be cost effective. Cost effectiveness is demonstrated by quantifying the cost of the proposed multi-benefit approach and comparing to the cost of alternative approach(es) to manage flood risks, restore ecological function and habitat, and address relevant agricultural needs. This may include anticipated reductions in long-term infrastructure maintenance and flood damage costs. Project applications should have a clear and appropriate scope of work and budget, and include the proportion of match that is being provided and the other fund sources leveraged by the project.

Other Community Needs

Floodplains by Design projects may also include actions to address other community needs that are compatible with flood risk reduction and ecological restoration, including improved water quality, increased recreational opportunities, or other needs specific to a particular community. What these other benefits look like will depend on the needs of a particular community and actions the community determines are most appropriate to address their needs. Water quality improvements might include riparian planting, removing impervious surfaces, or reducing non-point pollution from homes or farms. Increased recreational access might include increased miles of trail, or additional boat ramps or fishing access points. Project applications that

demonstrate community engagement and efforts to address other community needs in an inclusive and equitable manner will be scored higher.

Partnerships

Integrated floodplain projects, by their nature, require that a variety of interests and organizations coordinate and collaborate to develop projects. Depending on the location, scope and affected interests of a particular project, proponents will develop partnerships with some or all of the following groups:

- Flood/Floodplain management authorities
- Ecosystem restoration and salmon recovery entities (e.g., Lead Entities, Local Integrating Organizations, etc.
- Agricultural interests and organizations
- Tribes
- Community recreation departments and organizations
- Local governments such as cities, towns and counties
- Economic development organizations
- Environmental organizations
- Federal and state natural resources agencies

Because there is a match requirement (see Match section in Chapter 2), all Floodplains by Design projects are financial partnerships. Past projects have included funding from federal or state grants such as the Salmon Recovery Funding Board and National Oceanic and Atmospheric Administration, local flood control districts, counties or cities, and/or United States Army Corps of Engineers, among other sources.

It is critical that partnerships form early in the project development process. Proponents should identify the organizations and parties that may have an interest in the project and reach out to them early and often so that all interests are represented, needs and concerns are heard and addressed, and the resulting project is supported by all affected parties. There is no boiler plate list of groups for any project or even particular organizations for a given interest group. It is up to the local project sponsor to determine the organizations and interests that are relevant to a particular watershed river reach or project. The application should include a narrative that describes the outreach that was done and specific involvement of interests related to the project. Ideally, project applicants will receive the written support of interested organizations and individuals.

Climate Change

Floodplains by Design encourages integrated approaches that consider climate impacts on floodplain systems. Climate change is projected to alter floodplain hydrology, sedimentation and sea levels throughout Washington State and as such is a significant concern for all aspects of floodplain management. The extent and frequency of flooding is projected to increase in the future, resulting in higher flood risks to human communities and further impacts to salmon populations. Projected low summer flows may cause warmer water temperatures that exceed the thermal threshold for salmon, and is an important concern for potentially limiting water availability for farms. Increases in sea levels will increase the risk to coastal areas from storm surges and inundation, and could impact drainage of coastal agricultural lands. Projected shifts in temperature and precipitation regimes are likely to compound existing stressors on floodplain habitats and salmon populations. Strong FbD proposals and project designs should consider the effects of climate change and address future changes to hydrology, sediment delivery, sea level rise, and other factors that affect floodplain systems. Strong FbD proposals will:

1. Identify critical impacts of climate change specific to the project area and stakeholder and Tribal interests. Many regions have completed vulnerability assessments or climate action plans that identify these key risks. In regions where these plans have not been completed, projects proponents can use the available regional data to make their best assessment of key impacts in their watershed.
2. Incorporate projections into project modeling and design plans so that there is confidence that projects will continue to meet flood and ecosystem goals into the future.

The discussion of climate change impacts on the project area and proposed actions should be included in the scored sections for Flood Hazard Risk Reduction, Floodplain Ecosystem Protection and/or Restoration, and Agricultural Benefits. This information will be used to determine the robustness and durability of proposed actions as related to flood, ecosystem and agriculture outcomes. Proposals that discuss the specific effects of climate change in the project or planning area, and describe how this information was used in project selection and design will result in more points than general regional concepts of climate change. Answers may be brief but should include:

- Citations of existing research / reports that are relevant to the project area.
- Consideration of impacts observed during historical events that can serve as an analog for future conditions (e.g., recent large flooding events, warming events/trends, etc.)
- Description of how climate change predictions were incorporated into or used during project site selection or design.
- Where possible, models/projections of future floodplain or nearshore inundation/risk.

- Description of confidence in flood, ecosystem and farm outcomes and for how long into the future.

Grant Program Details

Entities eligible to apply include:

- Counties, cities, and towns
- Special purpose districts, such as flood control districts
- Federally recognized tribes
- Conservation districts
- Municipal or quasi-municipal corporations
- Not-for-profit organizations that are recognized as tax exempt by the Internal Revenue Service

Note: Ecology will issue a grant to a single eligible recipient that will be responsible for all Ecology-grant-required actions and will manage all sub-agreements. FbD grant recipients may provide sub-agreements to other organizations and partners in a watershed where a large body of work will occur.

Eligible project activities include:

- Pre-construction planning
- Feasibility
- Design
- Permitting
- Construction
- Land Acquisition/Land Conservation/Easement Purchase
- Residential buy-outs and relocation costs
- Project-specific outreach and education components
- Riparian/wetland restoration
- Pre- and post-construction assessment elements

Statutory and administrative requirements

Statutory requirements, administrative rule uses and limitations, and program and agency policy provide the framework for the Funding Guidelines. Key statutes, rules, and policies include:

- *Administrative Requirements for Recipients of Ecology Grants and Loans Managed in EAGL*; see https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html
- *Environmental justice policy;* See http://teams/sites/EXEC/policies/PolicyDocuments/POL01-12.pdf

- *Washington State Department of Archaeology and Historic Preservation;* see: https://www.dahp.wa.gov
- *Guidelines and Specifications for Preparing Quality Assurance Project Plans for Environmental Studies*; see: https://fortress.wa.gov/ecy/publications/publications/0403030.pdf. A QAPP template is available at www.ecy.wa.gov/programs/eap/qa/docs/QAPPtool/index.html.

Ecology's General Terms and Conditions **are nonnegotiable** and failure to accept these conditions, or any attempt to alter these conditions can result in revocation of grant awards

Applicability of the Floodplain by Design Funding Guidelines

The Floodplains by Design program is strives for continual improvement. As such, funding guidelines and other aspects of the program will be routinely updated. These funding guidelines apply to all Floodplain by Design grants awarded after the date of publication, and supersede any previous publications of the guidelines. They will be applied to all grant agreements completed and signed after publication, until superseded by a new publication of the guidelines. Certain elements of the guidelines may need to be incorporated into the Special Terms and Conditions of the grant agreements, as determined by the Floodplains by Design Grant program.

Chapter 2: Funding Program Details

This chapter provides a basic overview of the funding program, including applicant and project eligibility and funding provisions. More specific information about project eligibility may be found in Chapters 3 and 4.

Ecology manages the Floodplains by Design program funding under a biennial funding cycle. Proposals are due in even-numbered years. Funds, if appropriated by the state legislature, are available starting in the odd-numbered year. Ecology reviews, rates, and ranks applications and then distributes funds to the highest priority grant projects.

Funding levels

Total funds available for Floodplains by Design have varied. The amount of funding available on a competitive basis for each State biennium is based on legislative directives. Ecology does not know the exact amount of funding available at the time a particular funding cycle begins. The amount of funding will not be known until state appropriations are made. Table 1 shows past funding availability.

Table 1: Funding Appropriated by Washington State Legislature

Fiscal Year	Range of funding awarded	Funding Appropriated
FY 2013 Competitive Grants	**$50,000 to $2,000,000**	**$11,000,000**
FY 2013 Proviso Grants	**$867,000 to $7,881,000**	**$33,000,000**
2015-2017 Competitive Grants	**$560,000 to $9.501,000**	**$35,560,000**
2017-2019 Competitive Grants	**$415,000 to $7.750,000**	**$35,388,073**
2019-2021 Competitive Grants	**$516,000 to $9.402,000**	**$50.400,000**

Fund Request Limit

The Floodplains by Design grant program does not have a hard limit on the amount of funding requested. We encourage project sponsors to think holistically and in terms of complete solutions when putting projects together. However, in light of total funding and the significant

needs that exist across the state, Ecology has yet to fund more than $9.5 million in any one FbD grant. Note that the total project cost may be well in excess of this amount, when required match, other funding sources and multiple project phases are included. If a project is submitted that enters into the higher levels of FbD-fund request, Ecology may ask the sponsor to consider phasing the project over time, reducing the scope of work, consider partnering with other available fund sources (e.g. local flood control district) or otherwise reducing their fund request.

Grant Match Requirements

Projects must demonstrate a 20% match (i.e., Flood Control Zone District, city, county, or federal funds). The program offers extensive flexibility in terms of what constitutes match. Match can be shown in the form of other grant funds, value of land previously acquired as long as the land is used for implementation of the project, time spent working on a project, and in-kind materials. Communities that meet the definition of Economically Distressed Communities as defined in Appendix F of the Funding Guidelines will have their match requirement waived. Please contact Ecology staff if you believe your community would qualify for this waiver.

Land Purchase as Match

Land acquisition is commonly a necessary step in completing an overall project. This process is inherently opportunity based – it must have both an interested seller and funds available. Land acquisition over a period of time is an integral part of many FbD projects. The grant program recognizes the need for flexibility related to the timing of land acquisition that is use as match.

In select cases, the Floodplains by Design Grant Program can assist a local jurisdiction in meeting its match requirements by offering the following exception to the standard match approach:

1. "Historical Acquisition" may be used as match as long as acquisition has been within the last ten years; has a direct relation to the current project; is able to provide a completed "Acquisition Report" to determine appraised value; and funded by a source other than Ecology; and
2. Valuation will be based on the original purchase value, or the current value, as supported by a recent appraisal, at the project sponsors discretion. The land must have been purchased within the last 10 years for the purpose of future flood risk reduction, habitat improvement, public open space, or other use consistent with the proposed project. If the property was purchased in the last 10 years and the purchase was supported by an appraisal, the purchase price of land that is necessary and reasonable to complete the project may be used as match.

   Note: The land value used as match cannot have been previously used as match for another grant.

Cash match

Cash match includes any eligible project costs paid for directly by the recipient that are not reimbursed by the Ecology grant or another third party. Donations that become the long-term property of the recipient will be considered for cash match purposes. (See Administration Requirements for Recipients of Ecology Grants and Loans (Yellow Book), page 37: https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html.

Grants used to match other grants

If a recipient wants to use a grant from another funding agency as match, the recipient should check with the funding agency issuing the grant to ensure that it can be used as match for an Ecology grant. The following applies when using other grants to match an Ecology grant.

- The scope of work on the matching grant must directly satisfy the portion of the scope of work on the Ecology grant where the work is contributed.
- The date that the costs for the matching grant are incurred must fall before the expiration dates of the Ecology grant.
- The costs incurred under the matching grant must be eligible according to all criteria for the Ecology grant.
- The matching grant cannot originate from the same funding source as the Ecology grant.
- Funds, goods, or services cannot be used as match more than once.

In-kind match

In-Kind match is a donated or volunteer service, goods, or property contributed by a third party without direct monetary compensation. Other in-kind match includes donated or loaned real or personal property, volunteer services, and employee services donated to a project. In-kind match does not include eligible project costs paid directly by the recipient such as paid staff services, considered a cash expenditure by Ecology (see Cash Match above). In-kind contributions must be fully documented and reported separately when requesting reimbursement.

For adults, the in-kind rate is $15.00 per hour. For persons under the age of 18, the rate is the Washington State minimum wage at the time the service is provided. The current in-kind rate for volunteer services includes the value of travel expenses contributed by volunteers. For additional explanation of in-kind match see page 37 of this document;

https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html

Third-party in-kind contribution

When a third-party employer (not the recipient, sub-recipient, state agency, or a contractor under the agreement) contributes the services of an employee, in the employee's normal line of work, to the project at no charge to the recipient, the services may be valued at the employee's regular rate of pay.

Ineligible Contributions

The following are examples of **ineligible** in-kind contributions:

- Contributions of overhead costs, per-diem, travel, and subsistence expenses.
- Contributed time from individuals receiving compensation through the grant, except when those individuals are off duty and contributing on their own time.
- Time spent at advisory groups or meetings that do not directly relate to the project
- Studies conducted by other state or federal agencies.

Chapter 3: Eligible Project Types and Activities

Pre-Construction

Costs of preparing pre-construction documents, including reach studies and other area-specific assessments of floodplain conditions and needs; engineering reports; environmental review; and related work *that lead to the identification of capital projects* may be eligible for Floodplains by Design Program funding. Potential applicants are encouraged to check with your Regional FbD contact to ensure that your pre-construction project scope will be eligible.

Feasibility and Design

Floodplains by Design funds are allowable for both feasibility studies and design projects. Design project deliverables must be completed by an engineer licensed in the State of Washington. As a minimum deliverable preliminary designs of at least a 30% stage must be submitted by the completion of the grant agreement.

The recipient of a feasibility and/or design project must submit preliminary designs / design report to Ecology's project manager prior to the final designs to ensure there are no adverse impacts to future restoration in priority habitats.

Construction

The recipient of a construction grant must ensure that the project complies with the approved (signed and sealed) plans and specifications prepared by an engineer licensed in the State of Washington. Competent and adequate construction management and inspections are required. **Projects that contain construction-only elements must be ready to start construction upon receipt of funding by FbD.** That means acquisitions, design, permitting, etc. must be complete prior to award. A project that includes all elements, including acquisition, design, permitting and construction must present a schedule that completes the project in 2-3 years from funding award. The project may need to be "phased" into discrete, timely actions if construction would not occur for several years. In that case the pre-cursor activities e.g. design would be funded in one round, with construction applying for funding in a future round.

Design and construction combined

Applicants can apply for a combined design and construction project. All the applicable requirements for both design and construction projects apply. See the note in the construction

discussion above on combining all elements of a project and the need to maintain a 2-3 year completion date.

Land purchase

Where purchase of land and/or easements is necessary for an FbD project, land purchase is an eligible project cost. This includes purchase of conservation easements, development rights or fee title to land. Where the purchase of an entire parcel is necessary to obtain the required land, the proposal should be clear regarding management of the land obtained outside the project area. This land must be managed consistent with FbD objectives, and should avoid creating new residential or commercial-type development in flood-prone areas. Additionally, Floodplains by Design funds can be applied/used for a comprehensive river reach-based approach to land acquisition should multiple river front parcels become available.

Ecology can work through an escrow process, if needed, to assist the recipient in the land acquisition process.

Please note: Ecology will **not** be a holder or co-holder of conservation easements under the Floodplains by Design Grant Program.

Land Purchase Usage and Restrictions: Eligible land costs are subject to the following limitations, in addition to other requirements of the agency:

- **Public Access –** Appropriate opportunities for public access must be provided to land acquired with FbD funds where feasible, unless an exception is granted. If a recipient proposes to preclude public access from grant-acquired property, justification must be provided relating to public safety or other relevant features of the property and adjoining area

  Please Note: Public access will not be required for the purchase of Conservation Easements.

- **State Agency Land Acquisition Prohibited** – State agencies are ineligible to receive FbD funds.
- **Willing Seller Only** – FbD land acquisitions are by willing sellers only. Acquiring land by condemnation or eminent domain are not eligible for FbD grant reimbursement.
- **If Relocation Needed** – Floodplains by Design will cover costs associated with relocation if needed. FbD recognizes that many entities and local governments follow the Federal Uniform Relocation Act (URA) and will work with local governments accordingly. https://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/relocation/overview

When a land acquisition project is awarded funding; the recipient is required to provide the following documentation prior to closing:

a. Appraisal
b. Name/Address of seller
c. General Vicinity Map
d. Site Specific Map
e. Legal Description
f. Title Report
g. Settlement Statement
h. Good Faith Clean Site Survey1 signed by the appropriate jurisdiction.
i. Photographic documentation, with labels, of each property before acquisition in sufficient quantity / quality to effectively illustrate the acquisition. (Note: "after" photos will be needed if site is subsequently cleared of human elements, structures, fencing, etc.)
j. Recorded deed ***with*** restrictions. Land acquired under this agreement will carry a deed restriction in perpetuity. The purpose is to prevent future development on land acquired and to ensure that its primary use will be protection of floodplains, wetlands, open-space, etc. *Depending on the nature of the parcel,* the deed will carry one of the following restrictions:

- Deed restriction for floodplain / wetland protection *only* with no public access (for example: riverine access to a restored floodplain); or
- Deed restriction allowing for limited public access (for example: a setback levee with trails, parking, restroom facilities, and access for levee maintenance, agriculture, or grazing).

Project specific outreach and education components

Projects that require targeted project specific public outreach and education *efforts* are eligible for grant funding, as part of the larger project. Project specific outreach and education use effective methods and programs, to engage the public's interest in flood reduction and ecosystem restoration. Applicants should consider that the public has different levels of background knowledge of flooding and ecological restoration issues. Therefore, applicants should consider a multi-pronged approach to project outreach. Project outreach efforts should include:

- Targeting only audiences affected or impacted by the proposed project
- Generating basic awareness of flooding and ecosystems for target audience.
- Educating at a more sophisticated level using comprehensive content.

Removal of the Small Projects category *(Chapter 3)*
We have removed the language and process around evaluating small projects. All projects, regardless of scope and funding request, will be evaluated using the same process and criteria. When a smaller scope or funding request is evaluated it will be given equal weight with larger, more expensive projects, if the proposal completely addressed the local need and/or performs the feasibility, stakeholder outreach, and other actions needed to develop a more complete project. Bigger is not always better, and the ability of the proposal to fulfill the needs of the stakeholders in the affected area is the more important factor.

Riparian/wetland restoration, planting

Planning and implementing riparian and wetland habitat restoration projects are eligible grant components. If the project includes planting, you must provide a planting plan or description of how you will ensure plant survival and maintenance. More details are provided in Chapter 4.

Pre and Post project assessment

Project assessment both before and after project completion is important for tracking project results. Ecology may allow the use of grant funds for project assessments if the assessment takes place within the grant period. Typically, a recipient undertakes pre and post project assessments to characterize, identify or quantify the existing conditions present at/on a particular site/area. Prior to initiating environmental assessment activities, the recipient must prepare a Quality Assurance Project Plan (QAPP); for more information, please review the QAPP discussion in Chapter 5, under *Agreement Conditions.*

Other Administrative costs

In addition to the project types above, a Floodplains by Design grant routinely covers costs for other administrative items such as grant management, obtaining required permits and approvals, completing Letters of Map Revisions or Conditional Letters of Map Revision (as required by 44 CFR 65.3), and other administrative requirements.

Ineligible Project Types

Remediation Projects

Floodplains by Design funds cannot be used for projects whose primary focus is remediation of toxic sediments or structures. Project proponents can receive guidance and are encouraged to work with the Department of Ecology's Toxic Cleanup Program (TCP) to address toxics on site

prior to any application for Floodplains by Design funding. For more information on cleanup of contaminated sites, visit https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup

Transfer of Development Rights (TDR) and Purchase of Development Rights (PDR) Programs

It has been established that Floodplains by Design funds cannot be used in TDR programs, but can be used in PDR Programs. In 2016, the Floodplains by Design Program sought WA State Treasury's input on the use of said funds in TDR and PDR programs. Treasury concluded that as FbD funds are public tax exempt and bonded funds, they are not appropriate for the TDR programs due to the potential of private gain with this public funding source. The Purchase of Development Rights (PDR) is acceptable and is an important tool in the FbD system. Grant recipients should carefully consider if they want to use PDRs later in a TDR program before they utilize FbD funding.

Changes in Project Scope after Funding Award

Any project recipient that significantly deviates from their original scope after award of funding may have their grant award reduced or re-scoped, at Ecology's discretion after discussion with the grant recipient. In order for a re-scoping to be eligible, it must be consistent with the over-arching strategy and elements described in the proposal that was evaluated during the scoring and ranking process. New scope elements that were not reviewed as part of the original proposal cannot be funded in the applicable round. Or, Ecology may decide to reprogram the entire award to another jurisdiction based on the nature of the scope change and whether the project still meets the original intent.

Any discussion of a proposed re-scoping effort must include consideration of the impact on invested stakeholders, including but not limited to; the local community, governmental agencies and tribes, elected officials, other funding agencies and sources that have invested in the project, agricultural interests, salmon recovery and ecosystem restoration interests, and floodplain management and emergency planning agencies and interests. The grant recipient proposing the changes in scope must provide assurances that the stakeholders are still in support of the changes.

Chapter 4: Applying for Funding

The Funding Cycle

The application cycle for the 2021-2023 Biennium begins on November 4, 2019 when the Request for Proposals (RFP) is released. The deadline for submittal of pre-applications is January 31, 2020. Other important funding cycle dates for the current Biennium will be outlined on the Floodplains by Design grant webpage. The application process begins with brief Pre-Proposals submitted, then top applicants are invited to submit full Proposals through our online EAGL system, where they are evaluated and scored, and finally a ranked list is developed and submitted to the Governor's Office of Financial Management and the State Legislature for consideration during the funding appropriation process. The amount of funding available varies; it is determined biennially by the state Legislature.

1) Pre-Proposals

A Request for Proposals (RFP) is released in the fall of odd numbered years, with a Pre-application form provided by Ecology. Applicants will prepare a brief Pre-application, describing the project scope and how the project advances both flood hazard reduction and floodplain ecosystem protection or restoration. Support (existing or in process) from floodplain stakeholders should be described, including the stakeholder groups identified, the nature of the interaction (e.g. advisory group, one-time contact with landowners, workshops, etc.) and any other process information around stakeholder engagement. The pre-proposal must indicate that at least the Lead Entity or the Local Integrating Organization (LIO) in applicable Puget Sound watersheds, and lead flood hazard authority have been contacted and that they are in support of the project.

The pre-application must include a discussion of how the project is consistent with local flood hazard plans, salmon recovery or habitat restoration plans, LIO ecosystem recovery plans (Puget Sound only), agricultural plans and related planning instruments. The pre-application form will provide a template that requires identification of the planning process, the entities involved, a reference to the appropriate plan, and how the project meets priorities set by those plans. The pre-application should describe other benefits of the project beyond flood risk reduction, such as agricultural benefits, salmon recovery, water quality improvements, or enhanced recreation, and should describe the integration and collaboration efforts that led to this proposal. The pre-application should also delineate a project schedule and deliverables. In addition, the pre-application must provide a preliminary budget for the project and the amount and source of match. Pre-applications will be submitted in PDF form to Ecology, then evaluated by Ecology

flood team staff and the FbD Management Team, and the top pre-applications best meeting the objectives of the FbD program will be invited to submit full proposals.

One application encouraged for watersheds and sub-watersheds.
In order to promote Integrated Floodplain Management and coordination of all stakeholders, applicants are encouraged to submit a single, full application for activities within a watershed (defined for these purposes as a WRIA). During the pre-proposal evaluation process Ecology will flag multiple submittals from the same watershed (WRIA) or sub-watershed area, and encourage the sponsors to discuss their proposals with each other if they have not already done so. We recognize that this is not always feasible, and we are not limiting the number of applications in a given area, but want to encourage coordinated planning and solutions. Evidence of discussions between project sponsors for more than one project in a watershed is an indicator of the level of integration and cooperation occurring in a watershed and may increase scores in the integration section of the full application.

For this purpose, watersheds are defined in Appendix B, also known as Water Resource Inventory Areas (WRIAs).

2) Full Proposals

Full proposals will be submitted via Ecology's EAGL (Ecology Administration of Grants and Loans) in the spring of even numbered years. To access the system, applicants must first:

1. Register for a **Secure Access Washington (SAW) online services account**.
2. Register as an **EAGL User**.

To register for a SAW account, visit http://secureaccess.wa.gov/ in order to access the EAGL system. SAW accounts may take some time to set up, so starting early is encouraged. Each staff member of an organization that will have a role in the project (e.g., project manager, financial manager, and grant signatory) must each establish their own separate SAW account before you can apply. **You may not share a SAW account with another person or organization.**

3) Evaluation Panel

Ecology uses a team of technical experts to evaluate and score full project proposals based on responses provided on the application and then develops the final list with the Floodplains by Design Management Team based on other program policies and priorities. The Flood Hazard/Risk Reduction, Floodplain ecosystem protection or restoration and Collaboration and Integration t categories have 60 points available each, which reflects the importance of those three categories. Agricultural benefits also has a separate category due to its importance in many floodplain areas as there is a need to understand the potential impacts and benefits to any

proposed actions agricultural areas. For a more complete description of the scoring guidance see Appendix C.

Scoring of the full proposals will be conducted by a Technical Review Team, comprised of experts in the fields of floodplain management, natural hazards mitigation, salmon recovery, ecosystem restoration, agricultural practices, and general project management. Ecology will assemble the review teams in advance of the full application deadline. The full application review team will be informed by Ecology staff and others who were able to attend the presentations given by the project sponsors in spring of 2020 (the full review process is available at Ecology's Floodplains by Design web page). The reviewers will consider the entire application as a whole, share their critiques, comments and scores with their fellow review team members. After consultation with each other the review team will agree upon a single final score for the proposal/project.

The Technical Review Teams' members will be drawn from state and federal agencies, as well as nonprofit organizations who have not submitted applications for FbD funds. If a proposal impacts agricultural lands, Ecology will seek input from Conservation District or other agricultural group representatives knowledgeable about your geographic areas. If a proposal impacts salmon, Ecology will seek input from Lead Entities or other salmon-related groups knowledgeable about your geographic area.

Once the full proposals are scored, they will be ranked in score order and provided to the Floodplains by Design Management Team. . Final scores are not the only consideration used in proposing projects for funding. The scoring system is intended to identify high-quality projects that meet the FbD program intent of integrated floodplain management at a watershed or river-reach scale that considers flood hazard reduction, ecological preservation and restoration, salmon recovery, agricultural benefits, and other community benefits. Other considerations in creating the proposed funding list in addition to project scoring include:

- Providing grant funding to a balance of project activities (such as construction vs. pre-construction), and types
- Ensuring geographic diversity in FbD investments across the state.
- Past performance (demonstrated ability to complete projects within 2-3 years) on Floodplains by Design grants
- The level of FbD funding already awarded that is unspent at the time of grant ranking
- Consideration of social and economic equity issues

A full proposal funding list will be released in early November 2020. All full proposal applicants will be notified at that time of their project status.

The final list for full proposal funding will be submitted to the Governor's Office as part of Ecology's budget request for the 2021-23 biennium. The Governor will release a budget in December 2020 for consideration by the legislature. The state legislature will adopt the final funding level for FbD in the state budget. If the funding level is less than requested, Ecology may need to work with the FbD partnership to refine the final funding list to ensure program objectives are met. If an applicant makes significant changes to the scope of work after the application deadline, Ecology may withdraw its funding offer.

Elements of Successful Proposals

In general, a successful FbD project proposal will:

- Show how the project solves or addresses a significant flooding problem and advances a priority salmon recovery need.
- Demonstrate an integrated floodplain management approach, particularly at a reach or watershed scale
- Describe how relevant authorities, tribes, and stakeholders have collaborated to develop the proposal and describe the institutional structures in place to support ongoing collaboration
- Demonstrate a clear connection between the proposed project and how it will help resolve the identified flooding issue.
- Document that the proposal will not worsen flooding in another location.
- Show how the project will not induce more development in the floodplain, and as possible reduce existing development in the floodplain.
- Demonstrate how the project takes climate change impacts into account and enhances long-term community and environmental resilience.
- For Puget Sound projects, show how the project is consistent with the Puget Sound Partnership Action Agenda and applicable LIO ecosystem recovery plans.

Complete a table of project outcomes measurements.

- For on-the-ground activities such as construction or acquisition, complete the FbD **metrics** table (see appendix G) to document anticipated project outcomes. This metrics table is required, but will not be scored**.**
- Include information about project activities that are to be done as part of the 2021-23 funding cycle. For purposes of metrics data collection, we are not including project progress prior to the 2021-23 funding cycle, or anticipated progress after the 2021-23 funding cycle.
- For each metric, the application should briefly describe the methodology utilized to measure the metric in the *Methodology Used* section. For each category, the most precise data source available should be used.
- Several of the metrics ask for a GIS polygon. This information is extremely important. This spatial data allows the FbD program to analyze the aggregate benefits of the program.
- **Applications without a completed metrics table will be considered incomplete.**

Describe the community support and stakeholder involvement that shaped the project.

- Document the outreach and engagement conducted to develop the proposal.
- Document support for the project from affected parties.
- Provide documentation of plan(s) that supports the project.
- Explain why the project is a high priority for the affected community(ies)
- If your project impacts local flooding and flood control structures, document a robust stakeholder process that involves the local Floodplain Managers in your region.
- If your project impacts agricultural land, document a robust stakeholder process that involves the agricultural community including, but not limited to, letters of support from landowners in the project area.
- If your project impacts salmon habitat, document a robust stakeholder process that involves Lead Entities in your region/watershed.

Show that funds will be spent efficiently.

- Provide an accurate, detailed and reasonable budget.
- Show that the funds can be spent in a timely manner (ideally 1 biennium, or 2 years. 3 years if needed.
- Show that the funding request is reasonable compared to the proposed benefit.

Illustrate that the project is ready to proceed.

- Include a well-defined scope of work that has goals, objectives, timelines, and measurable outcomes.

- Document that all required environmental reviews have been completed
- Document that all permits have been obtained or applied for.
- Demonstrate that the lead organization has adequate capacity/staffing to manage the funds.
- Include a Landowner Acknowledgement form to show and confirm landowner outreach.

Be easy to read and understand.

- Make sure that your application addresses all of the items identified in the evaluation criteria and scoring guide.
- Give clear, concise answers to all questions.
- Write in complete sentences.

Helpful hints:

- Include maps, diagrams, and pictures of the project and project area and display past projects (if any exist) to provide watershed or reach-scale context for proposed activities.
- Provide documentation to support answers, including citations.
- Make sure to complete the metrics table.

Consistency with the Puget Sound Action Agenda

Applicants in the Puget Sound basin must be consistent with the Puget Sound Action Agenda. See http://www.psp.wa.gov/action_agenda_center.php for the current version. The Puget Sound basin is defined as WRIAs 1 through 19 (see Appendix C for a map of WRIAs in Washington State).

At a regional scale, the Action Agenda is Puget Sound's shared roadmap for ecosystem recovery. The plan outlines the regional strategies and specific actions needed to protect and restore Puget Sound. The Action Agenda is a collective effort that is informed by science and guides effective investment in Puget Sound protection and restoration.

At the local scale, communities around the Puget Sound coordinate efforts to advance the Action Agenda. Local governments, tribes, non-profits, watershed, marine resource, and salmon recovery groups, businesses, educational organizations, and private citizens are collaborating to develop and integrate local actions that foster implementation of Action Agenda priorities through organizations called Local Integrating Organizations (LIOs). All LIOs have approved local ecosystem recovery plans, many of which include floodplain goals and strategies. The collective impact of local plans better moves the dial for overall floodplain targets. See https://pspwa.box.com/v/LIORecoveryPlan06-30-2017 for current LIO Plans.

Consistency with Restoration Planning

Salmon habitat (riparian and wetland) restoration is a vital part of FbD projects. The design of habitat restoration components should be consistent with watershed-specific planning and conditions; and should be based on best practices identified in various manuals and guidance.

Salmon Recovery Lead Entities are key groups supporting watershed-based habitat restoration across the state. It will be very important to ensure that your FbD project is in harmony with the habitat recovery objectives of the Lead Entity. Engagement of LE's is expected. Letters of support are strongly encouraged. For background and contact information see http://www.rco.wa.gov/salmon_recovery/lead_entities.shtml

Other sources of habitat information are the WDFW and tribal biologists familiar with your region. See http://wdfw.wa.gov/conservation/fisheries/fish_district_bios.pdf or WA State Tribes and Tribal Reservations Map.

Documents providing best practices for habitat project design include:

- The Stream Habitat Restoration Guidelines, available at http://wdfw.wa.gov/publications/01374/wdfw01374.pdf
- Ecology's *Restoring Wetlands in Washington: A Guidebook for Wetland Restoration, Planning & Implementation*; at: https://fortress.wa.gov/ecy/publications/publications/93017.pdf.

Stakeholder Engagement

Applicants are expected to engage all relevant stakeholders early and often. This engagement and coordination should occur prior to submitting an application for funding and during project development and implementation after receiving an award. While letters of support from stakeholders are important from a proposal evaluation standpoint, robust ongoing engagement from relevant stakeholders is crucial to the success of a Floodplains by Design project.

Successful FbD applications will be founded on robust interaction with stakeholders.

- If your project impacts local flooding and flood control structures, contact the local **Floodplain Managers** in your region including diking and drainage districts and flood control districts.
- If your project impacts salmon habitat, contact the **Salmon Recovery Lead Entity** and local **Tribes** in your region.

- Because Tribal interests often lie outside any formal land boundaries all FbD projects should consult and contact **Tribes** in the region of the project.
- If your project is located in the Puget Sound (except for the Skagit), contact the **Local Integrating Organization Coordinator** in that area.
- If your project impacts agricultural lands, contact the local **Conservation Districts, Drainage Districts and/or farming organizations.**
- If your project impacts water quality, contact **Ecology Water Quality Program staff** and **local Conservation District** for input.
- If your project impacts recreation, contact **local user groups and/or local or state parks departments.**

Historic and cultural resources requirements

Many proposed projects have the potential to significantly impact culturally or historically significant locations or artifacts. All projects that disturb soils from its natural state or impact buildings 50 years or older must comply with the applicable state or federal laws. Activities such as potholing, performing geotechnical borings, and grading are considered soil disturbance. Applicants should address compliance with State and Federal cultural resource protection environments as part of the project work plan. All activities associated with site assessments for cultural and historic resources are grant eligible. See Appendix D for additional details on the process to comply with cultural resource protection requirements.

Quality Assurance Project Plan (QAPP) requirements

Many projects involve the collection of environmental data or the analysis of existing data that will generate new results. This type of work may trigger the need for preparation of a QAPP. Where relevant, applicants should include preparation of this document within the scope of work and budget when completing your application. If you are unsure whether your project requires preparation of a QAPP, please review the QAPP discussion in Chapter 5, under *Agreement Conditions*. You may also contact your Ecology regional Project Manager with questions.

Chapter 5: Agreement Development, Management, and Conditions

Agreement development

Ecology makes formal funding offers at the time of the publication of the Final Funding List. Ecology assigns a Project Manager and Financial Manager in EAGL to each project receiving a funding offer. The Project Manager contacts the applicant within four weeks of the grant offer to schedule a time to discuss the funding offer and begin the process of developing a funding agreement. The Project Manager and Financial Manager work to develop and negotiate funding agreements and monitor recipient performance after an agreement is signed.

The Project Manager and Financial Manager use information found in the funding proposal as the basis for developing the funding agreement. Funding agreements for clearly defined project proposals that include a detailed scope of work, measurable objectives, and accurate budgets take less time to develop. If the applicant makes significant changes to the scope of work after the award, Ecology may withdraw or modify a funding offer.

To speed development and processing, Ecology standardizes much of the funding agreement language and includes general terms and conditions and other conditions that are required by state or federal law.

The Project Manager ensures compliance with the scope of work; reviews and approves line item costs for eligibility on payment requests. The Financial Manager ensures compliance with the agreement's budget and other agency financial criteria.

The Project Manager is the primary contact for technical assistance and day-to-day questions. The Project Manager also works with the Financial Manager to resolve payment or eligibility issues if they arise. When in doubt, call the Project Manager for information.

When the agreement is finalized, the applicant signs the agreement. The applicant will send the funding agreement back to the Financial Manager for the final signature by the Shorelands and Environmental Assistance Program Manager or the authorized designee. Ecology will notify other relevant Ecology sections since they may be involved in project permitting.

Once the agreement is signed by Ecology, a fully executed original will be returned to the recipient. The *Applicant* becomes the *Recipient* once the agreement is signed.

In order for Ecology to administer these FbD grants move effectively, Ecology may request additional information on staffing plans, indirect cost plans, contracting procedures and budget details from applicants.

A complete listing of the administrative requirements for all grants administered by Ecology is contained in the *Administrative Requirements for Recipients of Ecology Grants and Loans Managed in EAGL*; see: https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html

Sub-Agreements. Contracting must follow the local jurisdiction's procurement policy. If there is no recorded policy, then recipients must follow the state's procurement policy.

Interlocal agreements are between entities within local governments (city or county) such as Department of Public Works and Department of Resource Management - Interlocal agreements must be consistent with the terms of the grant agreement and Chapter 39.34 RCW, *Inter-local Cooperation Act*; see: http://app.leg.wa.gov/rcw/default.aspx?cite=39.34&full=true.I

Interagency Agreements are used between state and state agencies or between state and federal agencies. Federally recognized tribes, as sovereign governments, use inter-agency agreements with federal or state agencies. Ref: RCW 39.34.080
http://app.leg.wa.gov/rcw/default.aspx?cite=39.34;
http://app.leg.wa.gov/RCW/default.aspx?cite=39.34.080

Amendments

Modifications and changes to the funding agreement may become necessary. If and when an amendment is needed, the recipient must submit any proposed amendments or changes in writing to their Ecology Project Manager. The recipient and Ecology's project and financial managers will negotiate changes and document the changes as an amendment to the funding agreement. All proposed project changes are subject to approval by Ecology.

Either the recipient or Ecology may initiate the amendment process. If the Project Manager concurs with the written request, the Financial Manager prepares the amendment.

The recipient prints, signs, and returns two copies of the amendment to Ecology. Ecology's SEA Program Manager or designee signs the amendment. Ecology sends one of the original copies of the signed amendment to the recipient contact.

Reasons for amendments could include:

- Budget changes or redistributions
- Scope of work changes
- Changes to required performance

- Time extensions

Important dates and timelines

The funding agreement for the project must be agreed upon and signed by both parties within three (3) months of award notice to avoid losing valuable implementation time. The time period can be extended for cause and is subject to Ecology's approval. Unless there is high confidence that grant work will be completed within the biennium that funds are provided, Ecology will write the grant agreement with a 4 year expiration date. The 4 years begins with the start of the biennium in which funds are awarded (normally July 1 of odd-numbered years). Projects are still expected to submit a schedule, budget and scope that can be completed in 2-3 years. The additional year is contingency. The expiration date of the grant does not guarantee that funding will be re-appropriated at the end of the initial biennium. That is a legislative decision and is not guaranteed, although funds are usually moved (re-appropriated) into the next biennium. Additionally, slow spending of awards and repeated re-appropriation of unspent funds may be interpreted as a lack of need for future legislative funding of the program.

The *expiration date* (of an agreement or amendment) is the last date on which costs may be incurred and be considered eligible. The *project completion date* is the date specified in the agreement as that date on which the Scope of Work will be fully completed.

If the project is not completed within one biennium (2 years) due to unforeseen circumstances, the project sponsor must notify Ecology and Ecology may be able to request a re-appropriation of funds from the legislature, but this re-appropriation is not automatic.

To ensure timely processing, the recipient must request extensions no less than three months before the funding agreement is due to expire.

Procuring goods and services

The recipient is responsible for procuring professional, personal, and other services using sound business judgment and good administrative procedures consistent with applicable federal, state, and local laws, orders, regulations, and permits. This includes issuance of invitation of bids, requests for proposals, selection of contractors, award of sub-agreements, and other related procurement matters. The recipient must follow their own procurement policies. If none exist, the recipient follows state procedures.

The Office of Minority and Women Owned Business Enterprises (OMWBE) has established voluntary goals for the participation of minority- and women-owned businesses in procurements made with Ecology funds. Each grant agreement will contain a condition regarding OMWBE.

While participation is voluntary, Ecology requires reporting the level of participation on Form D: Contractor Participation Report and submitted with each PRPR.

Public awareness

Recipients must inform the public and any affected parties about the project for the following: Any site-specific project that is accessible to the public must have signs acknowledging state participation. Both Ecology and Floodplains by Design logos are available from Ecology's Project Manager for use on all signage and/or publications.

Permits

Recipients must secure any required permits and provide documentation upon request. Work on the permit preparation is an eligible cost. Permit fees associated with completing a funded project are also eligible. Ecology considers annual permit fees a normal operating expense. Annual permit fees are not eligible for funding.

Education and outreach

Recipients must provide Ecology with a copy of any tangible educational products developed under the grant, such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements and web page links. If this is not practical, recipients must provide Ecology a complete description including photographs or printouts of the products. Recipients must also provide Ecology with contact information for local project leads.

If there are a significant number of people in the community (10% or greater) that speak languages other than English, recipients must produce all educational and public outreach materials in English and in the other most prevalent language.

Project site visits and post project assessments

Ecology's Project Management Team may conduct site visits to provide technical assistance and verify progress or payment information for projects.

Project Close-out

When the grant agreement and the project ends, final invoices must be submitted to the Project Manager within 60 days of grant agreement end date. A final project completion report must accompany the final invoice (see Appendix G, Project Completion Form).

Agreement management

The *effective date* of the agreement is the earliest date on which eligible costs may be incurred. Unless explicitly stated by the state legislature in a budget appropriation, the effective date for grants is usually the beginning of the state fiscal year or biennium which occurs July 1.

The applicant may incur project costs on and after the effective date of July 1or the state date as determined by the Washington State Legislature and before Ecology's signature of the final agreement. Eligible expenditures cannot be reimbursed until the agreement has been signed by Ecology's Shorelands and Environmental Assistance Program Manager. While applicants can incur eligible costs before the agreement is signed, they do so at their own risk.

The Grant Budget

All recipients must track the project budget by task.

(A budget by object such as staff salaries/benefits, goods/ services, equipment rental, travel, etc. is not permitted.) Object budget information is however requested in the application and used to evaluate if all costs have been considered by the applicant and if applicable, enables Ecology to track requested purchases during project implementation.

Disbursements of grant funds:

Ecology disburses grant funds to recipients on a cost-reimbursable basis. The recipient must incur eligible costs within the effective date and expiration date of the funding agreement.

Eligible Costs:

The following costs are eligible specific to the Floodplains by Design Grant Program. (Ecology's Administration of Ecology Grants and Loans [Yellow Book] details other costs and their eligibility).

Indirect rate

The recipient can charge an indirect rate of up to 30% percent of salaries and benefits to cover overhead costs that benefit more than one activity of the recipient. Indirect costs are not directly assignable to a particular objective of the project such as space utilities, miscellaneous copying, telephone, motor pool, janitorial services, records, storage, rentals, etc., items not directly attributable to the project yet are required to conduct business. The use of indirect must be

reported on a separate line item on the PRPR invoice spreadsheet. A list of indirect items must be reported with the first invoice and remain constant for the life of the grant.

Light refreshments

Light refreshment costs for meetings are eligible as permitted by Ecology's travel policy. Light refreshments include coffee and any other non-alcoholic beverage, such as tea, soft drinks, juice, or milk and snacks served at a meeting or conference. Ecology's Light Refreshment Approval Form must be signed by the Ecology Project Manager prior to the meeting or series of meetings and must be accompanied by a roster of attendees and meeting agenda for **each** meeting to be eligible for reimbursement.

Technical Advisory Committee (TAC)

The costs of convening a Technical Advisory Committee must have Ecology's Project Manager approval in order to be reimbursed. Each TAC member will be reimbursed for time, inclusive of travel (at state rates) as predetermined by the grant recipient and Ecology's Project Manager. The TAC will provide technical advisory services specific to the task(s) in the scope of work.

Procuring goods and services

The recipient is responsible for procuring professional, personal, and other services using sound business judgment and good administrative procedures consistent with applicable federal, state, and local laws, orders, regulations, and permits. This includes issuance of invitation of bids, requests for proposals, selection of contractors, award of sub-agreements, and other related procurement matters. The recipient must follow their own procurement policies. If none exist, the recipient follows state procedures.

The Office of Minority and Women Owned Business Enterprises (OMWBE) has established voluntary goals for the participation of minority- and women-owned businesses in procurements made with Ecology funds. Each grant agreement will contain a condition regarding OMWBE. While participation is voluntary, Ecology requires reporting the level of participation on Form D: Contractor Participation Report and submitted with each PRPR.

The following are reference materials and procurement processes that could be used in contracting our work or using sub-recipients. All contracted work and sub-recipients are required to comply with the terms of the final agreement, including but not limited to the General Terms and Conditions and the Administration Requirements for Recipients of Ecology Grants and Loans, and these Funding Guidelines.

Understanding and negotiating the financial side of professional service contracts

- Washing State Department of Transportation: http://www.wsdot.wa.gov/audit

- Deltek 2015 Architecture and Engineering Industry Study: https://network.aia.org/HigherLogic/System/DownloadDocumentFile.ashx?DocumentFileKey=8a4dd73a-0941-4008-a9a6-f74b964cd170

- Deltek Key Performance Indicators for Engineering and Architecture Firms: https://www.deltek.com/en/learn/blogs/a-and-e/2013/10/10-key-financial-performance-indicators-for-architecture-and-engineering-firms

- Federal Acquisition Regulations 15.404: https://www.acquisition.gov/far/html/Subpart%2015_4.html

Washington State Procurement Procedures

- Washington State Purchasing Policies: https://des.wa.gov/about/projects-initiatives/procurement-reform/current-policies

- Revised Code of Washington Public Works: https://des.wa.gov/sites/default/files/public/documents/Facilities/EAS/RCW_WAC.pdf?56i15hr

Transportation costs

The recipient can recover the cost of transportation through the state mileage rate. The mileage rate includes all vehicle-related needs, such as gas, tires, insurance, and maintenance. *For current state mileage rates see*: http://www.ofm.wa.gov/policy/10.90a.pdf.

Progress Reporting / Payment Requests (PRPRs)

Ecology is now using a web-based grant program known as Ecology Administration of Grants and Loans (EAGL). All grant activity from beginning to end is conducted through EAGL. Progress reporting and payment requests are an inherent part of this program.

Progress Reports and commensurate Payment Requests (invoices) are to be submitted quarterly to demonstrate timely spending. Recipients must submit progress reports at least quarterly and with every payment request. Progress reports are submitted to the Project Manager. Progress reports should include a description of all progress made in the reporting period to meet goals as well as any successes, problems, and delays that affect the project. If a problem exists, recipients

must discuss the corrective actions taken or proposed and identify any Ecology assistance that may be needed.

Ecology will withhold payments if the recipient has not submitted progress reports.

All PRPRs are reviewed for eligibility by Ecology's Project Manager for compliance with the scope of work. The Financial Manager reviews the invoice for conformance to the grant budget and financial reporting requirements. All deliverables as scheduled in the grant agreement are due with the respective PRPR.

On the PRPR's all costs are itemized by task per the grant agreement with a line item for each cost incurred. Backup documentation must be in the same task order and show how that cost was incurred. For instance, if the cost is a compilation of separate costs, details must be shown on the backup as to how that end cost was arrived at. If the line item cost is a breakout from a larger cost, that breakout detail needs to be shown as well. All line items and backup documentation must agree. Highlighting end costs on the backup helps to speed review of the invoice and ultimately payment to the grant recipient.

Budget deviations are allowed between tasks (e.g., a recipient may spend less funds on one task and more on another), but in no circumstance may the recipient exceed the total project cost. If the total of all budget deviations exceeds 10 percent of the entire project cost, an amendment will be required.

Non-performance of projects/re-assignment of funds

Project sponsors are encouraged to read the Termination section of the General Terms and Conditions of their grant agreement for more details on non-performance.

Projects that do not perform in a timely fashion present a risk not only to the direct project itself, but also the entire FbD grant program, as timely performance is an expectation of the legislature and the fund source.

If a funded project is not making progress, either in whole or part, Ecology may, at its sole discretion, retain some or all of the funding originally awarded to the project that has not already been spent. Discussions with the grant recipient as to the cause and potential solutions to getting the project going again will be performed prior to any decision by Ecology. Discussions are likely to be unique to each project, but may include, but not be limited to, input from; the local community, governmental agencies and tribes, elected officials, other funding agencies and sources that have invested in the project, agricultural interests, salmon recovery and ecosystem restoration interests, and floodplain management and emergency planning agencies and interests.

If the decision is made to retain some or all of the funding, the following steps will be considered as potential new uses of the retained funds;

1. Ecology will work with the original grant recipient to develop a new scope of work that is still within the overarching proposal that was evaluated in the scoring and ranking process, if possible. Ecology will have sole decision authority about whether the new proposed scope was fully evaluated under the overarching proposal.
2. If no new scope can be agreed upon with the grant recipient under the overarching project, Ecology will re-assign the funding to the first project evaluated in that funding round but not funded. Funding available may be only a portion of the original project request. If the grant recipient agrees to a partial award than all available funding will be provided to that project.
3. If the first unfunded project cannot make use of the funds, has already been funded through another source, or can only utilize a portion of the available funding, the next unfunded project on the ranked list will be offered the remaining funds.
4. This process will continue down the ranked list until all funds have been obligated.

Assessment of Grant Recipient Performance

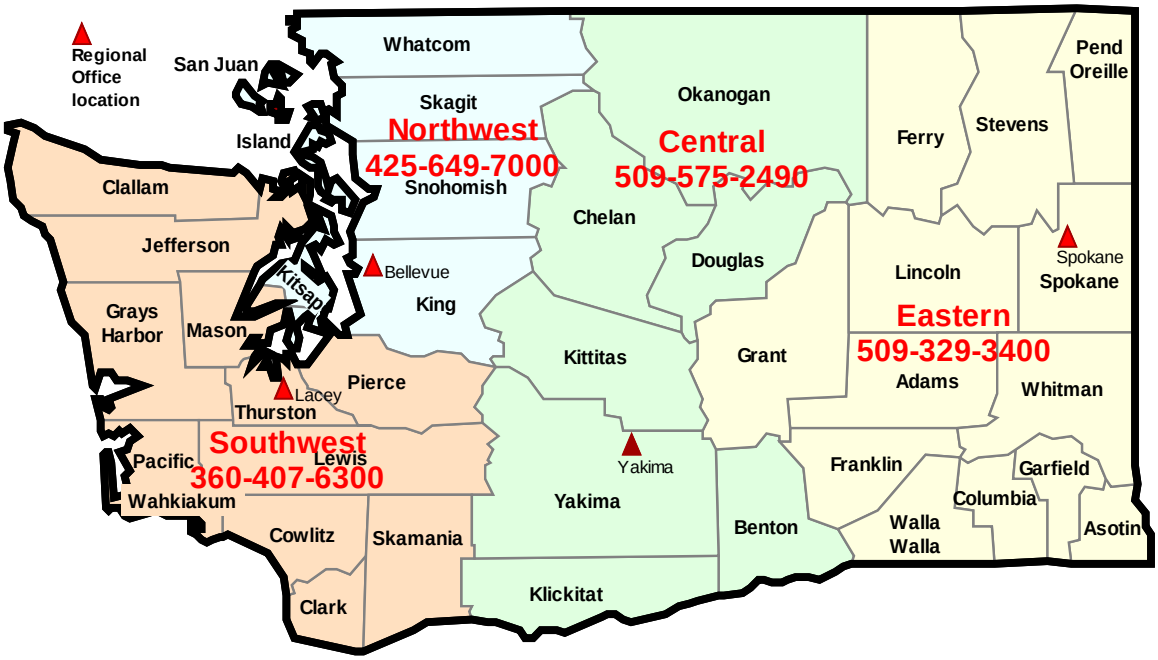
When the scope of work has been completed and the grant closed out (or earlier if the grant is cancelled due to non-performance or other issues), Ecology will perform an assessment of the recipients performance. Performance elements will include;

1. The general responsiveness of recipients in communicating in a timely way with Ecology
2. Timeliness in completing the initial grant agreement and any subsequent amendments
3. Timeliness and completeness of Progress Reports and Payment Requests
4. The need for amendments, their frequency and significance of scope change
5. Timely grant close out
6. The results of any audit findings

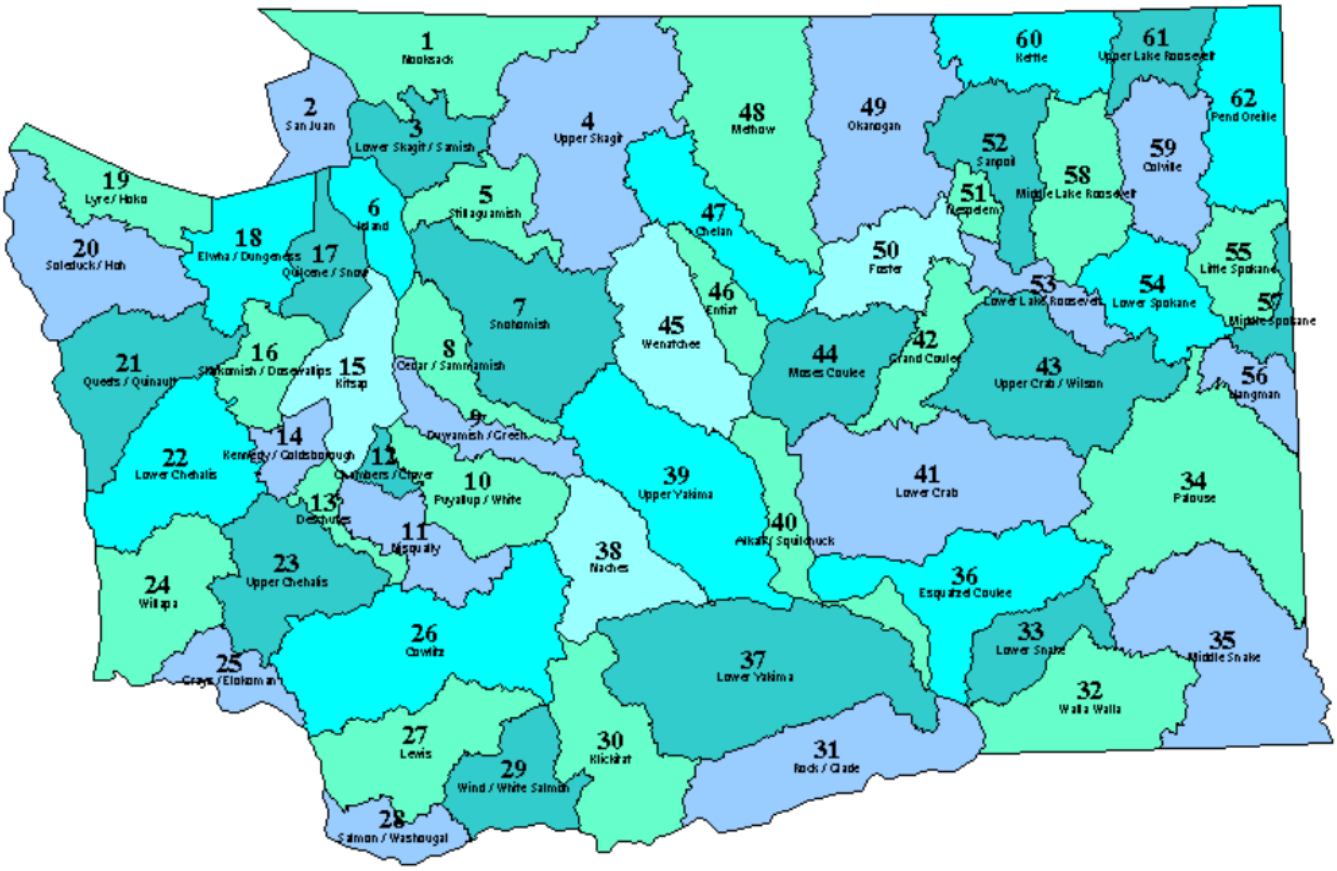
Ecology will issue the full assessment details at the time of grant agreement processing for funded projects.

Appendix A: Department of Ecology Regional Offices

Headquarters (Lacey) 360-407-6000
TTY (for the speech and hearing impaired) statewide is 711 or 1-800-833-6388



Appendix B: Map of Water Resource Inventory Areas (WRIAS) in Washington



For WRIA names and numbers, see http://apps.leg.wa.gov/WAC/default.aspx?cite=173-500-040

Appendix C: Application Scoring Guidance

Ecology evaluates Floodplains by Design (FbD) project proposals based on responses provided on all the questions of the application. The draft full application is included as Appendix J. The full application now includes new, unscored sections that are intended to provide more context and information about the scope and scale of Integrated Floodplain Management being done in your area, and how your current FbD funding request fits with the larger floodplain management effort being advanced. Please refer to the Appendix J and draft full application to see the other information requirements of the application process. Also please refer to the discussion of Integrated Floodplain Management in Chapter 1 when filling out the full application. The discussion below is for the scored elements of the application.

A total of 280 points are available to all projects, with additional 30 points available to projects in agricultural areas. In order to normalize scores between projects with and without an agricultural component, we will be using a "percent of available score" system. For those projects without an agriculture component, 280 points are the maximum available. For those in agricultural areas, 310 points are the maximum. Projects will be scored as a percent of total available points. For example, a project not located in an area where lands are in active agricultural production that scored 260 points would receive a score of 92.9% (260/280). A project located in an area where lands are in active agricultural production that scored 260 points would receive a score of 83.9% (260/310). If your proposal includes elements in agricultural areas, you must discuss how your proposal affects agricultural viability positively or negatively. If your project is not in an agricultural area it is best not to attempt to try to pick up "extra points" by filling in the scored agricultural section, as this would decrease your overall score. Keep in mind that overall score is not the only mechanism used for selecting the best projects for funding.

The following provides a list of the sections that are scored, with details on how points are awarded and scoring guidance. Please keep in mind that applications which provide quantitative data and documentation score higher than applications which provide only qualitative or descriptive information.

Table C-1: Application Scoring Guidance

1. **Collaboration, Participants, Institutional Structures and Level of Integration** (60 points)
• Describe why this specific proposal is a timely approach to advancing action consistent with your integrated goals and strategies. (300 words) • Describe the current status of collaboration, participants, and/or institutional structures (as noted in the Elements of Integration document) that support the tasks put forward in this

proposal and implementation if funds are received. Which water/flood management, salmon recovery authorities, tribes (and agricultural organizations if relevant) are supportive of this project? Describe improvements expected, if any, as a result of this funding. (300 words)

- Projects shall be consistent with existing floodplain management and habitat recovery plans. Projects must also be consistent with Climate Adaptation Plans if available. Applicants need to demonstrate that project is consistent with the sequencing of local work plans and priorities, and aligned with watershed recovery work. (Elements of the project may have been developed through more than one planning process. Please identify the planning process used for each major element if they are not from a common plan.)
- Maximum points are awarded for projects specifically supported and prioritized in adopted plans and strategies,
- Integrated floodplain projects, by their nature, require that a variety of interests and organizations coordinate and collaborate to develop projects. All project proponents *must* engage the relevant entities responsible for both flood risk management (e.g. City/County floodplain managers, special purpose flood control/levee/dike districts) *and* ecosystem recovery (e.g. salmon recovery lead entities, Indian Tribes, lead integrating organizations). Projects opposed by one or more of these groups will not be considered for funding.

Depending on the location, scope and affected interests of a particular project, proponents may also engage some or all of the following:

- Agricultural interests and organizations
- Community recreation departments and organizations
- Local governments such as cities, towns and counties
- Economic development organizations
- Federal and state natural resources agencies
- Others, as appropriate.

- All applicants should describe the process they used to engage stakeholders, how stakeholder interests, concerns and input were incorporated, and level of support from each stakeholder/interest group for the proposed actions. This will be particularly important in areas without existing floodplain management or habitat recovery plans.
- Maximum points are awarded for projects specifically supported and prioritized in adopted plans and strategies, and for which letters of support are provided from relevant authorities and stakeholders, explicitly endorsing the project and its outcomes for their interests.

2. Flood hazard/risk reduction – 60 points possible

This question is worth up to 60 total points;

i. At the watershed, reach and/or site-scale, describe the flood hazard and frequency for flood risk. Quantify the risk where possible.
ii. Demonstrate the ability of the overall strategies and actions, at the watershed, reach and/or site scale, to address the flood hazard while avoiding increasing development in flood hazard areas and adverse ecological impacts.
iii. List the tasks in this application that are consistent with delivering these results.
iv. If there are no tasks in this application specific to flood hazard reduction:
    1. Describe how the investments proposed in this proposal leverage other resources to reduce flood risk or why tasks specific to flood hazard risk reduction are strategically sequenced to occur later in time.
    2. Describe your strategy and confidence that later actions will be funded and implemented.

Guidance

B. Floodplains by Design projects must reduce flood risk to communities, infrastructure and/or farmland or be part of a reach or watershed strategy that reduces flood risk. Projects will be evaluated based on the individual project's effects or on the effects of the reach or watershed strategy.

C. Minimum requirements for flood risk reduction include a demonstration of improved flood safety for an area and a demonstration of no adverse impact (that the project will not worsen flooding anywhere else). Applicants should discuss both upstream and downstream effects. Flood risk reduction measures should not create adverse ecological impacts.

D. Describe significance of the flood hazard and frequency of flood events as indicated by negative consequences of existing and anticipated future levels and frequency of flooding, extent of at-risk structures and property, disruption of transportation, etc.

E. Demonstrate that the solution addresses the hazard, describing the root cause of the problem and how the proposed project will address not just symptoms but the root cause.

F. Provide supporting quantitative data where possible (e.g. number of structures removed from hazard area, BFE reduction, acre-feet added, area or distance of setback, etc.)

G. Projects should reduce flood risk on both a short-term and long-term basis in a way that is durable. One approach to durable solutions is to move people and infrastructure away from the river, remove impediments to flow, and provide more floodplain area for floodwater conveyance and storage. Another example of durability is if the project considers the effects of climate change and land use changes and accommodates future anticipated changes to river flows, sea level rise, sediment delivery and other factors that affect flood risk.

H. Flood risk reduction measures should not encourage new land development that increases future flood risk and as possible should reduce development in the floodplain. Floodplains by Design can support redevelopment and improved flood resiliency in historically established and substantially built-out urban areas. However, all projects should consider

whether moving people and infrastructure away from the river and out of the floodplain is feasible. Typically, projects that induce additional urban development and impervious surface within floodplains will not score as well. For an area that is only partially developed, high-scoring proposals must show how future development is being guided to maximize remaining natural functions of the floodplain

I. Feasibility and design projects should include appropriate analysis of anticipated changes to flood risk in the scope of work so that these outcomes are understood prior to advancing to the next project phase. Construction project proposals should be able to quantify flood risk reduction that will result from the proposed actions.

J. Projects that address flooding due solely to drainage problems do not meet the flood risk reduction intent of FbD. Drainage is discussed further in the agriculture section below.

3. Floodplain ecosystem protection or restoration – 60 points possible

- This question is worth up to 60 total points;
- At the watershed and reach scale, briefly describe the ecological and habitat status of floodplain areas and the key limiting factors for ESA-listed salmon and other key species of concern.
- Describe the specific actions proposed that will support salmon recovery priorities in your watershed and/or reach area. In particular, describe how your project benefits listed salmon populations and/or salmon populations that benefit Tribal treaty rights. Describe efforts you have taken to coordinate and seek the support of local Tribal interests in your region. A letter of support from your respective Lead Entity stating that the strategies and actions are consistent with and support priority salmon recovery goals, limiting factors, or other high priority salmon recovery actions in your project area is highly encouraged. The support letter should be placed in the Upload section of the full application. Applicants with a support letter from your respective Lead Entity will be considered more competitive
- Describe how you have considered climate change impacts on the ecosystem and addressed those impacts
- Describe, and where possible quantify, the beneficial ecological impact provided by the strategies, actions and specific tasks at the watershed, reach and/or site scale.
- If there are no tasks in this application specific to ecosystem protection or restoration:
    - Describe how the investments proposed in this proposal leverage other resources to protect or restore floodplain ecosystems or why tasks to protect or restore floodplain ecosystems are strategically sequenced to occur later in time.

- Describe your strategy and confidence that later actions will be funded and implemented.

Guidance

- Floodplains by Design projects must have a significant ecological restoration component or be part of a reach or watershed strategy that restores or enhances ecological function. Projects will be evaluated based on the significance of the ecological benefit within the overall restoration needs in the project-scale area or watershed.
- Applicants should demonstrate how the project provides ecological benefit (e.g., reconnects floodplains, advances salmon recovery, protects the Channel Migration Zone, protects treaty-reserved natural resources, and/or restores habitat). Provide supporting quantitative data where possible (e.g. acres of floodplain or estuary restored/reconnected, miles of overall river ecosystem function improved, etc.)
- A higher probability of long-term (durable) ecological benefits will be provided by projects that maintain or re-establish natural processes and functions, and by projects that accommodate future anticipated climate changes to river flows, sea level rise, sediment delivery and other factors that affect ecosystem function and habitat formation.
- Projects should be consistent with the salmon recovery plan for the watershed. The proposal should include a description of how the project implements action(s) identified in a salmon recovery plan, and how the proposed actions fall into the prioritization of salmon recovery actions within the watershed.
- Projects should be consistent with the Local Integrating Organization (LIO) ecosystem recovery plan for the area (Puget Sound only).
- Projects on larger rivers (see list below for Puget Sound Rivers; outside of Puget Sound, largest river in the WRIA) will get more points than those that are on smaller rivers and tributaries.
- In the proposal narrative, applicants need to describe the ecological benefits that will be provided, and ecological processes and functions that will be enhanced. Greater points are given for projects that can preserve and restore ecological processes and functions as much as possible.
- To receive maximum possible points, the ecological restoration measures should not put existing floodplain uses at increased risk of flooding.

4. Agricultural Benefits (Ag areas only). 30 points possible

Ag benefits (in ag areas only) [30 points] NOTE: Ecology and the FbD review team will inquire at the pre-application stage about how agricultural activities and land use in your project area or adjacent to it were determined.

- At the watershed, reach scale, and/or site scale describe the presence of agriculture in the area of the proposed actions and the surrounding adjacent

lands, and the identified needs for preserving and improving agricultural viability.

- Describe the benefits of your strategies and actions for agricultural viability in your watershed.
- List the tasks in this application that are consistent with delivering these results.
- If there are no tasks in this application specific to agricultural benefits:
    - Describe how the investments proposed in this application leverage other resources to preserve and improve agricultural viability or why tasks specific to agricultural viability are strategically sequenced to occur later in time.
    - Describe how you determined that no negative impacts to agricultural lands will be accomplished and what other agricultural entities were consulted, if applicable.
    - Describe how climate change impacts have been considered in relation to agricultural processes and how you intend to address those impacts
    - Describe your strategy and confidence that later actions will be funded and implemented.

Guidance

- Floodplains by Design projects in agricultural areas may be part of a reach or watershed strategy to address flooding, ecosystem benefits and agriculture.
- Agricultural areas are defined as: **areas where lands are in active production or are planned for production.**
- **Ecology will inquire during the pre-application phase about how the agricultural community was engaged and impacts to agricultural lands and activities were assessed.**
- Where Floodplains by Design projects are proposed in agricultural areas, local agriculture interests should be part of the project partnership. Applicants should describe how they engaged agricultural interests, what concerns they heard, and how agricultural input was incorporated. Applicants should also provide documentation of support for the proposed project; opposed projects will be removed from consideration.
- Consistent with flood safety and ecological restoration, Floodplains by Design projects should also enhance agricultural viability. Applicants should provide evidence of agricultural benefits, such as provision of flood-safe areas for livestock and equipment during floods, improvements to drainage or irrigation infrastructure, protection from urban development (acres), or other capital or non-capital benefits to agriculture. Projects that accommodate future anticipated changes to land use, river flows, sea level rise and sediment delivery will receive higher scores than those that do not.

- Drainage is an important issue in maintaining agriculture in many floodplains. As described in the flood risk reduction section above, projects that address flooding caused solely by poor drainage are not considered flood risk reduction projects in the context of FbD. However, projects that include a drainage improvement element to benefit agriculture, in addition to a flood risk reduction component consistent with the FbD intent, can gain points in the agriculture category.
- Projects that take farmland out of production must demonstrate how the project will provide other means for a net gain to the local agricultural community in order to gain points in this category.
- Efforts to analyze challenges to agricultural viability and opportunities to address them that lead to identification of potential projects are eligible and encouraged.

5. Other Relevant Benefits – 30 points possible

Other relevant benefits [30 points]:

- At both the watershed and reach scale, describe the status of other community interests (such as water quality, public open space/recreation access, economic development, or other important local values) that are relevant to your integrated floodplain management effort.
- Describe how your strategies and actions maintain or improve these community interests. List the tasks in this application that are consistent with delivering these results.
- If there are no tasks in this application specific to other relevant community benefits:
    - Describe how the investments proposed in this proposal leverage other resources to maintain or improve community interests or why tasks specific to other benefits are strategically sequenced to occur later in time.
    - Describe your strategy and confidence that later actions will be funded and implemented.

Guidance

- Successful projects will also offer additional compatible community benefits, such as improvements in water quality, (e.g., restoration of wetlands or riparian areas, treatment of a TMDL or 303(d) issue, reduction in sediment), increased opportunities for public access and recreation (e.g., land acquisition, the development of trails, fishing access points or other recreational infrastructure), or other needs specific to a particular community.

- Magnitude of benefit will in part be measured by strong linkage to relevant plans and demonstrated involvement of relevant stakeholders (see scoring category 3 – Demonstration of Need and Support).
- Other benefits may include efforts to provide carbon sequestration through best available science and best practices
- Applicants should document the importance of the result produced, the ability of the solution to address the overall stakeholder need and the long-term improvement resulting from the project. More points awarded for significant beneficial impact on needs for recreation, open space and water quality improvement identified in adopted plans**,** than for other benefits with lower magnitudes of beneficial impacts or unclear impacts.

6. Cost Effectiveness and Budget– 10 points possible

Budget – (10 points)

a. Provide a detailed budget explanation by task, budget documentation, and methods to develop budget.
b. Describe how this is an appropriate scope of work. Demonstrate that necessary work has been budgeted for and contingencies have been identified and planned for.

Guidance

- Points awarded for cost-effective projects that represent a good investment of public funds to achieve flood risk reduction, floodplain ecosystem benefits and other compatible community benefits.
- Cost effectiveness is evaluated using the following information:

o Detailed budget consistent with and appropriate for the project scope and location. Include methods used to develop the budget. A spending plan, by quarter, is a required element of this section and the EAGL application. The spending plan should show the projected spending by quarter through project close-out.

o Benefits described above are significant relative to cost.

o Clear and appropriate scope of work. All necessary project work has been incorporated and contingencies are identified and planned for.

o Includes post-project considerations, such as anticipated reductions in infrastructure maintenance and flood damage costs under future conditions.

- Higher scores will be awarded to projects that are clearly and appropriately scoped and budgeted, minimize or eliminate future costs for maintenance, operation, or emergency response,

7. Readiness to Proceed – Maximum 30 points

Readiness to Proceed – (30 points)

a. Describe your readiness to proceed with your actions as soon as funding is received. Consider contracting, potential unexpected delays (permitting, changes in landowner willingness, etc.).
b. If the proposal includes land acquisition, conservation easements, or other real estate related actions, describe the current state of the transactions. Possible responses include but aren't limited to; No landowner contact, landowner contacted and willing, purchase and sale agreement pending, purchase and sale agreement in place, land already owned by grant recipient or other committed partner, etc.
c. Describe if you have other options consistent with your watershed or reach scale strategies described in Section B if the proposed tasks are unable to be implemented.
d. If you currently have unspent FbD funds granted in 2015 or prior, please describe why these funds remain unspent, and what changes have been made for this proposal to ensure funds are spent in a timely manner.

Guidance

- Projects are scoped to do the next logical step(s) that can be completed in a 2-year time-frame, are ready to proceed immediately upon notification of funding and sponsors/partners have the capacity to complete the project successfully and maintain it over time.
- Applicants should describe:
  - Overall project process and how the steps proposed fit into the larger life of the project.
  - Critical milestones for the project, such as receiving a permit or completing an acquisition must be identified. There must be enough milestones to evaluate whether the project is on schedule, or if adjustments will be needed.
  - Skills and experience of the project team and team member's availability to complete the work to demonstrate capacity to complete the project.
  - Schedules and deliverables, and, if a project is acquisition only, a clear plan outlined for successful subsequent floodplain restoration.
  - Long-term maintenance plan.
- Projects can demonstrate a certain level of readiness to proceed for their project (or each element of their project) by addressing the following criteria in their applications:

- A project is considered to be construction ready if it has a significant amount of engineering and design work already completed, such that final engineering and design can be completed and permits in place so that construction can commence within one year of contract award or the next available fish window.
- A project is considered to be design ready if it has completed conceptual (feasibility) and Preliminary design by the time of contract award.
- A project is considered to be acquisition ready if it has already had positive discussions with landowners or has secured a signed Land Owner Acknowledgement form. The form is available from Ecology upon request. Projects that show a landowner acknowledgement form with positive responses from all affected landowners will receive maximum credit.

- Applicants with currently FbD funded projects which are not considered to be moving forward in a timely fashion cannot score higher than 10 points in this category.

8. Leverage Opportunities – Maximum 30 points

Outcomes, Leverage and Public Benefit – (30 points).

a. Given the goals and strategies of your collaboration and the tasks described and summarized above, describe overall how your proposal represents a good investment of public funds.
b. Describe the other (non-FbD) funding sources or previous investments (e.g. land purchases) that will contribute to this project. Provide dollar amounts and how the funds or other investments create a more successful project.

Guidance

- Projects are scored on demonstrated coordination of other funding programs and investments (e.g., SRFB, FCZDs, Dike Districts, TMDLs, WWRP, ESRP, NEP, or others as applies.) Evidence of this will be based on the amount and diversity of the leveraged funding sources. Sponsors must identify 1) the funding agency, 2) the fund source or type 3) the intended use of the leveraged funds and how they relate to the FbD portion of the project 4) whether the funds have been awarded or are pending, 5) the amount of funding provided.

Appendix D: Cultural and Historic Resources Review Guidance

This guidance provides information for projects funded by Ecology to meet Executive Order 05-05 and Section 106 of the National Historic Preservation Act requirements.

Please note that the cultural resources review process is for government-to-government communication. Requirements of this process will not be met until Ecology has provided information to the Tribes and the Washington State Department of Archaeology and Historic Preservation (DAHP) about project activity.

Recipients must comply with all cultural resources review requirements prior to implementing any project that involves **modification to cultural or historic resources or ground disturbing activities**.

Federal and state laws and rules require the funding agency (Ecology) to contact DAHP and affected tribes regarding the proposed project activities. Any prior communication between the recipient, the DAHP, and the tribes is not sufficient to meet requirements.

Another agency's cultural resources may be used to meet Ecology's requirements. To do this, recipients should submit the review documents to Ecology's Project Manager for review and approval.

Any actions that result in **modification to cultural or historic resources or ground disturbing activities** that occur prior to the completion of the cultural resources review process **will not** be eligible for reimbursement. Activities associated with cultural resources review are grant eligible subject to available funding. Any mitigation measures as an outcome of the process will be requirements of the agreement. **Note:** Modification to cultural or historic resources or ground disturbing activities **can include removal or modification to above ground resources such as culturally modified trees and petroglyphs.**

Section 106 versus Executive Order 05-05

- If your project has a Federal partner (ACOE, NOAA, etc.) and is using Federal funds or will implement Federal actions and decisions, the Federal partner will be the lead on Cultural Resource review and will complete the Section 106 process of the National Historic Preservation Act. Ecology has delegated authority over ensuring Section 106 compliance when recipients apply for grants under the Floodplains by Design Grant Program.

Note: The Federal partner and the Section 106 process supersedes Governor's Executive Order 05-05 process described below.

- If your project has no Federal Partner, is not using Federal funds and will not implement Federal actions, then Cultural Resource review will be conducted by your Ecology Project Manager and will utilize the Governor's Executive Order 05-05 process as it is required for all state funded capital projects. Ecology is the lead for ensuring the Governor's Executive Order 05-05 compliance.

This process and reviews described above must be followed even if the recipient has been working with Tribes on the project.

1) The recipient must complete Ecology's Cultural Resources Project Review form (or conduct a site specific survey. A site specific survey is only required for areas where there is a high sensitivity and potential to discover cultural resources. If the project will alter a building that is 50 years or older, the recipient must still complete an EZ-2 Form available from the DAHP website.

   The EZ-2 form and Survey Coversheet can be downloaded from DAHP's website: www.dahp.wa.gov/governors-executive-order-05-05.

   Ecology's Cultural Resources Project Review form can be downloaded here: https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070537.html

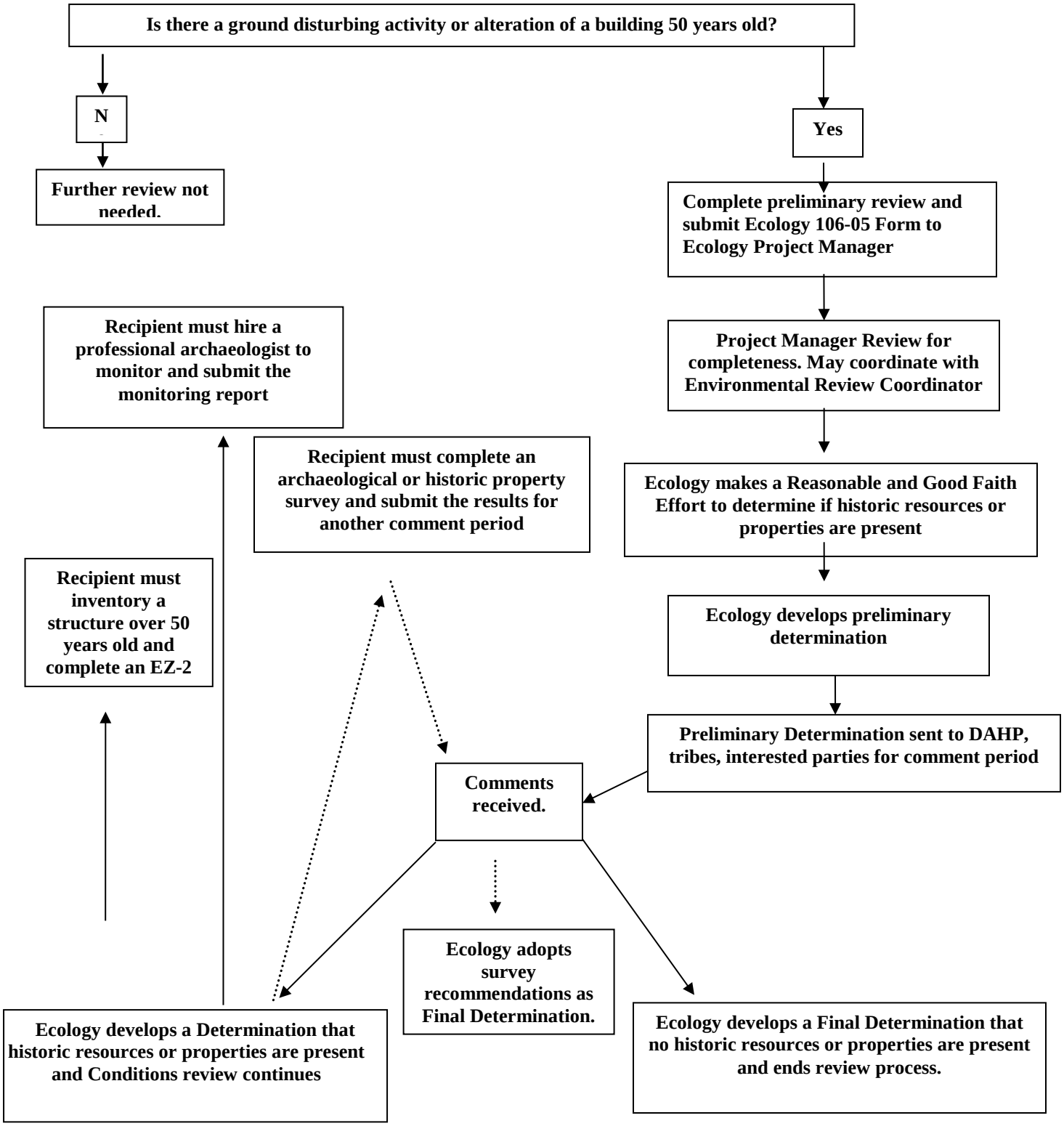
2) The recipient must write or possess an Inadvertent Discovery Plan or IDP. An IDP does not need to be site-specific, however it can be a general procedure for all projects implemented by the organization. **IDP must be distributed and reviewed by all participating parties prior to any on-the-ground work so they are fully informed of the appropriate procedures.**

3) The recipient will send an electronic .pdf version of Ecology's Cultural Resources Project Review form and/or the EZ-2 Form, any tribal communication, and identify the potentially interested Tribes to Ecology's Project Manager.

4) Ecology will send out letters with the Ecology CR review form, EZ-2 and/or any surveys to affected Tribes and DAHP. The Tribes have a 30 day comment period to initiate a more in-depth discussion about the project, submit any comments, or make an effect determination on the project. After the 30 day comment period, if there has not been a determination of impact by a Tribe, Department of Archaeology and Historic Preservation (DAHP), or other interested party, the project may proceed as planned.

The flowchart below outlines the CR review process and provides additional information.

WA Department of Ecology - Cultural Resources Review Process



Frequently Asked Question: Can Ecology "adopt" another agency's Section 106 review, or 05-05 review?

- For Section 106 Adoption:
  - The answer is *yes,* if your project is state funded.
  - Ecology can "adopt" Section 106 for state-funded projects that would normally go through the 05-05 cultural resource review process. Ecology has a review in place to verify the Section 106 documents are applicable. Please contact your Project Manager to verify a review can be adopted.
  - If your project involves federal funds, Ecology may still use another agency's documents when making its Preliminary and Final Determinations, which helps speed up cultural resource review.

- For Executive Order 05-05 Adoption:
  - The answer is *yes,* if your project is state funded.
  - Ecology can adopt another state agency's 05-05 process to meet cultural resources review requirements. Please contact your Project Manager to verify a review can be adopted.
  - The answer is no if your project is federally funded. However, Ecology may still use another agency's documents when making its Preliminary and Final Determinations, which helps speed up cultural resource review.

Correspondence: Ecology is responsible, as the funding agency, for contacting the Department of Archaeology and Historic Preservation (DAHP), tribes, and other interested parties to meet cultural resource review requirements.

Modification to Cultural or Historic Resources or Ground Disturbing Activities:
This refers to any work that impacts the soil or ground from its current conditions. There is no threshold for this criterion. If the activity requires any work that goes below the surface of the ground, it requires a cultural resources review.

Area of Potential Effect: The APE is the maximum geographic area where your project could potentially have an effect on historic properties, if any are present. The APE will vary with the type of project. To determine the APE you must know the nature and full extent of your project. For example, the APE for a natural gas pipeline might include not only the actual pipeline trench, but also includes the construction right-of-way, compressor stations, meter stations, staging areas, storage yards, access roads, and other ancillary facilities. The APE for a construction project will include the construction site, but might also include the buildings in a downtown area adjacent to the construction where vibrations may cause foundations to crack.

Changes to Project Design or Project Area: If there are any changes made to the project area or design after cultural resources review has been completed, review will have to be reinitiated or amended in order to capture the changes. For geo-tech work that occurs in the planning or design phases, ensuring your cultural review is completed early can not only help identify the appropriate locations from a subsurface perspective, you can obtain valuable input early in the planning process about sensitive locations. A simple amendment to your documents in the construction phase will complete your cultural resource compliance, and generally will present no issues, as DAHP and the tribes will already be familiar with your project.

Eligibility

- All activities associated with cultural resources review are grant and loan eligible.
- Construction or BMP implementation that occurs prior to cultural resources review will not be eligible for reimbursement.

Questions? Contact your Project Manager. See page vi for contact information

Appendix E: Grant Agreement Definitions

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Administrative Requirements means the effective edition of Ecology's, *Administrative Requirements for Recipients of Ecology Grants and Loans* at the signing of this agreement.

Contract Documents means the contract between the recipient and the construction contractor for construction of the project.

Effective Date means the earliest date on which eligible costs may be incurred.

Guidelines means Ecology's Funding Guidelines for Floodplains by Design that correlate to the biennium in which the project is funded.

Project means the project described in this agreement.

Project Completion Date means the date specified in the agreement on which the Scope of Work will be fully completed.

Project Schedule means that schedule for the project specified in the agreement.

Scope of Work means the tasks and activities constituting the project.

Termination Date means the effective date of Ecology's termination of the agreement.

Total Eligible Project Cost means the sum of all costs associated with an FbD project that have been determined to be eligible for Ecology grant funding.

Total Project Cost means the sum of all costs associated with an FbD project, including costs that are not eligible for Ecology grant funding.

Appendix F: Median Household Income

The U.S. Census Bureau provides median household income (MHI) data through the American Community Survey (ACS). State and community profiles, including MHI estimates, are released on an annual basis. MHI estimates for states, cities, towns, and census designated places (CDP) are included in the five-year data series produced by ACS. Searches of the ACS database can be conducted at http://factfinder2.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t#.

The MHI data in Table F-1 are from the ACS five-year estimates available in December, 2018. **Jurisdictions qualifying for the Economically Distressed Communities match exemption for Floodplains by Design must have a mean household income below 80% of the state median. For this grant round (2021-23) a community must show an MHI of less than $52,939 to obtain the match exemption.** If you have questions about whether the match exemption applies to your community please contact your regional Ecology staff, listed on page vi.

MHI surveys

The MHI data in Table F-1 are from the ACS five-year estimates available in December, 2018. Ecology uses the MHI data in when making hardship determinations. If a community is not listed here, Ecology will use the MHI for the county where the community is located.

If an applicant disputes the MHI estimate used by Ecology, the applicant may conduct a scientific survey to determine the MHI for the project area. If an applicant chooses to conduct a MHI survey, they must adhere to the Infrastructure Assistance Coordinating Council (IACC) *Income Survey Guide,* and the results must be approved by Ecology. The IACC Income Survey Guide can be found at www.infrafunding.wa.gov/.

Table F-1: December 2018 American Community Survey 5-Year Estimates of Median Household Incomes for Washington State, Counties, and Communities

Place	MHI ($)
*Washington	$66,174
Aberdeen city, Washington	$40,702
Aberdeen Gardens CDP, Washington	$76,591
Adams County, Washington	$48,131
Ahtanum CDP, Washington	$51,779
Airway Heights city, Washington	$49,844
Albion town, Washington	$41,750
Alder CDP, Washington	$117,105
Alderton CDP, Washington	$71,250
Alderwood Manor CDP, Washington	$71,714
Alger CDP, Washington	$69,250
Algona city, Washington	$62,120
Allyn CDP, Washington	$69,306
Almira town, Washington	$60,139

Amanda Park CDP, Washington	$32,000
Amboy CDP, Washington	$73,438
Ames Lake CDP, Washington	$109,702
Anacortes city, Washington	$63,950
Anderson Island CDP, Washington	$65,938
Arlington city, Washington	$70,790
Arlington Heights CDP, Washington	$96,496
Artondale CDP, Washington	$100,934
Asotin city, Washington	$55,987
Asotin County, Washington	$47,483
Auburn city, Washington	$64,400
Bainbridge Island city, Washington	$109,341
Bangor Base CDP, Washington	$52,153
Banks Lake South CDP, Washington	$32,500
Barberton CDP, Washington	$89,617
Baring CDP, Washington	$40,368
Barney's Junction CDP, Washington	$30,789
Basin City CDP, Washington	$53,445
Battle Ground city, Washington	$64,888
Bay View CDP, Washington	$95,000
Beaux Arts Village town, Washington	$190,625
Belfair CDP, Washington	$53,558
Bell Hill CDP, Washington	$111,923
Bellevue city, Washington	$105,402
Bellingham city, Washington	$47,886
Benton City, Washington	$56,094
Benton County, Washington	$63,001
Bethel CDP, Washington	$74,722
Bickleton CDP, Washington	$63,750
Big Lake CDP, Washington	$101,500
Bingen city, Washington	$52,833
Birch Bay CDP, Washington	$55,473
Black Diamond city, Washington	$75,880
Blaine city, Washington	$67,453
Blyn CDP, Washington	$98,194
Bonney Lake city, Washington	$90,580
Bothell city, Washington	$89,477
Bothell East CDP, Washington	$122,039
Bothell West CDP, Washington	$92,989
Boulevard Park CDP, Washington	$53,607
Brady CDP, Washington	$91,591
Bremerton city, Washington	$48,757
Brewster city, Washington	$42,714
Bridgeport city, Washington	$44,390
Brier city, Washington	$111,346
Brinnon CDP, Washington	$51,250
Browns Point CDP, Washington	$92,917
Brush Prairie CDP, Washington	$67,852

Bryant CDP, Washington	$93,981
Bryn Mawr-Skyway CDP, Washington	$65,906
Buckley city, Washington	$59,355
Bucoda town, Washington	$41,458
Buena CDP, Washington	$30,286
Bunk Foss CDP, Washington	$109,750
Burbank CDP, Washington	$70,319
Burien city, Washington	$60,732
Burley CDP, Washington	$63,676
Burlington city, Washington	$50,150
Camano CDP, Washington	$74,221
Camas city, Washington	$101,167
Canterwood CDP, Washington	$147,756
Canyon Creek CDP, Washington	$77,083
Carbonado town, Washington	$70,938
Carlsborg CDP, Washington	$43,462
Carnation city, Washington	$79,038
Carson CDP, Washington	$37,857
Cascade Valley CDP, Washington	$37,262
Cashmere city, Washington	$47,917
Castle Rock city, Washington	$41,346
Cathcart CDP, Washington	$107,267
Cathlamet town, Washington	$40,625
Cavalero CDP, Washington	$102,157
Centerville CDP, Washington	$43,125
Central Park CDP, Washington	$56,682
Centralia city, Washington	$39,324
Chain Lake CDP, Washington	$100,694
Chehalis city, Washington	$35,433
Chelan city, Washington	$51,979
Chelan County, Washington	$54,975
Cheney city, Washington	$34,103
Cherry Grove CDP, Washington	$127,723
Chewelah city, Washington	$31,858
Chico CDP, Washington	$103,864
Chinook CDP, Washington	$54,531
Clallam Bay CDP, Washington	$35,600
Clallam County, Washington	$48,002
Clark County, Washington	$67,832
Clarkston city, Washington	$35,000
Clarkston Heights-Vineland CDP, Washington	$66,960
Cle Elum city, Washington	$47,425
Clear Lake CDP (Pierce County), Washington	$66,522
Clear Lake CDP (Skagit County), Washington	$65,341
Clearview CDP, Washington	$94,258
Clinton CDP, Washington	$49,464
Clover Creek CDP, Washington	$64,437
Clyde Hill city, Washington	$205,500

Cohassett Beach CDP, Washington	$43,514
Colfax city, Washington	$50,357
College Place city, Washington	$40,236
Colton town, Washington	$64,500
Columbia County, Washington	$46,250
Colville city, Washington	$37,462
Conconully town, Washington	$28,750
Concrete town, Washington	$31,667
Connell city, Washington	$51,364
Cosmopolis city, Washington	$60,000
Cottage Lake CDP, Washington	$146,315
Coulee City town, Washington	$56,500
Coulee Dam town, Washington	$52,386
Country Homes CDP, Washington	$47,500
Coupeville town, Washington	$46,500
Covington city, Washington	$93,980
Cowiche CDP, Washington	$46,439
Cowlitz County, Washington	$49,804
Creston town, Washington	$37,500
Crocker CDP, Washington	$94,280
Curlew CDP, Washington	$28,906
Curlew Lake CDP, Washington	$51,992
Cusick town, Washington	$18,750
Custer CDP, Washington	$57,813
Dallesport CDP, Washington	$51,852
Darrington town, Washington	$42,422
Dash Point CDP, Washington	$105,833
Davenport city, Washington	$57,135
Dayton city, Washington	$40,806
Deep River CDP, Washington	$50,074
Deer Park city, Washington	$48,229
Des Moines city, Washington	$60,814
Desert Aire CDP, Washington	$55,938
Dixie CDP, Washington	$46,667
Dollars Corner CDP, Washington	$90,313
Douglas County, Washington	$55,805
Duluth CDP, Washington	$89,958
DuPont city, Washington	$77,712
Duvall city, Washington	$151,612
East Cathlamet CDP, Washington	$44,779
East Port Orchard CDP, Washington	$54,591
East Renton Highlands CDP, Washington	$92,102
East Wenatchee city, Washington	$51,938
Eastmont CDP, Washington	$103,514
Easton CDP, Washington	$64,844
Eatonville town, Washington	$59,115
Edgewood city, Washington	$90,544
Edison CDP, Washington	$162,762

Edmonds city, Washington	$82,697
Electric City, Washington	$62,396
Elk Plain CDP, Washington	$64,048
Ellensburg city, Washington	$36,016
Elma city, Washington	$44,432
Elmer City town, Washington	$41,618
Endicott town, Washington	$33,750
Enetai CDP, Washington	$68,194
Entiat city, Washington	$51,250
Enumclaw city, Washington	$55,082
Ephrata city, Washington	$61,284
Erlands Point-Kitsap Lake CDP, Washington	$59,869
Eschbach CDP, Washington	$81,071
Esperance CDP, Washington	$79,509
Everett city, Washington	$54,562
Everson city, Washington	$51,938
Fairchild AFB CDP, Washington	$65,220
Fairfield town, Washington	$45,714
Fairwood CDP (King County), Washington	$93,810
Fairwood CDP (Spokane County), Washington	$63,289
Fall City CDP, Washington	$98,950
Farmington town, Washington	$51,250
Federal Way city, Washington	$62,086
Felida CDP, Washington	$115,938
Fern Prairie CDP, Washington	$86,307
Ferndale city, Washington	$61,125
Ferry County, Washington	$41,081
Fife city, Washington	$58,649
Fife Heights CDP, Washington	$102,639
Finley CDP, Washington	$72,731
Fircrest city, Washington	$63,534
Five Corners CDP, Washington	$66,225
Fobes Hill CDP, Washington	$97,000
Fords Prairie CDP, Washington	$49,659
Forks city, Washington	$36,471
Fort Lewis CDP, Washington	$42,782
Four Lakes CDP, Washington	$50,822
Fox Island CDP, Washington	$93,043
Franklin County, Washington	$60,275
Frederickson CDP, Washington	$75,202
Freeland CDP, Washington	$51,987
Friday Harbor town, Washington	$49,400
Garfield County, Washington	$51,399
Garfield town, Washington	$49,000
Garrett CDP, Washington	$48,404
Geneva CDP, Washington	$65,778
George city, Washington	$42,750
Gig Harbor city, Washington	$74,159

Gleed CDP, Washington	$63,904
Glenwood CDP, Washington	$37,500
Gold Bar city, Washington	$70,875
Goldendale city, Washington	$40,354
Gorst CDP, Washington	$43,309
Graham CDP, Washington	$78,611
Grand Coulee city, Washington	$34,112
Grand Mound CDP, Washington	$62,951
Grandview city, Washington	$41,373
Granger city, Washington	$47,232
Granite Falls city, Washington	$50,000
Grant County, Washington	$52,382
Grapeview CDP, Washington	$82,500
Grayland CDP, Washington	$30,479
Grays Harbor County, Washington	$45,483
Grays River CDP, Washington	$41,250
Green Bluff CDP, Washington	$105,625
Hamilton town, Washington	$45,000
Hansville CDP, Washington	$58,182
Harrah town, Washington	$55,313
Harrington city, Washington	$36,042
Hartline town, Washington	$52,500
Hatton town, Washington	$58,125
Hazel Dell CDP, Washington	$56,139
Herron Island CDP, Washington	$55,670
High Bridge CDP, Washington	$120,109
Hobart CDP, Washington	$93,177
Hockinson CDP, Washington	$96,210
Home CDP, Washington	$57,418
Hoquiam city, Washington	$40,301
Humptulips CDP, Washington	$56,667
Hunts Point town, Washington	$201,250
Ilwaco city, Washington	$33,568
Inchelium CDP, Washington	$26,250
Index town, Washington	$60,313
Indianola CDP, Washington	$73,482
Ione town, Washington	$50,074
Island County, Washington	$61,516
Issaquah city, Washington	$100,844
Jefferson County, Washington	$51,842
Kahlotus city, Washington	$52,000
Kalama city, Washington	$57,500
Kapowsin CDP, Washington	$82,778
Kayak Point CDP, Washington	$91,797
Keller CDP, Washington	$19,063
Kelso city, Washington	$35,680
Kenmore city, Washington	$96,277
Kennewick city, Washington	$54,420

Kent city, Washington	$64,573
Kettle Falls city, Washington	$43,295
Key Center CDP, Washington	$69,018
Keyport CDP, Washington	$60,714
King County, Washington	$83,571
Kingston CDP, Washington	$62,841
Kirkland city, Washington	$104,319
Kitsap County, Washington	$68,336
Kittitas city, Washington	$46,029
Kittitas County, Washington	$53,163
Klickitat CDP, Washington	$33,625
Klickitat County, Washington	$51,258
La Center city, Washington	$88,173
La Conner town, Washington	$44,938
La Grande CDP, Washington	$83,018
Lacey city, Washington	$64,631
LaCrosse town, Washington	$40,469
Lake Bosworth CDP, Washington	$100,707
Lake Cassidy CDP, Washington	$93,586
Lake Cavanaugh CDP, Washington	$77,614
Lake Forest Park city, Washington	$101,429
Lake Goodwin CDP, Washington	$82,240
Lake Holm CDP, Washington	$114,141
Lake Ketchum CDP, Washington	$76,172
Lake Marcel-Stillwater CDP, Washington	$155,438
Lake McMurray CDP, Washington	$79,583
Lake Morton-Berrydale CDP, Washington	$96,281
Lake Roesiger CDP, Washington	$92,232
Lake Shore CDP, Washington	$81,633
Lake Stevens city, Washington	$82,500
Lake Stickney CDP, Washington	$75,254
Lake Tapps CDP, Washington	$110,602
Lakeland North CDP, Washington	$78,856
Lakeland South CDP, Washington	$74,455
Lakeview CDP, Washington	$42,447
Lakewood city, Washington	$47,636
Lamont town, Washington	$41,406
Langley city, Washington	$47,283
Larch Way CDP, Washington	$88,043
Latah town, Washington	$43,942
Leavenworth city, Washington	$48,636
Lewis County, Washington	$46,387
Lewisville CDP, Washington	$93,365
Liberty Lake city, Washington	$64,955
Lincoln County, Washington	$49,460
Lind town, Washington	$46,375
Lochsloy CDP, Washington	$84,495
Lofall CDP, Washington	$79,602

Long Beach city, Washington	$25,750
Longbranch CDP, Washington	$52,375
Longview city, Washington	$38,689
Longview Heights CDP, Washington	$66,140
Loon Lake CDP, Washington	$50,833
Lyle CDP, Washington	$51,063
Lyman town, Washington	$66,667
Lynden city, Washington	$62,478
Lynnwood city, Washington	$58,852
Mabton city, Washington	$37,059
Machias CDP, Washington	$81,625
Malden town, Washington	$33,214
Maltby CDP, Washington	$108,720
Manchester CDP, Washington	$78,851
Mansfield town, Washington	$51,875
Manson CDP, Washington	$68,005
Maple Heights-Lake Desire CDP, Washington	$101,657
Maple Valley city, Washington	$102,130
Maplewood CDP, Washington	$100,760
Marcus town, Washington	$36,667
Marietta-Alderwood CDP, Washington	$38,362
Marrowstone CDP, Washington	$64,159
Martha Lake CDP, Washington	$86,011
Marysville city, Washington	$72,734
Mason County, Washington	$53,087
Mattawa city, Washington	$51,607
May Creek CDP, Washington	$62,742
McChord AFB CDP, Washington	$53,514
McCleary city, Washington	$50,380
McKenna CDP, Washington	$77,109
McMillin CDP, Washington	$85,341
Mead CDP, Washington	$58,340
Meadow Glade CDP, Washington	$104,561
Meadowdale CDP, Washington	$100,625
Medical Lake city, Washington	$50,441
Medina city, Washington	$186,484
Mercer Island city, Washington	$136,644
Mesa city, Washington	$54,750
Metaline Falls town, Washington	$26,691
Metaline town, Washington	$56,406
Midland CDP, Washington	$47,356
Mill Creek city, Washington	$93,063
Mill Creek East CDP, Washington	$107,032
Millwood city, Washington	$58,438
Milton city, Washington	$71,441
Mineral CDP, Washington	$17,130
Minnehaha CDP, Washington	$75,668
Mirrormont CDP, Washington	$110,403

Monroe city, Washington	$74,093
Monroe North CDP, Washington	$106,932
Montesano city, Washington	$63,975
Morton city, Washington	$35,517
Moses Lake city, Washington	$49,851
Moses Lake North CDP, Washington	$31,968
Mossyrock city, Washington	$31,136
Mount Vernon city, Washington	$52,267
Mount Vista CDP, Washington	$74,578
Mountlake Terrace city, Washington	$69,727
Moxee city, Washington	$54,113
Mukilteo city, Washington	$100,650
Naches town, Washington	$50,662
Napavine city, Washington	$49,716
Naselle CDP, Washington	$49,792
Navy Yard City CDP, Washington	$56,078
Neah Bay CDP, Washington	$34,491
Neilton CDP, Washington	$50,486
Nespelem Community CDP, Washington	$46,250
Nespelem town, Washington	$43,333
Newcastle city, Washington	$118,333
Newport city, Washington	$36,250
Nile CDP, Washington	$78,333
Nisqually Indian Community CDP, Washington	$54,250
Nooksack city, Washington	$64,853
Normandy Park city, Washington	$95,313
North Bend city, Washington	$100,417
North Bonneville city, Washington	$58,646
North Fort Lewis CDP, Washington	$53,125
North Lynnwood CDP, Washington	$68,058
North Marysville CDP, Washington	$85,000
North Omak CDP, Washington	$37,448
North Puyallup CDP, Washington	$49,569
North Sultan CDP, Washington	$90,125
North Yelm CDP, Washington	$38,795
Northport town, Washington	$26,667
Oak Harbor city, Washington	$48,857
Oakesdale town, Washington	$51,607
Oakville city, Washington	$46,250
Ocean Park CDP, Washington	$26,357
Ocean Shores city, Washington	$40,451
Odessa town, Washington	$37,330
Okanogan city, Washington	$38,464
Okanogan County, Washington	$42,598
Olympia city, Washington	$55,539
Omak city, Washington	$47,565
Onalaska CDP, Washington	$45,865
Orchards CDP, Washington	$68,266

Oroville city, Washington	$31,125
Orting city, Washington	$74,938
Oso CDP, Washington	$36,643
Othello city, Washington	$48,491
Otis Orchards-East Farms CDP, Washington	$67,334
Pacific Beach CDP, Washington	$70,556
Pacific city, Washington	$55,799
Pacific County, Washington	$39,895
Packwood CDP, Washington	$39,032
Palouse city, Washington	$53,173
Parkland CDP, Washington	$50,237
Parkwood CDP, Washington	$46,967
Pasco city, Washington	$59,969
Pateros city, Washington	$39,583
Pe Ell town, Washington	$56,429
Peaceful Valley CDP, Washington	$39,141
Pend Oreille County, Washington	$49,184
Picnic Point CDP, Washington	$98,676
Pierce County, Washington	$63,881
Pine Grove CDP, Washington	$83,472
Point Roberts CDP, Washington	$46,298
Pomeroy city, Washington	$43,125
Port Angeles city, Washington	$41,297
Port Angeles East CDP, Washington	$47,338
Port Gamble Tribal Community CDP, Washington	$56,250
Port Hadlock-Irondale CDP, Washington	$46,048
Port Ludlow CDP, Washington	$61,577
Port Orchard city, Washington	$67,750
Port Townsend city, Washington	$50,330
Porter CDP, Washington	$37,500
Poulsbo city, Washington	$61,455
Prairie Heights CDP, Washington	$88,839
Prairie Ridge CDP, Washington	$78,631
Prescott city, Washington	$29,712
Prosser city, Washington	$53,880
Puget Island CDP, Washington	$52,256
Pullman city, Washington	$30,548
Purdy CDP, Washington	$46,607
Puyallup city, Washington	$65,719
Queets CDP, Washington	$38,750
Quilcene CDP, Washington	$30,000
Qui-nai-elt Village CDP, Washington	$75,000
Quincy city, Washington	$54,712
Raft Island CDP, Washington	$104,583
Rainier city, Washington	$68,594
Ravensdale CDP, Washington	$86,739
Raymond city, Washington	$37,829
Reardan town, Washington	$41,875

Redmond city, Washington	$115,300
Renton city, Washington	$70,661
Republic city, Washington	$30,329
Richland city, Washington	$71,025
Ridgefield city, Washington	$93,958
Ritzville city, Washington	$38,272
Riverbend CDP, Washington	$96,875
Riverside town, Washington	$38,438
Rochester CDP, Washington	$73,694
Rock Island city, Washington	$48,523
Rockford town, Washington	$56,250
Rocky Point CDP, Washington	$51,786
Rosalia town, Washington	$40,556
Rosburg CDP, Washington	$63,333
Rosedale CDP, Washington	$97,344
Roslyn city, Washington	$54,853
Roy city, Washington	$52,917
Royal City, Washington	$31,625
Ruston town, Washington	$83,462
Ryderwood CDP, Washington	$36,941
Salmon Creek CDP, Washington	$76,861
Sammamish city, Washington	$157,271
San Juan County, Washington	$60,271
Seabeck CDP, Washington	$76,635
SeaTac city, Washington	$51,025
Seattle city, Washington	$79,565
Sedro-Woolley city, Washington	$47,602
Selah city, Washington	$51,930
Sequim city, Washington	$38,485
Shadow Lake CDP, Washington	$130,250
Shelton city, Washington	$39,072
Shoreline city, Washington	$76,271
Silver Firs CDP, Washington	$114,193
Silverdale CDP, Washington	$67,392
Sisco Heights CDP, Washington	$98,085
Skagit County, Washington	$59,263
Skamania County, Washington	$53,606
Skamokawa Valley CDP, Washington	$23,088
Skokomish CDP, Washington	$38,036
Skykomish town, Washington	$38,125
Snohomish city, Washington	$59,310
Snohomish County, Washington	$78,020
Snoqualmie city, Washington	$136,508
Snoqualmie Pass CDP, Washington	$109,375
Soap Lake city, Washington	$30,393
South Bend city, Washington	$31,010
South Cle Elum town, Washington	$59,286
South Creek CDP, Washington	$58,364

South Hill CDP, Washington	$79,620
South Prairie town, Washington	$80,000
South Wenatchee CDP, Washington	$41,725
Southworth CDP, Washington	$73,843
Spanaway CDP, Washington	$61,614
Spangle city, Washington	$43,750
Spokane city, Washington	$44,768
Spokane County, Washington	$52,159
Spokane Valley city, Washington	$48,015
Sprague city, Washington	$30,833
Springdale town, Washington	$34,821
St. John town, Washington	$33,304
Stansberry Lake CDP, Washington	$77,222
Stanwood city, Washington	$61,114
Startup CDP, Washington	$31,838
Steilacoom town, Washington	$70,523
Steptoe CDP, Washington	$65,000
Stevens County, Washington	$47,272
Stevenson city, Washington	$35,500
Sudden Valley CDP, Washington	$83,952
Sultan city, Washington	$66,250
Sumas city, Washington	$48,512
Summit CDP, Washington	$65,512
Summit View CDP, Washington	$64,213
Summitview CDP, Washington	$71,188
Sumner city, Washington	$56,991
Sunday Lake CDP, Washington	$71,750
Sunnyside city, Washington	$40,058
Sunnyslope CDP, Washington	$94,583
Suquamish CDP, Washington	$58,125
Swede Heaven CDP, Washington	$56,250
Tacoma city, Washington	$55,506
Taholah CDP, Washington	$31,375
Tanglewilde CDP, Washington	$60,928
Tanner CDP, Washington	$132,596
Tekoa city, Washington	$51,711
Tenino city, Washington	$51,250
Terrace Heights CDP, Washington	$56,408
Thorp CDP, Washington	$57,212
Three Lakes CDP, Washington	$112,880
Thurston County, Washington	$66,113
Tieton city, Washington	$48,295
Toledo city, Washington	$52,750
Tonasket city, Washington	$22,578
Toppenish city, Washington	$41,852
Touchet CDP, Washington	$68,000
Town and Country CDP, Washington	$61,301
Tracyton CDP, Washington	$66,231

Trout Lake CDP, Washington	$61,250
Tukwila city, Washington	$51,318
Tumwater city, Washington	$64,786
Twin Lakes CDP, Washington	$16,875
Twisp town, Washington	$36,250
Union Gap city, Washington	$38,667
Union Hill-Novelty Hill CDP, Washington	$129,028
Uniontown town, Washington	$76,875
University Place city, Washington	$64,883
Vader city, Washington	$42,045
Vancouver city, Washington	$55,593
Vashon CDP, Washington	$77,724
Vaughn CDP, Washington	$70,000
Venersborg CDP, Washington	$104,804
Verlot CDP, Washington	$98,667
Wahkiakum County, Washington	$49,508
Waitsburg city, Washington	$56,458
Walla Walla city, Washington	$46,650
Walla Walla County, Washington	$52,630
Walla Walla East CDP, Washington	$97,589
Waller CDP, Washington	$73,875
Walnut Grove CDP, Washington	$63,285
Wapato city, Washington	$36,503
Warden city, Washington	$39,194
Warm Beach CDP, Washington	$81,277
Washougal city, Washington	$76,998
Washtucna town, Washington	$62,917
Waterville town, Washington	$48,542
Wauna CDP, Washington	$87,939
Waverly town, Washington	$48,750
Wenatchee city, Washington	$48,565
West Clarkston-Highland CDP, Washington	$46,040
West Pasco CDP, Washington	$105,795
West Richland city, Washington	$86,686
West Side Highway CDP, Washington	$67,754
Westport city, Washington	$37,600
Whatcom County, Washington	$56,419
Whidbey Island Station CDP, Washington	$31,154
White Center CDP, Washington	$47,746
White Salmon city, Washington	$47,418
White Swan CDP, Washington	$47,614
Whitman County, Washington	$41,574
Wilbur town, Washington	$42,292
Wilderness Rim CDP, Washington	$102,031
Wilkeson town, Washington	$64,196
Willapa CDP, Washington	$51,397
Wilson Creek town, Washington	$43,750
Winlock city, Washington	$47,697

Winthrop town, Washington	$44,750
Wishram CDP, Washington	$30,714
Wollochet CDP, Washington	$86,925
Woodinville city, Washington	$102,006
Woodland city, Washington	$63,933
Woods Creek CDP, Washington	$98,209
Woodway city, Washington	$153,958
Yacolt town, Washington	$59,219
Yakima city, Washington	$42,092
Yakima County, Washington	$47,470
Yarrow Point town, Washington	$225,500
Yelm city, Washington	$57,901
Zillah city, Washington	$61,310

Appendix G: Project Outcomes Metrics Table

Floodplains by Design

The metrics table is for on-the-ground activities such as construction or acquisition that is proposed with 2021-23 funding. Design activities do not need to be included in the metrics. This application only need to include information about project activities that are to be done as part of the 2021-23 funding cycle.

Metrics Table – Completed Example, for a project with Construction element.

Project Outcome Measure	**How to Measure Outcome**	**Unit of Measure**	**GIS Polygon Required?**	**Amount**	**Methodology**
Floodplain or estuary area restored	Calculate the project footprint of enlarged available floodplain area that is restored and/or reconnected. *Please provide a GIS polygon showing this area.	Acres	Yes	***14 acres***	***Area of land acquired between original levee and setback levee***
Overall river ecosystem functions improved	The total river length where floodplain area and/or river complexity improvements are being made. *Please provide a GIS polygon showing this area.	Miles	Yes	***.8 miles***	***Length of river with expanded riparian buffer***
Area of connected floodplain protected from development (that could cause further degradation)	Calculate the project footprint of the protected floodplain area that is protected, through transfer of development rights, easements or acquisition. * Please provide a GIS polygon showing this area.	Acres	Yes	***14 acres***	***Area of farmland conservation easement within original mapped floodplain.***
Length of improved levee	Calculate the length of improved levee, to the nearest one-tenth mile (500 feet). For levee setback projects, this is the length of the new levee.	Linear Feet	No	***3500 feet***	***Surveyed measurement***
Homes or business removed from the floodplain	Count the number of homes/residences and businesses or calculate the length of infrastructure	Count number or linear feet, as	Yes	***1***	***Count***

	(roads, dikes, etc.) removed from the floodplain.	appropriate			
Area with improved flood safety	Provide acreage of area with reduced flood risk. Use the most accurate source of information available, preferably an updated flood model run or in the case of property buyouts, specific parcel data. This metric includes areas where acquisition or easements preclude development.	Acres	Yes	***49 acres***	***Area with reduced flood occurrence rate and/or flood elevation per updated flood model run.***
Number of people with reduced flood risk	Provide an estimate of the population of the area with reduced flood risk. Provide a description of the method of calculating.	Number	No	***18***	***Estimated population based on 2.5 people per residence***
Value of property with reduced flood risk	Provide an estimate of the assessed value of the property with reduced flood risk based upon assessor's data or census block information. Provide a description of the method of calculating.	Dollar amount	No	***$2.9 million***	***Aggregated Assessor's roll building value data for building protected by new levee, building removed, and value of open space.***
Area of farmland acquired (directly or by easement) and preserved for agricultural use	Calculate the acreage of farmland protected from development. *Please provide a GIS polygon showing this area.	Acres	Yes	***15 acres***	***Area with reduced flood occurrence rate and/or flood elevation per updated flood model run.***

Area with improved flood protection, drainage, irrigation or other agricultural productivity improvements	Calculate the number of farmland acres benefiting from flood, drainage, irrigation or other infrastructure improvements. Please provide a GIS polygon showing this area.	Acres	Yes	***15 acres***	***Area with reduced flood occurrence rate and/or flood elevation per updated flood model run.***
Jobs touched	Ecology will provide this information after the application is received.	x	No	***x***	**Department of Ecology completes this section**
Damage or maintenance costs abated (e.g. estimated annual levee maintenance cost savings)	Estimate flood response, flood damage, levee/road maintenance and repair, water treatment, and other future cost savings.	Dollar amount	No	***$10,000/ year annualized***	***Levee direct estimate based on setback levee***
State, Federal, local or other sponsor funding sources	Estimate funding from other state, federal and local sources.	Dollar amount	No	***$1,000,000***	***$500,000 from Corps $500,000 from Flood Zone Control District***
Trails/area opened to public	Length of new/improved trails or shoreline open space. Please provide a GIS polygon showing this area.	Linear miles or acres	Yes	***.1 miles 5 acres open to public***	***Measurements taken from construction plans.***
River access (boating, fishing, etc.) sites maintained or improved (number of sites)	Number of new or improved boat access points. Please provide a GIS polygon showing this area.	Number of sites	Yes	***0***	
Other benefits such as water quality (use local proponent's measures of success)	Provide specific examples – e.g. linear feet of revegetated riparian shoreline, acres of wetland, stormwater treated, etc.	Applicant defined	No	***.5 acres tree planting***	***Measurement from landscape plan.***

Appendix H: Sample Project Completion Form

Floodplains by Design

COMPLETION REPORTS ARE DUE WITHIN 60 DAYS OF GRANT COMPLETION DATE

1. Recipient:
Grant number:
Grant Start Date:
End Date:
Grant Title:
Date:

3. Location of Project:
Legislative District(s):
County:
River Name and Mile:

4. Budget: Please summarize sources of funds and match and indicate amounts budgeted and spent for each in the table below. Indicate if match is in-kind.

Source	Budgeted	Actual
• Floodplains by Design grant	$	$
• Other State-funded match	$	$
• Local match	$	
• Federally funded match	$	$
Total Match	$	$
Total Project	**$**	**$**

5. Objectives (Project Tasks):

6. Describe how the Objectives were met:

7. Discuss Differences between Objectives and Tasks actually carried out; include differences between expected and actual costs. Explain reasons for the changes.

8. If the work in this grant was part of a larger undertaking with other components and funding, present a brief overview of the larger activity and the role of this project.

9. Attach "before" and "after" photos showing work accomplished with these grant funds.

10. Please describe the stakeholder engagement/coordination process and results realized.

a) How many different groups/individuals did the project impact?
b) How often did the Recipient's Project Management Team engage/coordinate with those groups/individuals throughout project implementation?
c) Describe the engagement processes?
d) In the end, was the project able to procure continued support from those impacted groups/individuals?

11. Please discuss applicable project metrics below (qualitative and/or quantitative).

a) Acreage Acquired:
b) Number of Acres Restored:
c) Development Restrictions Imposed:
d) Flood Benefits or Flood Hazard Reduction Realized:
e) Other Multi-benefit Metrics (i.e., water quality, agricultural, and recreational):

12. Submit all of the required final deliverables for each Task with this final completion report.

13. If a Task included property acquisition, submit the following documents: (as applicable for fee title or conservation easement acquisition, or both).

Fee Title:

- Copy of Recorded Deed(s) and Notice(s) of Grant Agreement with Book/Page Number
- Match appraisal (if land provided as match and not submitted previously)
- Maps, including:
  - location within the State
  - specific location map, at the city or county level
  - parcel - a plat map or equivalent

Conservation Easement:

- Copy of Recorded Easement and/or Assignment of Rights
- Match appraisal if land required and not submitted previously
- Maps, including:
  - location within the State
  - specific location map, at the city of county level
  - parcel - a plat map or equivalent

14. List any publications or in-house reports resulting from this work:

15. Lessons learned – describe in detail the challenges you encountered and how they were resolved. What would you do differently next time? What worked and what didn't work as you encountered challenges? Are there system improvements needed (FbD grant program, regulatory agencies, technical or stakeholder resources you need and don't have, etc.)? We want your creative ideas and feedback.

16. Attach any links to media clips, newsletters, articles or other write-ups or notices about this project:

17. Signature of Recipient, Name, title, phone number, and e-mail address of person compiling this report:

18. Local Sponsor's signature and date:

Appendix I: EAGL & Grants Training Tools and Resources

For EAGL Training Tools & Resources, please visit Ecology's Grants & Loans homepage: https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Grant-loan-guidance

There you will find Ecology's Administrative Requirements, other resources, such as:

- **EAGL Training Videos and Helpful User Tips**
  https://www.youtube.com/playlist?list=PL8BmI4b96dKa-HHPVPWkuWuPNiU4nCO90

Administrative Requirements for Recipients of Ecology Grants & Loans ("Yellow Book")

- https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html
  This publication establishes the administrative requirements for recipients of all grants and loans administered by Ecology. Topics include financial management, expenditure and income reporting, contracting, and record retention.

This Version applies to all grant and loan agreements in EAGL, with an agreement signature date OR amended agreement signature date of August 11, 2017 or later.

Submitting a Payment Request/Progress Report (PRPR)

Most forms are available inside EAGL, and if you're managing your grant or loan there, use the forms in the system. This list includes forms for submitting payment requests and progress reports.

For projects collecting environmental data

- Quality Assurance Project Plan (QAPP) template and guidance – QAPPs are required for grants and loans that pay for collection of environmental data
  https://ecology.wa.gov/About-us/How-we-operate/Scientific-services/Quality-assurance/Quality-assurance-for-NEP-grantees

- Environmental Information Management (EIM) for reporting environmental data
  https://ecology.wa.gov/Research-Data/Data-resources/Environmental-Information-Management-database

Appendix J

DRAFT FULL FbD GRANT APPLICATION

October, 2019

Section A: Executive Summary

2. Overall Watershed and Reach Scale Context
    a. Summary: Provide a one-page bulleted high-level description of the integrated floodplain goals and expected outcomes, strategies, status of your collaboration, And the cost for the overall watershed-scale proposal and for each reach scale component of the overall proposal.
    b. Map: Provide an 11X17 watershed scale map showing the general location of current, past, and future projects that contribute to your integrated approach throughout the watershed. This can be a single project if it is not being explicitly coordinated with any other watershed projects or actions.
    c. Map: For each reach, provide a map showing the location of current, past, and future projects throughout the reach that contribute to your integrated approach. If your project is a single one-time project show its location in the reach in which it is located.

3. Scope of Work Summary
    a. Summary: Provide a one-page summary of the scope of work proposed for funding in this grant round.
    b. Table: Fill out Scope of Work task table including both capital tasks and tasks that support project development.

4. Site-Scale Capital Projects
    a. Summary: For each capital project site relevant to your current proposal, provide a 1-page bulleted description of goals and expected outcomes, strategies, status of your collaboration, and costs. Ensure the references to tasks are consistent with how they are numbered/identified in the Scope of Work Summary and applicable maps.
    b. Map: Provide a one-page site-specific project map showing the capital action with flow direction noted along with project actions identified.

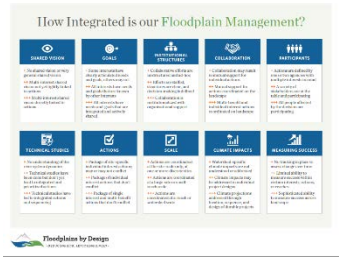
Section B: Integration and Strategy

5. Overview of Approach to Floodplain Integration: This section is an opportunity to provide reviewers information to better evaluate the proposal within a larger context or story.
    a. Select the scale(s) at which integrated floodplain work is occurring that resulted in this proposal:
        ☐ Watershed
        Multi-reach?

☐ Reach
☐ Site-specific

b. Check which integrated approach best describes your overall effort:
☐ Integrated capital project(s)
☐ Integrated capital program – reach scale(s)
☐ Integrated capital program – watershed scale
☐ Integrated floodplain management

c. Check the boxes in the Elements of Integrated Projects or Elements of Integrated Management that best describe your effort.



6. Overview of Strategies and Outcomes
   a. Collective goals:
      - What integrated floodplain goals and outcomes are your community trying to achieve and at what scale?

   b. Collective Strategies and Actions:
      - Describe the flood hazard risk reduction, ecosystem protection and restoration and other community strategies (i.e. strategy to support agricultural viability) and actions being pursued, at the watershed and reach scale.

   c. Context for cost effectiveness:
      - Describe the design lifetime of your overall floodplain approach. How do your flood hazard risk reduction, ecosystem protection and restoration or other community interest strategies and actions account for expected changes to hydrology, sediment regimes or other significant changes expected on the landscape such as extreme weather events or growth?

7. Scored Information

   a. <u>Collaboration, Participants, and Institutional Structures</u> [30 points]
      - Describe the current status of collaboration, participants, and/or institutional structures (as noted in the Elements of Integration document) that support the tasks put forward in this proposal and implementation if funds are received. Which water/flood management and salmon recovery authorities (and agricultural organizations if relevant) are supportive of this project? (300 words)

b. Integration [30 points]:

Describe why this specific proposal is a timely approach to advancing action consistent with your integrated goals and strategies described in Section A and in question 5. What gains do you expect to see at the end of 2-3 years as a result of this funding? (300 words)

c. Flood Hazard Risk Reduction [60 points]:
   - At the watershed, reach and/or site-scale, describe the flood hazard and frequency for flood risk. Quantify the risk where possible.
   - Demonstrate the ability of the overall strategies and actions, at the watershed, reach and/or site scale, to address the flood hazard while avoiding increasing development in flood hazard areas and adverse ecological impacts.
   - List the tasks in this application that are consistent with delivering these results.
   - If there are no tasks in this application specific to flood hazard reduction:
     - Describe how the investments proposed in this proposal leverage other resources to reduce flood risk or why tasks specific to flood hazard risk reduction are strategically sequenced to occur later in time.
     - Describe your strategy and confidence that later actions will be funded and implemented.

d. Floodplain Ecosystem Protection or Restoration [60 points]:
   - At the watershed and reach scale, briefly describe the ecological and habitat status of floodplain areas and the key limiting factors for salmon and other key species of concern.
   - Describe the specific actions proposed that will support salmon recovery priorities in your watershed and/or reach area. In particular, describe how your project benefits listed salmon populations and/or salmon populations that benefit Tribal treaty rights. Describe efforts you have taken to coordinate and seek the support of local Tribal interests in your region. A letter of support from your respective Lead Entity stating that the strategies and actions are consistent with and support priority salmon recovery goals, limiting factors, or other high priority salmon recovery actions in your project area is highly encouraged. The support letter should be placed in the Upload section of the full application. An application without a support letter from your respective Lead Entity will be considered less competitive
   - Describe, and where possible quantify, the beneficial ecological impact provided by the strategies and actions at the watershed, reach and/or site scale.
   - List the tasks in this application that are consistent with delivering these results.
   - If there are no tasks in this application specific to ecosystem protection or restoration:

- Describe how the investments proposed in this proposal leverage other resources to protect or restore floodplain ecosystems or why tasks to protect or restore floodplain ecosystems are strategically sequenced to occur later in time.
- Describe your strategy and confidence that later actions will be funded and implemented.

e. Ag benefits (in ag areas only) [30 points]:
   - At the watershed, reach scale, and/or site scale describe the presence of agriculture in the area of the proposed actions and the surrounding adjacent lands, and the identified needs for preserving and improving agricultural viability.
   - Describe the benefits of your strategies and actions for agricultural viability in your watershed.
   - List the tasks in this application that are consistent with delivering these results.
   - If there are no tasks in this application specific to agricultural benefits:
     - Describe how the investments proposed in this application leverage other resources to preserve and improve agricultural viability or why tasks specific to agricultural viability are strategically sequenced to occur later in time.
     - Describe how you determined that no negative impacts to agricultural lands will be accomplished and what other agricultural entities were consulted, if applicable.
     - Describe your strategy and confidence that later actions will be funded and implemented.

f. Other relevant benefits [30 points]:
   - At both the watershed and reach scale, describe the status of other community interests (such as water quality, public open space/recreation access, economic development, or other important local values) that are relevant to your integrated floodplain management effort.
   - Describe how your strategies and actions maintain or improve these community interests. List the tasks in this application that are consistent with delivering these results.
   - If there are no tasks in this application specific to other relevant community benefits:
     - Describe how the investments proposed in this proposal leverage other resources to maintain or improve community interests or why tasks specific to other benefits are strategically sequenced to occur later in time.
     - Describe your strategy and confidence that later actions will be funded and implemented.

Section C: Scope of Work

8. Scope of Work Summary (automatically re-included from Section A above for ease of review)

9. Task Detail
    a. Number
    b. Title
    c. Is this a:
        ☐ Capital action
        ☐ Capital program with a number of capital actions
        ☐ Project pipeline activity
    d. Y/N Is this task part of a phased project or phased program
        - If Yes, what phase(s) is the project currently in?
            ☐ Pre-design: early conceptualization, planning
            ☐ Acquisition
            ☐ Pre-design
            ☐ Design
            ☐ Permits
            ☐ Implementation
    e. Task Description
    f. Estimated Task Deliverables, Descriptions and Anticipated Due Date (table)
    g. Task Budget and Costs
    h. Readiness to proceed:
        ☐ shovel ready
        ☐ acquisition ready
        ☐ design ready
        ☐ appraisal ready
        ☐ staff capacity ready (for project pipeline activities)
    i. Describe who will coordinate or lead the task

10. <u>Outcomes, Leverage and Public Benefit – (30 points).</u>
    a. Given the goals and strategies of your collaboration and the tasks described and summarized above, describe overall how your proposal represents a good investment of public funds.
    b. Describe the other (non-FbD) funding sources or previous investments (e.g. land purchases) that will contribute to this project. Provide dollar amounts and how the funds or other investments create a more successful project.

11. <u>Budget – (10 points)</u>
    a. Provide a detailed budget explanation by task, budget documentation, and methods to develop budget.
    b. Describe how this is an appropriate scope of work. Demonstrate that necessary work has been budgeted for and contingencies have been identified and planned for.

12. Readiness to Proceed – (30 points)
    a. Describe your readiness to proceed with your actions as soon as funding is received. Consider contracting, potential unexpected delays (permitting, changes in landowner willingness, etc.).
    b. If the proposal includes land acquisition, conservation easements, or other real estate related actions, describe the current state of the transactions. Possible responses include but aren't limited to; No landowner contact, landowner contacted and willing, purchase and sale agreement pending, purchase and sale agreement in place, land already owned by grant recipient or other committed partner, etc.
    c. Describe if you have other options consistent with your watershed or reach scale strategies described in Section B if the proposed tasks are unable to be implemented.
    d. If you currently have unspent FbD funds granted in 2015 or prior, please describe why these funds remain unspent, and what changes have been made for this proposal to ensure funds are spent in a timely manner.

Section D: Appendices

13. In one page or less, summarize all attachments to your application and how they support the information included in the application. For larger attachments, direct the reviewer to specific pages.
14. Required
    a. Letters of Support from Lead Entities, relevant Tribes, authorities and other partners. It is also highly encouraged (but not required) that you include any documentation of landowner contact, landowner willingness to sell, pending purchase and sale agreements, and other property acquisition-related actions.
15. Project measures/metrics are required to be submitted in this section. Other items are optional and as needed in addition to application: submit one document each for the following categories:
    a. Project measures/metrics (reference Appendix G in the Funding Guidelines for the required metrics information)
    b. Phased project table to track past, current, expected and future funding
    c. Designs
    d. Permits
    e. Landowner agreements
    f. Additional task or sub-task cost estimates
    g. Photos

SUMMARY TASK TABLE

Task	Description+	Type of Project	Total Cost	Eligible Cost	Other Funders - Leverage	Other Funders- Match	FbD-Funded Outcomes +	Total Outcomes *
		☐ Capital Action ☐ Project Pipeline			☐ State: $ ☐ Federal: $ ☐ Local: $ ☐ Private: $	☐ State: $ ☐ Federal: $ ☐ Local: $ ☐ Private: $		

\+ 2-3 short sentences; include scale if relevant (site-specific, reach, watershed)
* Use FbD Metrics where possible

SUB-TASK TABLE

Sub-Task	Description+	Type of Project	Total Cost	Eligible Cost	Other Funders - Leverage	Other Funders- Match	FbD-Funded Outcomes +	Total Outcomes *
		☐ Capital Action ☐ Project Pipeline			☐ State: $ ☐ Federal: $ ☐ Local: $ ☐ Private: $	☐ State: $ ☐ Federal: $ ☐ Local: $ ☐ Private: $		

\+ 2-3 short sentences; include scale if relevant (site-specific, reach, watershed) * Use FbD Metrics where possible