



DEPARTMENT OF
ECOLOGY
State of Washington

Funding Guidelines State Fiscal Year 2019 Water Quality Financial Assistance

Centennial Clean Water Program

Clean Water Act Section 319 Program

Stormwater Financial Assistance Program

Washington State Water Pollution Control
Revolving Fund Program

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Funding Guidelines
State Fiscal Year 2019
Water Quality Financial Assistance

Centennial Clean Water Program
Clean Water Section 319 Program
Stormwater Financial Assistance Program
Washington State Water Pollution Control Revolving
Fund Program

by
Financial Management Section

Water Quality Program
Washington State Department of Ecology
Olympia, Washington

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Chapter 1: Program Overview

The Washington State Department of Ecology's (Ecology) Water Quality Program administers four main funding programs under an integrated annual funding cycle. Ecology awards grants and loans on a competitive basis to eligible public bodies for high priority water quality projects throughout Washington State. Proposed projects may address point and/or nonpoint source water pollution control issues. This document describes how to apply for funding, meet program requirements, and manage funded projects.

The four main funding programs are:

- The Centennial Clean Water Program (Centennial).
- The Clean Water Act Section 319 Nonpoint Source Grant Program (Section 319).
- The Washington State Water Pollution Control Revolving Fund Program (CWSRF).
- Stormwater Financial Assistance Program (SFAP).

Eligible public bodies include:

- Counties, cities, and towns.
- Water districts and sewer districts.
- Port districts.
- Conservation districts.
- Irrigation districts.
- Quasi-municipal corporations.
- Federally recognized tribes.
- Washington State institutions of higher education if the project is not included in the institution's statutory responsibilities.
- Not-for-profit organizations that are recognized as tax exempt by the Internal Revenue Service. Not-for-profit organizations are only eligible for Section 319 funding.

Eligible project types for grant and/or loan funding include:

- Wastewater facility
 - Planning, environmental review, design, and construction.
 - Facilities for wastewater conveyance and treatment.
 - Combined sewer overflow (CSO) abatement.
 - Infiltration and inflow (I/I) correction.
 - Reclaimed water and reuse, including reclaimed water distribution.
- Onsite sewage system
 - Large onsite sewage systems/community systems (planning, design, and construction).
 - Planning, outreach, surveys.
 - Local grant/loan repair/replacement program.

- Stormwater facility
 - Planning and design.
 - Construction of facilities for stormwater treatment and flow control.
 - Low impact development or green retrofit projects.
- Stormwater activity
 - Stormwater management program plans.
 - Education and outreach.
 - Inspection programs.
 - Purchase of high-efficiency vacuum sweepers.
- Nonpoint source activity
 - Agricultural best management practices design and implementation.
 - Irrigation efficiency projects.
 - Demonstration projects (as approved by Ecology).
 - Groundwater/aquifer/source water/wellhead planning and/or protection.
 - Lake restoration planning and implementation.
 - Riparian/wetland restoration planning and implementation.
 - Public outreach and education.
 - Total maximum daily load (TMDL) support.
 - Water quality monitoring.
 - Watershed planning and implementation.

Statutory requirements, administrative rule uses and limitations, and program and agency policy provide the framework for the Funding Guidelines. Listed are the key statutes, rules, and policies, along with web links to the documents.

- Chapter 173-98 WAC, *Uses and Limitations of the Water Pollution Control Revolving Fund*; see <http://app.leg.wa.gov/WAC/default.aspx?cite=173-98>.
- Chapter 173-95A WAC, *Uses and Limitations of the Centennial Clean Water Program*; see <http://app.leg.wa.gov/WAC/default.aspx?cite=173-95A>.
- Chapter 70.146 RCW, *Water Pollution Control Facilities Financing*; see <http://app.leg.wa.gov/RCW/default.aspx?cite=70.146>.
- Chapter 90.50A RCW - *Water Pollution Control Facilities – Federal Capitalization Grants*; see <http://app.leg.wa.gov/RCW/default.aspx?cite=90.50A>.
- Federal Clean Water Act, Section 319; see <http://water.epa.gov/polwaste/nps/cwact.cfm>.
- *Administrative Requirements for Recipients of Ecology Grants and Loans Managed in EAGL*; see <https://fortress.wa.gov/ecy/publications/summarypages/1401002.html>.
- Chapter 173-240 WAC, *Submission of Plans and Reports for Construction of Wastewater Facilities*; see <http://app.leg.wa.gov/WAC/default.aspx?cite=173-240>.
- Chapter 90.46 RCW, *Reclaimed Water Use*; see <http://app.leg.wa.gov/RCW/default.aspx?cite=90.46>.

Chapter 2: Funding Programs

This chapter provides a basic overview of each of the four funding programs, including applicant and project eligibility and funding provisions. More specific information about project eligibility may be found in Chapter 3 and Appendices D, E, F, G, and J.

Ecology manages the four primary sources of funding under an integrated annual funding cycle. Each of the programs has different eligibility requirements and limitations, and may have specific set-asides or funding priorities. Applicants use one integrated financial assistance application to apply for funds from the four funding sources simultaneously. Ecology reviews, rates, and ranks applications. Then Ecology distributes funds to the highest priority projects in a combination of grants and loans, depending on the project type and funding source.

Total funds available for the Water Quality Financial Assistance Program have varied. The amount of funding available on a competitive basis for each State Fiscal Year is based on program policies, legislative directives, previous commitments, and funding levels. Funding levels will not be known until state and federal appropriations are made.

CWSRF

The United States Congress established the CWSRF as part of the Clean Water Act (CWA) Amendments of 1987. The Environmental Protection Agency (EPA) offers states capitalization grants each year according to a formula established in the CWA. The state must provide a 20 percent match of the Capitalization Grant. Each year Ecology estimates the funds from:

- The Capitalization Grant.
- State match.
- Known and expected repaid principal and interest from previous loans.
- Interest earned through investments by the Washington State Treasurer's Office.
- Early repayments of previous loans.
- Declined offers.
- Differences between offers and agreements.

Ecology offers the combined total in new loans to eligible public bodies.

Due to repayment of previous loans and interest plus infusions from the Capitalization Grant, state match, and investments, the CWSRF continues to revolve and grow, and more money becomes available to fund water quality projects. The majority of the fund consists of repaid principal and interest. The CWSRF has funded approximately \$1.8 billion in projects since its inception.

Eligible Applicants

Applicants eligible for CWSRF funding include:

- Counties, cities, and towns.

- Water districts and sewer districts.
- Port districts.
- Conservation districts.
- Irrigation districts.
- Quasi-municipal corporations.
- Federally recognized tribes.
- Washington State institutions of higher education if the project is not included in the institution's statutory responsibilities.

Interest Rates and Loan Terms

Ecology may issue loans for a term of the smaller of 30 years or the useful life of the project being financed.

Ecology bases interest rates for non-hardship projects on the average market interest rate for tax-exempt municipal bonds. Ecology uses the average 11-Bond GO Index rate for the period 30-180 days prior to the beginning of a new funding cycle and sets the interest rate, depending on the loan term, at 80 percent, 60 percent, or 30 percent of that average for most projects. Interest rates for nonpoint source activity projects are set at the rate equivalent to the rates for “moderate” hardship projects found in Table 2. Table 1 shows the term and interest rates for standard CWSRF loans for SFY19.

Table 1: SFY19 Interest Rates for Standard CWSRF Loans

Loan Term	Interest Rate for Most Projects	Interest Rate for Nonpoint Source Activity Projects
1 to 5 Years	1.0%	0.7%
6 to 20 Years	2.0%	1.3%
21 to 30 Years	2.6%	2.0%

Eligible Funding Categories

- Preconstruction for wastewater and stormwater facilities (forgivable principal loans and Centennial grants available for hardship).
- Facilities
 - Wastewater (subsidized loans and Centennial grants available for hardship).
 - Stormwater.
 - Large onsite sewage system (subsidized loans and Centennial grants available for hardship).
- Activities
 - Nonpoint source planning and implementation.
 - Low impact development techniques planning and implementation.
 - Local loan fund for onsite sewage repair and replacement.

Set-asides

Ecology splits the CWSRF funds as follows:

- Five percent dedicated for preconstruction.
- 75 percent dedicated for facilities.
- 20 percent dedicated for activities.

Of the loan set-aside for preconstruction projects, Ecology will generally award no applicant more than 20 percent of the total. Of the loan set-asides for facilities and activities projects, Ecology will generally award no applicant more than 50 percent of the total. Ecology may adjust the maximum award under any of the categories up or down based on demand.

For more information about project eligibility refer to Chapter 3.

Funding Provisions

Preconstruction

Eligible preconstruction projects include facility planning, facility design, rate studies, sewer use ordinances, and value engineering. Applicants with a population of 25,000 or less and a Median Household Income (MHI) below the state MHI are eligible for funding under the preconstruction category. Applicants who do not meet either the population or MHI criteria for this category can still receive funding for preconstruction projects under the facilities category.

Hardship

Ecology may offer qualified hardship applicants a combination of forgivable principal loans, subsidized loans, and Centennial grants for wastewater facility construction projects, wastewater facility preconstruction projects, onsite sewage repair and replacement local loan fund projects, and stormwater facility preconstruction projects.

If Ecology offers only partial funding to a construction hardship eligible project because insufficient funds are available, Ecology may place the project at the top of the priority funding list for the next funding cycle. The applicant must be able to demonstrate that the project can be completed within the allowable funding timeframe in order to be placed on the priority funding list for the next funding cycle.

Hardship for Wastewater Facility Preconstruction Projects

Wastewater facility preconstruction projects are eligible for hardship consideration if the project meets the following criteria:

- The existing residential population of the service area for the proposed project is 25,000 or less at the time of application.
- The MHI for the proposed service area is less than 80 percent of the state MHI.

Ecology may award applicants who meet these criteria a forgivable principal loan or a Centennial grant for 50 percent of the eligible project costs.

Hardship for Wastewater Facility Construction Projects

Wastewater facility construction projects funded through the CWSRF are eligible for financial hardship consideration if the project meets the following criteria:

- The existing residential population of the service area for the proposed project is 25,000 or less at the time of application.
- Financing the project without subsidy would cause existing residential sewer fees to be two percent or more of the MHI for the service area.

If Ecology determines that financial hardship exists, it may structure an offer that includes a combination of subsidized loan terms and Centennial grant. Table 2 shows the SFY19 hardship loan interest rates and grant eligibility.

Table 2: SFY19 Hardship Loan Interest Rates and Grant Eligibility

Sewer fee divided by MHI is:	Below 2% (non-hardship)	Above 2% but below 3% (moderate hardship)	Above 3% but below 5% (elevated hardship)	Above 5% (severe hardship)
1 to 5 years term:	1.0%	0.7%	0.3%	0.0%
6 to 20 years term:	2.0%	1.3%	0.7%	0.0%
21 to 30 years term:	2.6%	2.0%	1.3%	0.7%
Grant eligibility:	Not eligible	50% up to \$5M	75% up to \$5M	100% up to \$5M

Hardship for Onsite Sewage System Projects

Hardship funding is available for onsite sewage system (OSS) repair and replacement local loan projects in the form of subsidized loans and Centennial grants. Ecology determines the final blended subsidized interest rate for the subsidized CWSRF loan based on the loans provided to homeowners. Ecology will award no more than \$500,000 in Centennial grant to cover all eligible costs, including hardship, for an OSS project.

The following are requirements in order for project activities to qualify for a subsidized loan interest rate based on hardship:

- Household income not to exceed 80 percent of county MHI.

Ecology may adjust interest rates to below the standard rate based on evaluation of the recipient's total portfolio of local on-site sewage system loans issued to homeowners.

Table 3 provides the CWSRF interest rate schedule for loans targeted to homeowners at three levels of county median household income.

Table 3: CWSRF Interest Rate Schedule for Loans Targeted to Homeowners

Homeowner income is:	Above 80% of county MHI (non-hardship)	Above 50% but below 80% of county MHI (moderate hardship)	Below 50% of county MHI (severe hardship)
1 to 5 years term:	1.0%	0.5%	0%
6 to 20 years term:	2.0%	1.0%	0.5%
21 to 30 years term:	2.6%	1.3%	0.7%

Hardship for Stormwater Facility Preconstruction Projects

Stormwater facility preconstruction projects funded through the CWSRF are eligible for hardship consideration if the project meets the following criteria:

- The existing residential population of the service area for the proposed project is 25,000 or less at the time of application.
- The MHI for the proposed service area is less than 80 percent of the state MHI.

Ecology may award applicants who meet these criteria a forgivable principal loan for 50 percent of the eligible project costs. The same project may not receive hardship incentives from both the SFAP, which provides a reduced match requirement and the CWSRF. In other words, a project that has a reduced match requirement based on a hardship determination under the SFAP will not receive forgivable principal subsidy under the CWSRF.

Green Project Reserve

Green Project Reserve (GPR) are projects or project components that focus on green infrastructure, water efficiencies, energy efficiencies, or “environmentally innovative” activities. Although GPR projects can be stand-alone projects, GPR is typically a component of a larger project type. To qualify for GPR consideration, projects or project components must meet the GPR criteria defined by EPA guidelines. EPA guidelines can be found in Appendix J.

To encourage GPR applications, Ecology may offer up to 25 percent of the loan funding for GPR-eligible components in the form of a forgivable principal loan. Only loan offers will receive principal forgiveness. If the actual cost of a GPR-eligible component changes, only 25 percent of the actual cost will be forgiven.

Stormwater projects that meet the requirements for GPR and have a reduced match requirement in accordance with a hardship determination under the SFAP are not eligible for GPR forgivable principal subsidy.

Requests for Additional Funding and Budget Adjustments

Subject to available funding, Ecology may provide additional CWSRF funds to a facility project to cover additional costs or address unforeseen circumstances. Requests for additional funding for construction bid overruns and change orders are subject to the following limitations.

Construction Bid Overruns

Ecology may adjust a recipient's facility construction loan or grant agreement by amendment to be consistent with the low, responsive, responsible bid. If the low, responsive, responsible bid exceeds the original engineer's estimate of construction costs, Ecology may approve a funding increase for up to 10 percent of the original engineer's cost estimate as supplied with the bid documents. If funding is available for bid overruns, Ecology will give hardship communities first priority based on the severity of financial need of the community. Ecology will fund bid overruns for non-hardship recipients on a first-come, first-served basis.

If the low, responsive, responsible bid falls below the existing loan or grant agreement amount, Ecology will amend the agreement to match the actual eligible bid amount based on the percentage of Ecology's participation in the overall funding of the project. Ecology will begin the amendment process as soon as possible after the completion of the bid process in order to make any surplus funds available to other public bodies.

Construction Change Orders

A change order is a formal document that modifies some condition(s) of the original construction contract. Ecology reviews all construction change orders submitted for eligibility for reimbursement. Significant changes that reflect a deviation from the approved planning document require pre-approval. Variations typically include changes in scope of work, contract price, construction methods, times to complete the work, and major design or process changes (such as changes in location, size, or capacity). Ecology may require a final quantity adjustment at the end of each contract to reconcile the originally contracted quantities with the quantities actually used.

Ecology may provide a five percent contingency for change orders subject to available funding. The five percent contingency will be based on the actual low, responsive, responsible bid. The five percent contingency can be included in the grant or loan agreement. The department may approve funding for change orders of greater than five percent of the eligible portion of the low responsive responsible construction bid only if the recipient can demonstrate that the additional funding is needed to remedy unforeseeable, extraordinary site-specific conditions. Change orders are not eligible for design-build or design-build-operate projects. If funding is available for change orders, hardship communities will be given first priority based on the severity of financial need of the community. Ecology will provide a contingency for change orders to non-hardship recipients on a first-come, first-served basis.

Refinancing Existing Debt

CWSRF loans are available for refinancing of existing debt. Refinancing can take the form of interim refinance and standard refinance.

Interim Refinance

Interim refinancing is available for projects that are in progress and using non-Ecology funds. Any project that is eligible for a CWSRF loan is eligible for interim refinance.

Applicants for interim refinancing apply for funding in the same manner as any new project. Ecology rates and ranks applications for interim refinance along with all other applications for new projects. Ecology awards funding on a competitive basis for all applications (including interim refinance application) based on project ranking, project category, funding program eligibility, and funding availability.

Applicants need to clearly state in the project description that the project is underway. As with any other project, an applicant must meet all applicable requirements for that project type.

Standard Refinance

Standard refinance is for projects that have been successfully completed using non-Ecology funding sources where the recipient wants to refinance at a lower interest rate. Standard refinance is limited to water pollution control facilities where project construction began after March 7, 1985. Applicants must meet all applicable requirements for the project and must meet all Ecology prerequisites at the time the project was undertaken. Hardship assistance is not available for standard refinance projects.

Standard refinance projects are a low priority, and Ecology does not rate and rank them as competitive projects. Ecology makes funding offers for standard refinance projects only if CWSRF money is left after funding of competitively ranked projects. Ecology ranks multiple standard refinance projects competing for funding according to financial burden on the ratepayers.

Applicants must explain the original source of project funding (e.g., internal funds, other agencies, bond issuance). Applicants must also explain the specific provisions for repayment. The debt for the project must still be outstanding. Ecology will not advance refund a prior debt.

Stormwater Financial Assistance Program

The SFAP is designed to fund stormwater projects and activities that have been proven effective at reducing impacts from existing infrastructure and development and enhance existing stormwater programs.

Eligible Applicants

Applicants eligible for SFAP funding include:

- Counties, cities, and towns.
- Port districts.

Eligible Project Categories

Stormwater facilities and a limited suite of stormwater activities may be funded through SFAP.

Stormwater Facility Projects

SFAP-eligible facility projects must meet the definition of retrofit in the appropriate (Eastern or Western) Washington Stormwater Management Manual. Ecology will review all stormwater projects to ensure compliance with Ecology design standards and Ecology-approved manuals.

Applicants may receive SFAP funding for design, design/construct, or construction-only stormwater facility projects. However, applicants are encouraged to apply for design dollars prior to requesting construction funding unless their design has been formally accepted by Ecology.

Stormwater Source Control Activity Projects

SFAP-eligible source control activity projects must enhance existing stormwater programs and provide water quality benefits that extend beyond the grant period (typically three years).

Examples of eligible stormwater activities include:

- Inspections of privately-owned stormwater treatment facilities installed prior to being required by a Municipal National Pollutant Discharge Elimination System (NPDES) permit.
- Development of source control sweeping programs that quantify pollutant removal from existing development.
- Legacy pollutant source identification, tracing, and removal.

Ecology will reimburse source control activity expenses as work is completed over the grant period. Equipment rental costs and use allowances for items such as sweepers are eligible expenses. If the total rental cost or use allowance of the equipment over the grant period is estimated to exceed the cost to purchase the equipment, recipients may request Ecology approval to purchase the equipment.

Ineligible SFAP Project Elements

Stormwater projects or project components that are ineligible to receive SFAP funding include, but are not limited to:

- Projects or project objectives previously funded by Ecology. Multiple phases of the same project may be eligible. However, phases should address stormwater from additional geographic areas and provide additional water quality benefits beyond those identified in earlier phases.
- Construction of BMPs/facilities for new development or re-development. Grant funds may be used to pay for the portion of a BMP/facility that treats a combination of runoff from existing hard surfaces (retrofit) and new or replaced surfaces (new or re-development). Applicants must provide a detailed budget that clearly shows the portion of the project that is strictly retrofit.
- Projects that treat run-off from undeveloped lands or agricultural areas.
- Stormwater runoff from private property where the applicant has not taken ownership or maintenance responsibilities for the facility by acquiring land or an easement. Applicants proposing to purchase property must get pre-approval from Ecology. Requirements for

acquisition projects will align with the Washington Recreation and Conservation Office's (RCO) *Acquisition Manual 3*; see

http://www.rco.wa.gov/documents/manuals&forms/Manual_3_acq.pdf.

- Land acquisition beyond the footprint of a stormwater facility or the footprint of a facility that has been re-located to install a stormwater facility.
- Proprietary structural BMPs that have not received a TAPE GULD rating; see <http://www.ecy.wa.gov/programs/wq/stormwater/newtech/index.html>.
- Projects that treat process water or are required to meet an individual or general NPDES permit.
- Equipment purchase without pre-approval from Ecology.
- Lighting, landscaping, or other projects elements that do not provide a water quality benefit.
- Contaminated soils removal or remediation.

Some of these elements may be eligible for loan funding through the CWSRF. For more information about project eligibility please refer to Chapter 3.

Funding Provisions

Maximum Grant Award

The maximum total SFAP grant award is \$5 million dollars per funding cycle per city, county, town, or port.

Hardship

Stormwater projects in cities, towns, and counties funded through SFAP are eligible for financial hardship consideration if the project meets the following criteria:

- The existing residential population of the city or county is 25,000 or less at the time of application.
- The MHI for the city or county is less than 80 percent of the state MHI.

Hardship eligible SFAP-funded stormwater projects will have a reduced match requirement of 15 percent of the total grant award.

Ports are not eligible for SFAP hardship.

Green Retrofit Projects

The SFAP funding program defines a green retrofit project as a stormwater and land use management project that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation, and transpiration. Project designs meet those goals by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices. In the event of a scoring tie, the project that best fits the green retrofit definition will receive the higher score.

Requests for Additional Funding and Budget Adjustments

Construction Bid Overruns

Ecology may adjust a recipient's facility construction grant agreement by amendment to be consistent with the low, responsive, responsible bid. If the low, responsive, responsible bid exceeds the original engineer's estimate of construction costs, Ecology may approve a funding increase for up to 10 percent of the original engineer's cost estimate as supplied with the bid documents. If funding is available for bid overruns, Ecology will give hardship communities first priority based on the severity of financial need of the community. Ecology will fund bid overruns for non-hardship recipients on a first-come, first-served basis.

If the low, responsive, responsible bid falls below the existing loan or grant agreement amount, Ecology will amend the agreement to match the actual eligible bid amount based on the percentage of Ecology's participation in the overall funding of the project. Ecology will begin the amendment process as soon as possible after the completion of the bid process in order to make any surplus funds available to other public bodies.

Construction Change Orders

A change order is a formal document that modifies some condition(s) of the original construction contract. Ecology reviews all construction change orders submitted for eligibility for reimbursement. Significant changes that reflect a deviation from the accepted planning document require pre-approval, or risk reimbursement. Variations typically include changes in scope of work, contract price, construction methods, times to complete the work, and major design or process changes (such as changes in location, size, or capacity). Ecology may require a final quantity adjustment at the end of each contract to reconcile the originally contracted quantities with the quantities actually used.

For Ecology-approved change orders, Ecology may provide additional SFAP funding to facility construction projects of up to five percent of the low responsive, responsible bid minus any contingency included in the bid. Ecology will provide funding for change orders on a first-come, first-served basis.

Centennial

Centennial is a state funded program created by the Washington State Legislature in the middle 1980s. Centennial may be funded from various state sources.

Ecology must manage Centennial in accordance with state laws and rules, including Chapter 70.146 RCW and Chapter 173-95A WAC.

Eligible Applicants

Applicants eligible for Centennial funding include:

- Counties, cities, and towns.
- Water districts and sewer districts.

- Port districts.
- Conservation districts.
- Irrigation districts.
- Quasi-municipal corporations.
- Federally recognized tribes.
- Washington State institutions of higher education if the project is not included in the institution's statutory responsibilities.

Eligible Funding Categories

Centennial provides grants for wastewater infrastructure and nonpoint source pollution control projects. Examples of fundable nonpoint source pollution control projects include:

- Stream restoration and buffers.
- Agricultural best management practices (BMPs).
- OSS repair and replacement.
- Stormwater activities.
- Protection of drinking water sources.

Infrastructure projects are limited to wastewater facility construction projects in qualified hardship communities. Although it is rarely done, Ecology may also make loans using funds from Centennial.

Set-asides

Ecology has established the following set-asides and limits on the Centennial funds.

- One-third is set aside for wastewater facility construction projects in hardship communities.
 - The total amount may not exceed \$5 million for any single project.
- One-third is set aside for nonpoint source pollution control activities projects.
- The remaining one-third is awarded based on priority ranking.

Section 319

Congress established Section 319 as part of the CWA amendments of 1987 to address nonpoint sources of water pollution. EPA offers an annual grant to Washington to implement its plan to control nonpoint sources of pollution, *Washington's Water Quality Management Plan to Control Nonpoint Sources of Pollution*. The grant from EPA requires a 40 percent state match, and Ecology provides this match through Centennial grants for nonpoint source pollution control projects.

There are no specific state laws or rules for Section 319, but Ecology uses federal laws, rules, and guidelines and Centennial laws and rules to steer the program.

Eligible Applicants

Applicants eligible for Section 319 include:

- Counties, cities, and towns.
- Water districts and sewer districts.
- Port districts.
- Conservation districts.
- Irrigation districts.
- Quasi-municipal corporations.
- Federally recognized tribes.
- Washington State institutions of higher education if the project is not included in the institution's statutory responsibilities.
- Not-for-profit organizations that are recognized as tax exempt by the Internal Revenue Service.

Eligible Funding Categories

Section 319 provides grants for a variety of activity projects that address nonpoint sources of pollution, including:

- Watershed planning.
- Implementation of BMPs.
- Water quality monitoring.
- Outreach and education.

Ecology requires applicants with projects that implement BMPs to collect and report data to estimate load reductions of nitrogen, phosphorus, and sediments. Ecology must report these reductions to EPA annually.

Grant Match Requirements

Nonpoint source activity grants and stormwater grants have match requirements. The following bullets describe the match requirements for the various sources of funds.

- Match for nonpoint source activity projects funded through Centennial and Section 319 is 25 percent.
- Non-hardship SFAP-funded projects must provide 25 percent cash match. The recipient may use CWSRF loan awards for the project as cash match. The recipient may use property dedicated to stormwater facilities as match with pre-approval from Ecology. Such property must be appraised and restricted according to the property acquisition guidelines available at <http://www.ecy.wa.gov/programs/wq/funding/Res/Resources.html>. Property appraisals must be at least as recent as one year prior to the opening of the Ecology Water Quality Combined Funding program application period. If Ecology is providing funding for land to relocate a structure or feature to install water quality BMPs, a recipient may not use the value of the

structure's original location as match. For example, if a project expands a right-of-way and moves a sidewalk to make room for a bio-retention feature, the grant recipient cannot use the land value of the sidewalk's original location as match.

- Match for hardship SFAP-funded projects is 15 percent.
- There is no match required for green retrofit design projects funded through SFAP up to \$250,000 total eligible costs.
- Match for Centennial grants that fund OSS repair and replacement projects is 100 percent.
- There is no match required for wastewater facility construction projects awarded hardship Centennial grants.

Match is often in the form of cash, but a recipient may match some grants with in-kind contributions. The type of match allowed depends on the type of grant or the amount of the grant. The following describes the form of match requirements that apply.

- Projects awarded a Centennial or Section 319 grant of \$250,000 or less may have any combination of match.
- Projects awarded a Centennial or Section 319 grant of more than \$250,000 up to the maximum amount of \$500,000 must supply a cash-only match.

Cash Match

Cash match includes any eligible project costs paid directly by the recipient that are not reimbursed by the Ecology grant or another third party. Ecology considers donations that become the long-term property of the recipient as cash match. Ecology considers loan money provided through the CWSRF as cash match.

Grants Used to Match 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 recipient incurs costs for the matching grant must fall within the effective and 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.
- Water Quality Program grants cannot be used to match each other.
- Grants provided by the Washington State Conservation Commission can be used to match Water Quality Program grants.
- Funds, goods, or services cannot be used as match more than once.

Ecology uses nonpoint source activities projects funded by Centennial to meet EPA's Section 319 match requirements. The grant agreement will state if Ecology is using the project as Section 319 match. Projects designated for Section 319 match cannot be used to meet match requirements for other funding programs.

Loans Used to Match Grants

A recipient may use CWSRF loans to provide the match for Centennial, Section 319, and SFAP grants. These are considered cash match.

Interlocal Contributions

Interlocal contributions are those made by another governmental agency through an interlocal agreement and not reimbursed by the grant or other outside funding source. The interlocal agreement should detail the work to be accomplished, the goods and services to be provided, and its value. Interlocal contributions can satisfy a cash match requirement. Interlocal contributions differ from other in-kind contributions because the following are eligible costs:

- An indirect rate of up to 25 percent of salaries and benefits.
- Cost of transportation through mileage (at the current state rate) or an indirect rate.
- Per Diem, travel, and subsistence expenses at state travel rates.
- Prevailing wages of the public body.

Other In-kind

Examples of other in-kind match contributions are property, goods, or services contributed to the recipient (or any contractor under the agreement) 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. Other in-kind match does not include eligible project costs paid directly by the recipient (see Cash Match above). Other in-kind contributions must be fully documented and reported separately when requesting reimbursement.

The current in-kind rate for volunteer services includes the value of travel expenses contributed by volunteers.

The following are examples of **ineligible** other 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 contribute to project activities.
- Studies conducted by other state or federal agencies.
- Any activities or expenses that are ineligible for Ecology funding are also ineligible to be used as match.

Third-party In-kind Contribution

When a third-party employer (not the 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.

Chapter 3: Eligible Project Types

Eligible projects fall into five main categories: wastewater facilities, onsite sewage systems, stormwater facilities, stormwater activities, and nonpoint source activities. Some projects are eligible for both loans and grants, while other projects are eligible for only loans.

Wastewater Facility Projects

Water pollution control facilities projects can include planning, design, and construction of wastewater infrastructure, including treatment, collection, combined sewer overflow (CSO) abatement, and infiltration and inflow (I/I) correction. The technical prerequisites and approval process for facilities projects can be extensive. Ecology encourages applicants to work closely with the Ecology project engineers to ensure that all technical prerequisites are in place when planning facilities projects.

Planning

Costs of preparing planning documents, including General Sewer Plans, Engineering Reports, environmental review, value engineering studies, and rate studies are eligible for Water Quality Financial Assistance Program funding. Applicants must comply with planning requirements in order to be eligible for financial assistance from Ecology.

Subsequent project steps often require Ecology approval of a planning document. If Ecology approved a planning document more than two years prior to the close of a loan and grant application period, an applicant must have Ecology complete a more recent review to ensure that the document reflects current conditions.

Reclaimed Water Facilities

Reclaimed water facilities are eligible for loans. Reclaimed water facilities must meet the same eligibility standards as other water pollution control facilities, including demonstrating that the project is the cost effective solution to a water quality problem. Cost effectiveness can include the environmental benefits of advanced wastewater treatment as well as the provision of additional water supplies.

Generally, project components with water quality benefits are eligible. Components with strictly water supply benefits are not eligible. Eligible project components may include, but are not limited to:

- Wastewater treatment plant facilities.
- Rapid infiltration basins.
- Dedicated irrigation systems necessary to support the use of the water, such as poplar plantations.
- Purchase of land when that purchase is necessary for water storage or is the cost effective option, such as a dedicated land application site.

- Distribution piping and appurtenances needed to transport reclaimed water to the reuse site.

The purchase of land and distribution systems for recreation facilities (e.g., golf courses, ball fields, and parks) and similar community development features not directly related to water and wastewater infrastructure needs are not eligible for financial assistance.

Design

Facility design is eligible for funding. Design plans and specifications must be consistent with:

- Chapter 173-240 WAC, *Submission of Plans and Reports for Construction of Wastewater Facilities*; see <http://app.leg.wa.gov/wac/default.aspx?cite=173-240>.
- An approved planning document.
- Ecology's *Criteria for Sewage Works Design* (the "Orange Book"); see <https://fortress.wa.gov/ecy/publications/summarypages/9837.html>.
- Other applicable requirements.

Applicants must base the plans and specifications on the preferred cost-effective alternative identified in the cost effectiveness analysis.

Construction

Recipients of grants and loans for facility construction must ensure that the project complies with the approved plans and specifications. To this end, the applicant must provide adequate and competent construction management and inspection. This may involve procuring professional engineering services.

Design and Construction

Applicants can also apply for a combined facility design and construction project. The total project cost for both phases must be less than \$7 million to be eligible to apply under one application. All the applicable requirements for both design and construction projects apply, including the possibility of hardship assistance for the construction components and preconstruction funding for the design portion of the project.

Table 4 provides a summary of the funding eligibility of some wastewater facility projects and components.

Table 4: Wastewater Facility Projects and Components Eligibility

Description	Centennial Hardship Grant	CWSRF Loan
Combined sewer overflow abatement facilities	Yes	Yes
Construction administration and inspection services	Yes	Yes
Cost and effectiveness analysis	Yes	Yes ¹
Environmental review	Yes	Yes ¹
Equipment and/or tools pre-approved for a funded project	Yes	Yes
Facilities for the control, storage, treatment, disposal, or recycling of domestic wastewater	Yes	Yes

Description	Centennial Hardship Grant	CWSRF Loan
Fiscal sustainability plans required for facility construction projects	Yes	Yes
Indirect rate (up to 25% of salaries and benefits)	Yes	Yes
Investment grade efficiency audit	Yes	Yes ¹
Land acquisition as an integral part of the treatment process (e.g., land application)	No	Yes
Land acquisition to site a wastewater facility	No	Yes
Landscaping for erosion control directly related to a project	Yes	Yes
Legal expenses associated with use of a bond counsel in developing a loan agreement	No	Yes
Light refreshments for meetings if pre-approved	Yes	Yes
LOSS/community wastewater systems construction	Yes	Yes
LOSS/community wastewater systems cost and effectiveness analysis	Yes	Yes ¹
LOSS/community wastewater systems environmental review	Yes	Yes ¹
LOSS/community wastewater systems investment grade efficiency audit	Yes	Yes ¹
LOSS/community wastewater systems planning, including feasibility studies, value engineering, rate studies, and general sewer plans and engineering reports that include environmental review	Yes	Yes ¹
LOSS/community wastewater systems plans and specifications (facility design)	Yes	Yes ¹
Mitigation to comply with requirements in SEPA/NEPA or other environmental review directly related to a project	Yes	Yes
Permits required for project implementation	Yes	Yes
Planning, including feasibility studies, value engineering, rate studies, and general sewer plans and engineering reports	Yes	Yes ¹
Plans and specifications (facility design)	Yes	Yes ¹
Project Management Consultant	Yes	Yes
Reclaimed water distribution infrastructure for transportation to reuse site.	Yes	Yes
Refinancing: <i>Interim</i> for any project eligible for a CWSRF loan or <i>Standard</i> for water pollution control facilities begun after March 7, 1985	No	Yes
Side-sewer laterals, pump stations, and other appurtenances on private property for projects that address documented infiltration and inflow issues	Yes	Yes
Side-sewer laterals, pump stations, and other appurtenances on private property for projects that address documented nonpoint pollution issues	Yes	Yes
Side-sewer laterals, pump stations, and other appurtenances on private property where the facilities are owned and maintained by a public body or a public body has a property easement for at least the length of the loan/grant	Yes	Yes
Side-sewer laterals, pump stations, and other appurtenances on private property where the facilities are not owned and maintained by a public body or a public body does not have a property easement for at least the length of the loan/grant, the project does not address documented nonpoint pollution issues, and the project does not address documented infiltration and inflow issues	No	No
Side-sewer laterals, pump stations, and other appurtenances on public property	Yes	Yes

¹ Up to 50 percent forgivable principal for qualified hardship applicants.

Onsite Sewage System (OSS) Projects

OSS projects are eligible for both grants and loans. Eligible projects include planning, design, and construction of community large onsite sewage systems (LOSS), surveys of existing OSS throughout watersheds, local government loan programs provided to homeowners and small commercial enterprises for the repair and replacement of failing OSS, and homeowner education and outreach on the topic of OSS operation and maintenance.

Large Onsite Sewage Systems (LOSS)

The Department of Health (Health) permits LOSS designed to treat less than 100,000 gallons per day through Chapter 246-272B WAC, *Large On-site Sewage System Regulations*; see <http://app.leg.wa.gov/WAC/default.aspx?cite=246-272B&full=true>. With the exception that planning and design documents are approved through Health, these systems are considered facilities, and all the rules and requirements for facility projects apply.

Planning and Survey

OSS pollution identification and survey projects may be conducted throughout a watershed. Funded projects have included OSS data collection and management, system inspections and dye testing, and shoreline surveys to identify fecal coliform hotspots within the water source. Recipients may use grant or loan dollars to conduct door-to-door surveys for sewer infrastructure evaluation and to provide education and outreach, including Homeowner Septic Self-Inspection Trainings or Septics 101 classes.

Local Loan Program

Ecology may provide loans and grants to local governments to establish and manage OSS repair and replacement local loan programs. OSS funding programs through local governments provide low-interest loan options to homeowners and small commercial enterprises for OSS repair and replacement. Local governments that have OSS funding programs in place have ensured improvement to water quality, protection of public health, and assisted in the protection and restoration of critical commercial and recreational shellfish habitat through the reduction of fecal coliform bacteria and nutrient levels in surface waters.

Recipients may use Centennial grants and CWSRF loans for the following:

- Subsidized loans to property owners with financial hardship.
- Project administration and management.
- A loan loss reserve account in accordance with the following:
 - The grant recipient can establish and accumulate a reserve account using Centennial funds and local sources to secure the potential loss from default on individual homeowner OSS repair and replacement local loans.
 - Up to 10 percent of the total eligible cost for an individual OSS repair and replacement project may be deposited from the Centennial grant into the reserve account.
 - Recipients must apply the amount of Centennial funds on deposit in the reserve account to either:
 - Cover, in part or in full, losses realized by the grant recipient on homeowner default.
 - Additional OSS repair and replacement local loans at the timing discretion of the grant recipient.

OSS repair and replacement programs may also be used for LOSS projects. However, because the LOSS is considered a “facility”, completion of the State Environmental Review Process

(SERP) process will be required before a local OSS repair and replacement program may be used for a LOSS construction.

Centennial grants for up to \$500,000 may be awarded for repair and replacement local loan programs with a 100 percent cash match. Match may be either a CWSRF loan or the recipient's own source of funds.

Ecology may adjust CWSRF loan interest rates to a lower rate at the end of the project based on the recipient's assistance to financially challenged homeowners. Ecology adjusts the interest rate on the local loan program based on the income of loan recipients in comparison to the county MHI.

A local government can tailor the OSS financial assistance program to fit into its existing water quality management strategies and efforts. Local governments may use an outside administrator for complete program management or provide some or all aspects of the loan program using internal resources. Local governments with successful local loan programs use a variety of internal and external resources for marketing and implementing the OSS loan program, application review, loan authorization and processing, and establishment and collection of homeowner installment payments.

Aspects of a successful program include one or more of the following:

- Establishment of a program framework that addresses the identification and/or assessment of the failing OSS, homeowner loan application processing and management, and an on-going operation and maintenance program for repaired septic systems.
- Establishment of environmental and credit worthiness criteria.
- Staffing for program oversight.
- Marketing and promotion of the program through the local health jurisdiction, Septics 101 workshops, and local septic designers, installers, and pumpers.
- Septic surveys to identify OSS failures.

Before signing a loan agreement, the Water Quality Program must review and approve:

- The priority system used by a local government to identify and fund projects with the most critical water quality and public health problems.
- The local government's dedicated source of revenue to repay the loan to Ecology.
- Procedures to ensure that the citizens repay their loans to the local governments.
- Procedures to ensure adequate inspection of the project by the local government during implementation.
- Assurances that citizens receiving local loan funds will properly operate and maintain the systems that are constructed.

Local governments must use the following guidelines when considering providing loans from local loan funds to small commercial enterprises for OSS rehabilitation or replacement:

- No more than one-third of the local loan fund may be used by small commercial enterprises for onsite wastewater treatment corrections.

- No more one-sixth of the local fund may be loaned to any single individual or business, up to a maximum of \$50,000.
- The average daily flows for any small commercial enterprise cannot exceed 3,500 gallons per day.

Small commercial enterprises may include public lodging (including motels, hotels, and bed and breakfast establishments), rentals (apartments, duplexes, or houses), small restaurants, stores, or taverns.

Regional Loan Program

The Regional Loan Program (RLP) is a partnership between local governments, Health, Ecology, and a financial institution partner (FIP). The FIP provides loans to property owners for repair or replacement of failing OSS in participating jurisdictions. The loans are supported by SRF and Centennial funds. Participating jurisdictions support the program through outreach and education, and through regular OSS permitting activities.

A participating jurisdiction may submit one funding application on behalf of the entire RLP. The funding application must include information on the relevant water quality and public health priorities of each participating or interested jurisdiction.

In addition to being included on the funding application, jurisdictions interested in joining the RLP must:

- Send a letter of support to the FIP before the application cycle closes.
- Send a letter to Health requesting to join the program.
- Attend the Annual Partners' Meeting. Partners will vote to include the new jurisdiction.
- Sign an memorandum of understanding (MOU) with Ecology, Health, and the other participating jurisdictions.

More information on joining the RLP can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgrms/GenOSS/OSSmainPage.html>.

Table 5 provides a summary of the funding eligibility of some OSS projects and components.

Table 5: Onsite Sewage System Projects and Components Eligibility

Description	Centennial Grant	Section 319 Grant	CWSRF Loan
Cost and effectiveness analysis	No	No	Yes
Equipment and/or tools pre-approved for a funded project	Yes	Yes	Yes
Fiscal sustainability plans required for facility construction projects	No	No	Yes
Indirect rate (up to 25% of salaries and benefits)	Yes	Yes	Yes
Landscaping for erosion control directly related to a project	Yes	Yes	Yes
Light refreshments for meetings if pre-approved	Yes	Yes	Yes
LOSS/community wastewater systems repair and replacement through a local loan/grant fund	No ¹	No	Yes
Mitigation to comply with requirements in SEPA/NEPA or other environmental review directly related to a project	Yes	Yes	Yes
Onsite sewage system education, information, and technical assistance programs	Yes	Yes	Yes

Description	Centennial Grant	Section 319 Grant	CWSRF Loan
Onsite sewage system repair and replacement programs through a local loan/grant fund	Yes	No	Yes
Onsite sewage system surveys	Yes	Yes	Yes
Permits required for project implementation	Yes	Yes	Yes
Project Management Consultant	Yes	Yes	Yes
Side-sewer laterals for OSS abandonment and connection projects	Yes	No	Yes

¹ Qualified hardship applicants may be eligible.

Stormwater Facility Projects

Stormwater facility projects provide water quality benefits by treating and/or providing flow control for water generated from impervious surfaces such as roads and buildings prior to discharge to receiving waters. Grant and loan funding is available for planning, design, and construction of stormwater facilities projects. Projects may be submitted as planning and design only; planning, design, and construction; or construction only. Applicant eligibility and project type will determine the type (grant or loan) of funding available for a specific project.

In order to receive funding, stormwater best management practices (BMPs)/facilities must be proven to be effective at reducing pollution from existing development. Eligible BMPs/facilities include those structural BMPs which have been designed in accordance with the Stormwater Management Manuals for Eastern or Western Washington

(<http://www.ecy.wa.gov/programs/wq/stormwater/tech.html>), equivalent Ecology-approved manual as listed in Appendix 10 of the Phase I Municipal NPDES Stormwater Permit (<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/MUNIdocs/permitmod090110/PermitModificationAppendix10.pdf>), or have received a General Use Level Designation (GULD) through the Technology Assessment Protocol – Ecology (TAPE) program (<http://www.ecy.wa.gov/programs/wq/stormwater/newtech/index.html>).

Stormwater facility projects may include:

- Treatment or flow control best management practices.
- Low impact development techniques that treat stormwater and/or provide infiltration.
- Decant facilities that separate liquid waste from solid waste generated by stormwater maintenance activities such as street sweeping and the cleaning of catch basins.

Applicants proposing to purchase property must get pre-approval from Ecology. Requirements for acquisition projects will align with RCO's *Acquisition Manual 3*; see http://www.rco.wa.gov/documents/manuals&forms/Manual_3_acq.pdf. The land purchase must be limited to the footprint necessary for installation of a BMP/facility or the relocation of a facility displaced by construction of a BMP/facility. Installation of a BMP/facility to treat run-off generated by private property requires the local jurisdiction to take responsibility for all operation and maintenance for the BMP/facility and to obtain a permanent easement to allow for access to the BMP/facility or purchase of the land itself.

All projects that propose retrofit or installation of BMPs that meet the definition of an Underground Injection Control (UIC) well must follow guidelines and regulation for stormwater

management using UIC wells. More information about guidelines and regulations for UIC wells is available at <http://www.ecy.wa.gov/programs/wq/grndwtr/uic/index.html>.

Planning and Design

Costs of stormwater facility siting and design are eligible for grant and loan funding. These costs include preparing planning documents, cultural resource determinations, geotechnical work, engineering design reports, environmental review, value engineering studies, and rate studies.

Planning documents require Ecology review prior to receiving construction funding. If Ecology accepted a planning document more than two years prior to the close of a loan and grant application period, an applicant must have Ecology complete a more recent review to ensure that the document reflects current conditions.

Construction

Ecology may provide loans or grants to eligible applicants for construction of stormwater facility projects. Eligible cities and counties may apply for financial hardship consideration for a stormwater-related project. Applicants must comply with Ecology-approved design standards as listed in Western and Eastern Washington Stormwater Management Manuals or an equivalent Ecology-approved manual as listed in Appendix 10 of the Phase I Municipal NPDES Stormwater Permit in order to be eligible for financial assistance from Ecology; see <http://www.ecy.wa.gov/programs/wq/stormwater/tech.html> and <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/MUNIdocs/permitmod090110/PermitModificationAppendix10.pdf>.

Table 6 provides a summary of the funding eligibility of some stormwater facility projects and components.

Table 6: Stormwater Facility Projects and Components Eligibility

Description	SFAP Grant	CWSRF Loan
BMPs or stormwater facilities for new or redevelopment	No	Yes
BMPs that have not received a GULD rating	No	Yes
Cost and effectiveness analysis to meet federal requirements	No	Yes ¹
Detention facilities (ponds, tanks, vaults, etc.)	Yes	Yes
Environmental review	Yes	Yes ¹
Equipment and/or tools pre-approved for a funded project	Yes	Yes
Fiscal sustainability plans required for facility construction projects	No	Yes
Indirect rate (up to 25% of salaries and benefits)	Yes	Yes
Individual residential stormwater infiltration treatment and collection systems, such as bioretention swales on private property	Yes ²	No
Infiltration systems (dry wells, swales, trench, pond)	Yes	Yes
Installation of rip rap, boulders, and retaining walls to prevent sediment discharge into stormwater BMPs	Yes	Yes
Investment grade efficiency audit	No	Yes ¹
Land acquisition for stormwater facility siting	Yes	Yes
Landscaping for erosion control directly related to a project	Yes	Yes
Light refreshments for meetings if pre-approved	Yes	Yes
Low impact development BMP implementation	Yes	Yes
Low impact development site-specific planning	Yes	Yes

Description	SFAP Grant	CWSRF Loan
Mitigation to comply with requirements in SEPA/NEPA or other environmental review directly related to a project	No	Yes
Outreach to property owners/residents potentially affected by installation of a facility project	Yes	Yes
Permits required for project implementation	Yes	Yes
Project Management Consultant	Yes	Yes
Site preparation work (e.g., weed removal)	Yes	Yes
Stormwater facility projects required by court or administrative order	No	Yes
Stormwater facility, retrofit, or low impact development projects not required by stormwater permits	Yes	Yes
Stormwater treatment facilities (constructed wetlands, bioretention, etc.)	Yes	Yes
Use of sediment settlers (e.g., Polyacrylamide)	Yes	Yes

¹ Up to 50 percent forgivable principal for qualified hardship applicants.

² Approval on a case by case basis with appropriate easements/landowner agreements.

Stormwater Activity Projects

A project will be eligible for grants or loans depending on the activity type and the jurisdiction where the activity takes place. Activity projects which are required by a NPDES Municipal Stormwater Permit are eligible for loans only. These same projects, when proposed in an unpermitted community, may be eligible for both loans and grants. Examples of these types of projects include:

- Land use/stormwater management planning.
- Review of existing local stormwater regulations.
- New BMP development and assessment through the Ecology TAPE program (loan only).
- Conducting inventories and mapping of stormwater sources and infrastructure.
- Education and outreach.

A limited suite of activity projects are eligible for SFAP grants in both permitted and unpermitted communities. Please refer to the description of the SFAP funding source (located in Chapter 2) for additional eligibility information. Due to the complex eligibility rules for stormwater activities, Ecology strongly recommends contacting appropriate regional or headquarters staff listed near the beginning of this document to discuss eligibility prior to submitting an application.

Table 7 provides a summary of the funding eligibility of some stormwater activity projects and components.

Table 7: Stormwater Activity Projects and Components Eligibility

Description	Centennial Grant or Section 319 Grant	SFAP Grant	CWSRF Loan
Activities required by a NPDES municipal stormwater permit	No	No	Yes
Basin modeling for BMP prioritization not required by a permit	Yes	Yes	Yes
Cost and effectiveness analysis to meet federal requirements	No	No	Yes
Equipment and/or tools pre-approved for a funded project	Yes	Yes	Yes
Establishment of stormwater utilities not required by permit	Yes	No	Yes
Establishment of stormwater utilities required by permit	No	No	Yes
Implementation of educational activities not required by permit	Yes	No	Yes
Indirect rate (up to 25% of salaries and benefits)	Yes	Yes	Yes

Description	Centennial Grant or Section 319 Grant	SFAP Grant	CWSRF Loan
Inspection programs for private parcel stormwater BMPs not required by permit	No	Yes	Yes
Land acquisition for: wetland habitat preservation and protection; riparian area and watershed preservation; drinking water source protection	Yes	No	Yes
Landscaping for erosion control directly related to a project	No	Yes	Yes
Light refreshments for meetings if pre-approved	Yes	Yes	Yes
Outreach and education projects not required by stormwater permits	Yes	No	Yes
Outreach and education projects required by stormwater permits	No	No	Yes
Pet waste signs	Yes	Yes	Yes
Project Management Consultant	Yes	Yes	Yes
Purchase, rental, or use fees for high-efficiency vacuum sweepers	No	Yes	Yes
Stormwater infrastructure inventories not required by a permit	Yes	No	Yes
Stormwater infrastructure inventories required by a permit	No	No	Yes
Stormwater related land use planning not required by permit	Yes	No	Yes
Stormwater related land use planning required by permit	No	No	Yes
Water quality monitoring not required by stormwater permits	Yes	No	Yes
Water quality monitoring required by stormwater permits	No	No	Yes

Nonpoint Source Activity Projects

Nonpoint source water pollution control activities include a wide variety of projects that do not involve constructing or preparing to construct a traditional water pollution control facility. These types of projects involve activities such as implementing best management practices (BMPs) and using outreach and education to help improve water quality by addressing nonpoint source pollution. Ecology may require specific review and approval for certain BMPs in the individual loan or grant agreements. Projects that implement direct water quality benefits are prioritized in the application evaluation process.

All proposed nonpoint source activity projects must implement an element of a state or local plan directed at addressing water quality issues (e.g., watershed management plan, nonpoint source pollution control plan, TMDL). The plan being implemented must meet the criteria of the nine Key Elements for nonpoint source projects as outlined in EPA's *Handbook for Developing Watershed Plans to Restore and Protect Our Waters*; see <https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/handbook-developing-watershed-plans-restore-and-protect>.

All Ecology funded nonpoint source activity projects must also meet the objectives of *Washington's Water Quality Management Plan to Control Nonpoint Sources of Pollution*; see <https://fortress.wa.gov/ecy/publications/SummaryPages/1510015.html>.

Following is an overview of project types that qualify as nonpoint source activity projects.

Best Management Practices (BMPs) Implementation Projects

Water quality best management practices (BMPs) are defined as structural or non-structural methods recommended through a planning process that have a demonstrated success for addressing or preventing water quality degradation. Implementation of BMPs refers to the use of established approaches or practices to address water quality problems. BMPs are physical, structural, and managerial practices that prevent or reduce nonpoint source pollution.

Ecology may fund BMPs that address or correct water quality degradation through facility- or activity-focused projects. However, BMP eligibility is not the same for loans and grants.

BMP Funding Eligibility

BMPs for water quality improvements on private property, public property, public easements, or public rights-of-way through private property are eligible for grant and loan funding. Nonpoint source BMPs eligible for grants are limited to livestock exclusion fencing, riparian buffer establishment and planting, stream restoration activities, direct seeding, and certain livestock feeding practices.

All BMPs must meet the conditions of these funding guidelines and be reviewed by Ecology prior to installation. Ecology will require recipients to submit a BMP Approval form that describes the implementation plan for all BMPs with any supporting documents such as maps, designs, and maintenance plans, etc. to the regional Project Manager. A BMP Approval Form template is available at

www.ecy.wa.gov/programs/wq/funding/Res/Training/NonpointBMPAppvalForm070215.doc.

Ecology's Project Manager or Project Engineer will review the proposed project and provide written notice to proceed with implementation. If the recipient installs un-approved BMPs, the recipient assumes the risk that Ecology may delay or deny part or all of the reimbursement for that activity.

Eligible BMPs

Eligible BMPs include, but are not limited to, those that:

- Are recommended through a multi-agency watershed management planning process and approved by Ecology as an effective technique to reduce nonpoint source pollution.
- Provide public benefits through improved water quality.
- Are based on water quality improvements and not on agricultural production needs.
- Target the most critical areas and structural and non-structural practices that, if properly managed, will provide the greatest protection or improvement in water quality.

Ecology limits its financial assistance to public bodies. However, the public body that receives a grant or a loan can provide financial assistance to a private landowner.

BMPs on Private Property Limitations

BMPs on private property are limited to those that involve:

- A landowner agreement or conservation easement that is granted and signed by the landowner. An example landowner agreement can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/NPres.html>.
- Site-specific project plans that have been reviewed and approved by Ecology in writing prior to implementation.
- Implementation of BMPs in the riparian zone consisting of revegetation or fence construction that meets the riparian restoration criteria in Appendix G.

- Implementation of no-till BMPs in areas where sedimentation and erosion affect water quality in streams and rivers.
- Implementation of livestock feeding BMPs where:
 - Activity from livestock is contributing to fecal coliform or sedimentation problems and/or other degradation to the riparian area, stream, and water quality.
 - The installation meets all of Ecology's prerequisites for eligibility.
- Implementation of new, innovative, or alternative technology BMPs not yet demonstrated in the Ecology region in which they are proposed. Demonstration projects are approved for grant eligibility by Ecology on a case-by-case basis.

Agricultural BMPs must comply with the Natural Resource Conservation Service (NRCS) Field Office Technical Guide (FOTG) construction specifications or equivalent construction standards. If NRCS specifications are not available, the structural design of the proposed BMP must be designed by a licensed engineer. For further information, see Section IV of the FOTG at <http://efotg.nrcs.usda.gov/treemenuFS.aspx?Fips=53077&MenuName=menuWA.zip>.

Stream restoration and bank stabilization projects must meet the standards established in Appendix G of this document and the Washington State Aquatic Guideline Program's *Stream Habitat Restoration Guidelines*. The current version of this guidance can be found at <http://wdfw.wa.gov/publications/01374/>.

Appendices D, E, and F discuss more specific BMP provisions.

Agricultural Best Management Practices

Direct Seed Systems

Direct seed systems are eligible for Water Quality Program financial assistance. Direct seed systems plant and fertilize row crops into undisturbed soil and eliminate full width tillage for seedbed preparation. Equipment used for direct seeding disturbs only a narrow strip of soil and retains a majority of residue from the previous crop. Direct seed systems significantly reduce erosion, improve soil quality, reduce fuel consumption, and are a viable alternative to traditional, full tillage systems. Direct seeding practices are eligible for three types of funding:

- Equipment rental cost reimbursement.
- Cost of custom application fee reimbursement.
- Direct seed equipment purchase.

Appendix D contains the eligibility conditions for direct seed systems.

Livestock Exclusion Fencing

Livestock exclusion fencing is eligible for Water Quality Program financial assistance when installed at a minimum setback from the ordinary high watermark (OHWM) consistent with the riparian restoration guidance found in Appendix G. Exclusion fencing protects riparian areas from impacts due to livestock activities in and around streams. Recipients are required to plant the buffer established by the fencing setback with native trees and shrubs to provide a higher

level of water quality improvement. This minimum setback and vegetation helps protect surface waters from pollutants such as pathogens, sediment, and nutrients, and provides physical protection so riparian areas may be restored. Grass filter strips are not sufficient to meet this requirement.

Livestock Off-stream Watering Facilities

If an applicant proposes to install livestock exclusion fencing as part of a riparian protection/restoration project and the fencing meets the minimum standards for that BMP, Ecology may award grant dollars to install an off-stream watering facility. A livestock owner uses off-stream watering to provide an alternative source of watering where fencing or other method(s) exclude livestock from streams in order to protect water quality. Off-stream watering facilities (including well construction) are conditionally eligible for Water Quality Program financial assistance for projects that include privately owned livestock operations.

Appendix E contains the eligibility conditions for off-stream watering facilities.

Livestock Feeding BMPs

Livestock feeding BMPs support the relocation of livestock activities that threaten water quality, or to enhance existing feeding areas distanced from surface waters. Recipients may install a combination of these BMPs when appropriate. Funding for livestock feeding BMPs only applies to projects that will improve existing water quality problems, and may not be used to rebuild feeding facilities where the primary purpose is to repair existing structures. Ecology's Project Management Team must approve all projects before installation. Livestock exclusion fencing is a required prerequisite for these practices and must meet the minimum setback requirement. Eligible livestock BMPs include heavy use area protection and associated fencing, waste storage facilities, and windbreaks.

Appendix F contains the eligibility conditions for livestock feeding BMPs.

Demonstration Nonpoint BMP Projects

Ecology will consider demonstration BMP activity projects for funding if they meet the following two conditions.

- The practice has a proven record to improve the water quality problem of concern.
- The practice has not previously been demonstrated in the Ecology region where the project is proposed.

Demonstration projects should be relatively small in scope, yet large enough to clearly evaluate BMP effectiveness. Demonstration projects also need to incorporate education and outreach, including direct involvement from the local county cooperative extension office or local conservation district. The applicant should plan outreach efforts that include news articles, focus sheets, or other written materials to maximize public exposure and increase the public awareness of the project. The applicant should describe approaches for planned outreach in the application.

Ecology expects recipients with demonstration projects to include a thorough analysis of the effectiveness and outcomes of the project in the final report and provide recommendations for the potential of the BMP to become a grant-eligible activity.

Groundwater, Aquifer, Wellhead Planning and Implementation

Planning for and implementation of wellhead protection projects, groundwater protection projects, source water (including groundwater and surface water) protection, and critical aquifer recharge area projects are eligible for loan or grant funding. Applicants undertake these projects to protect the quality of water used as a public drinking water supply. Decommissioning of abandoned wells is only eligible for loan funding.

Drinking water system data are available at

<http://www.doh.wa.gov/DataandStatisticalReports/EnvironmentalHealth/DrinkingWaterSystemData.aspx>.

Lake Restoration Planning and Implementation

Lake restoration planning and implementation projects on lakes with public access are eligible for loans or grants. Lake restoration implementation projects where there is no public access are not eligible for funding. The “Step Process” is required for all lake restoration projects (see Application Requirements in Chapter 4 for a description of the Step Process). Step 1 is planning: it involves the identification of problems and evaluation of cost-effective alternatives. Step 2 is the implementation of the planning document. If the project includes construction, a design component may be included before the implementation step.

In-lake treatments, such as alum, are only eligible for CWSRF loans.

Land Acquisition

The purchase of real property and conservation easements is eligible for Water Quality Program financial assistance for the following purposes:

- Wetland habitat preservation and protection.
- Riparian area and watershed preservation and protection.
- Drinking water source protection.

Recipients may use grants to buy the land itself through fee title acquisitions or to buy an interest in the land such as a conservation easement. Requirements for acquisition projects will align with RCO’s *Acquisition Manual 3*; see

http://www.rco.wa.gov/documents/manuals&forms/Manual_3_acq.pdf. The funding assistance limits and all other nonpoint conditions of these funding guidelines still apply.

Public Outreach and Education Projects

Projects with public outreach and education components are eligible for loan or grant funding. Public outreach and education use effective methods and programs, guided by a detailed outreach strategy, to engage the public’s interest in improving water quality. Applicants should

consider that the public has different levels of background knowledge of both water quality management and its role in reducing water pollution. Therefore, applicants should consider a multi-pronged approach to outreach. Public outreach efforts should include:

- Generating basic awareness of water pollution.
- Educating at a more sophisticated level using more comprehensive content.
- Building on existing recognition of the issue to prompt behavior changes that reduce pollution or opportunities for pollution.

The strategy should also specifically address combining public outreach with the implementation of other water quality management measures. This aspect of outreach could involve more in-depth education, short training courses, live presentations and slideshows, handbooks, posters with educational content and captioned illustrations, and web-based training modules, or websites with photos of good and bad practices.

Applicants should target their outreach and education efforts to landowners with properties adjacent to surface waters. Ecology acknowledges it is important to educate the general public about behaviors and impacts to water quality. However, for grant project purposes, the most benefit is gained by targeting landowners with properties adjacent to surface waters.

Appendix H provides guidance on how to develop outreach and education project proposals. Ecology provides this information as a resource or checklist and does not require the applicant to follow it. The goal of the checklist is to help design effective projects that change behaviors and achieves environmental results.

Riparian and Wetland Restoration Planning and Implementation

Planning and implementing riparian and wetland habitat restoration projects are eligible for loans or grants. Applicants can include installation of livestock exclusion fencing as part of a riparian protection/restoration project. Appendix G contains requirements for riparian restoration and planting projects.

Ecology's *Restoring Wetlands in Washington: A Guidebook for Wetland Restoration, Planning & Implementation* provides guidance in developing a project proposal; see <https://fortress.wa.gov/ecy/publications/SummaryPages/93017.html>.

Riparian Buffer Incentive

As an incentive to implement the riparian buffer requirements, Ecology will provide 100 percent grant funding for the buffer implementation project task in applications that rate and rank highest in the evaluation process. This 100 percent funding will include site-specific planning, design, and implementation of riparian buffer planting projects and associated livestock exclusion fencing only. All other BMPs will be reimbursed at the 75 percent grant share with a 25 percent match required on the project level.

Technical Assistance

Ecology may reimburse the costs associated with project-specific planning and technical assistance for planning, design, and implementation of grant and loan eligible water quality BMPs or riparian restoration. Site-specific planning for resource and land management is an eligible activity if the resulting plan includes eligible water quality BMPs consistent with the criteria required under these guidelines. Any plan for riparian buffer protections or streambank stabilization must include recommendations that meet or exceed the buffer width guidance found in Appendix G.

Total Maximum Daily Loads (TMDL) Support Projects

Projects that support the planning and implementation of TMDL programs are eligible for grants and loans. The BMPs recommended for TMDL implementation are subject to the same eligibility criteria as projects that are not part of a TMDL implementation plan.

Applicants should work directly with Ecology's TMDL coordinators in their region on planning for and managing these projects; see <http://www.ecy.wa.gov/programs/wq/tmdl/contacts.html>.

Water Quality Monitoring

Water quality monitoring before and during implementation and after project completion is critical for tracking environmental and project results. Ecology may provide loans or grants for water quality monitoring projects. Typically, a recipient undertakes monitoring to characterize the existing conditions of ground waters and surface waters, to identify or quantify pollutant sources or loads, or to establish the effectiveness of BMPs. Monitoring may be the entire project or a component of a larger project.

Water quality sampling for Deoxyribonucleic Acid (DNA)-typing is not an eligible activity.

Watershed Planning and Implementation

Watershed planning projects are eligible for loans or grants. If the project is located in the 12 counties that border Puget Sound, it must comply with planning criteria contained in Title 400 WAC, *Puget Sound Partnership*; see <http://app.leg.wa.gov/WAC/default.aspx?cite=400>. Ecology provides guidance for other jurisdictions.

All watershed plans must comply with the State Environmental Policy Act (SEPA) and must be submitted to Ecology for review and approval. Watershed-wide planning projects funded by Section 319 must also meet the nine Key Elements for Watershed Plans in EPA's *Handbook for Developing Watershed Plans to Restore and Protect Our Waters*; see <https://www.epa.gov/polluted-runoff-nonpoint-source-pollution/handbook-developing-watershed-plans-restore-and-protect>.

Table 8 provides a summary of the funding eligibility of some nonpoint source activity projects and components.

Table 8: Nonpoint Source Activity Projects and Components Eligibility

Description	Centennial Grant or Section 319 Grant	CWSRF Loan
Acquisition/installation of fencing along stream ^{1, 2, 6}	Yes	Yes
Acquisition/installation of native plant material ^{2, 6}	Yes	Yes
Acquisition/installation of plant material stabilizer ^{2, 6}	Yes	Yes
Activities required by NPDES municipal stormwater permits	No	Yes
Agricultural BMP implementation on private property at concentrated animal feeding operations (CAFOs) (only CAFOs in areas covered by federally designated National Estuaries are eligible for CWSRF loans)	No	Yes
Agricultural BMP implementation on private property for the following: riparian re-vegetation, exclusion fence construction; livestock feeding BMPs including heavy use area protection and associated fencing, waste storage facilities, and windbreaks; certain activities that contribute to converting conventional tillage practices to direct seed practices; new innovative/alternative technology if they have not yet been demonstrated in the Ecology Region in which they are proposed; new BMPs approved by Ecology that are environmentally sound, effective, and consistent with the funding program goals and objectives	Yes	Yes
Aquatic plant control when it has been established that water quality degradation is due to the presence of aquatic plants, and sources of pollution have been addressed sufficiently	Yes	Yes
Armoring of the toe ^{2, 6}	Yes	Yes
Beaver Dam Analogues ^{1, 6}	Yes	Yes
BMP's on public property	Yes	Yes
Bridges (livestock only) – up to 6 feet wide and no culverts ^{2, 5, 6}	Yes	Yes
Channel re-establishment or naturalization/meander reconstruction/ re-sloping ^{1, 2}	Yes	Yes
Comprehensive planning for basin, watershed, and area-wide water quality	Yes	Yes
Computer equipment, software, etc. specific to a funded project	Yes	Yes
Conservation easement administration and legal costs associated with establishing conservation easements	Yes	Yes
Conservation plans (site-specific) targeted to water quality BMP implementation ¹	Yes	Yes
Cost and effectiveness analysis to encourage implementation of eligible BMPs	No	Yes
Cultural resources review for BMP implementation	Yes	Yes
Culvert removal for improved water quality and riparian restoration ^{2, 6}	Yes	Yes
Diagnostic studies to assess current water quality	Yes	Yes
Direct seed custom application fee reimbursement ^{1, 2, 6}	Yes	Yes
Direct seed equipment purchase by public body for rental purposes ¹	Yes	Yes
Direct seed equipment purchase for private landowner use	No	Yes
Direct seed equipment rental by private landowner - reimbursement ^{1, 6}	Yes	Yes
Education and stewardship programs related to water quality	Yes	Yes
Educational and funding recognition signage	Yes	Yes
Equipment and/or tools pre-approved for a funded project	Yes	Yes
Site-specific BMP or watershed planning when it results in water quality BMP recommendations consistent with these guidelines	Yes	Yes
Grass filter strips ^{1, 2, 6}	Yes	Yes
Groundwater and source water protection	Yes	Yes
Hardened stream crossings for livestock ^{1, 2, 3, 5, 6}	Yes	Yes
Indirect rate (up to 25% of salaries and benefits)	Yes	Yes
In-lake treatments, such as alum	No	Yes
Installation of log structures ^{1, 2, 6}	Yes	Yes
Installation of root wads ^{2, 6}	Yes	Yes
Installation of siphons	No	Yes
Installation of tide or flood gates	No	Yes
Irrigation canal efficiency measures (such as lining or piping existing canals)	No	Yes
Irrigation efficiency implementation (such as drip, mist, or low delivery systems)	No	Yes
Lake restoration implementation that has gone through the Step process	Yes	Yes
Lake water quality planning	Yes	Yes
Lakeshore riparian installation ^{1, 2, 6}	Yes	Yes

Description	Centennial Grant or Section 319 Grant	CWSRF Loan
Land acquisition for: wetland habitat preservation and protection; riparian area and watershed preservation; drinking water source protection	Yes	Yes
Legal expenses associated with development of local ordinances for water quality protection	Yes	Yes
Light refreshments for meetings if pre-approved	Yes	Yes
Livestock exclusion fencing on private property ^{1, 2, 5, 6}	Yes	Yes
Livestock exclusion fencing on public property ^{1, 5, 6}	Yes	Yes
Livestock feeding BMPs including heavy use area protection, waste storage facilities, and windbreaks ^{1, 2, 5, 6}	Yes	Yes
Manure waste storage lagoon	No	Yes
Mitigation to comply with requirements in SEPA/NEPA or other environmental review directly related to a project	Yes	Yes
Model ordinances to prevent or reduce pollution from nonpoint sources (development and dissemination)	Yes	Yes
Monitoring equipment used for water quality assessment	Yes	Yes
Nutrient Management Plan	No	Yes
Off-stream watering provisions ^{1, 2, 3, 5, 6}	Yes	Yes
Permits required for project implementation	Yes	Yes
Planting trees for future harvesting	No	Yes
Pledge programs	Yes	Yes
Project Management Consultant	Yes	Yes
Residue management via no till, direct seeding ^{1, 2, 6}	Yes	Yes
Riparian and wetlands habitat restoration and enhancement	Yes	Yes
Riparian forest buffers (not for future harvest) ^{1, 2, 6}	Yes	Yes
School programs (water quality related) ^{1, 4}	Yes	Yes
Sediment control basins ^{2, 6}	No	Yes
Site monitoring and follow-up maintenance ¹	Yes	Yes
Site preparation work (e.g., weed removal) ²	Yes	Yes
Spring development ^{1, 2, 3, 5, 6}	Yes	Yes
Stream bank revegetation and stabilization ^{1, 2, 6}	Yes	Yes
Stream restoration projects for water quality purposes	Yes	Yes
Technical assistance for irrigation water management such as planning and soil testing	Yes	Yes
Technical assistance for the planning, design, and implementation of eligible water quality BMPs and stream restoration activities	Yes	Yes
TMDL plan development and implementation	Yes	Yes
Use of sediment settlers (e.g., Polyacrylamide) ^{1, 2}	No	Yes
Water quality monitoring	Yes	Yes
Watering riparian plantings ^{2, 3}	Yes	Yes
Weed control associated with riparian revegetation ²	Yes	Yes
Well decommissioning	No	Yes
Wellhead protection	Yes	Yes
Wetland creation ^{1, 2, 6}	No	Yes
Wetlands restoration ^{1, 2, 6}	Yes	Yes

¹ Specific criteria or guidelines apply.

² Work on private property requires landowner agreement.

³ May have Ecology's Water Resources or Shorelands and Environmental Assistance Program issues. Applicants, recipients, and Ecology staff may need to inquire as to specific project limitations or permits.

⁴ School districts are not eligible for funding.

⁵ Requires exclusion fencing with a minimum setback from the ordinary high water mark consistent with the riparian restoration guidance found in Appendix G.

⁶ Requires prior review and approval from Ecology's Project Manager before implementation.

Program-wide Ineligible Projects and Components

In general, projects or project components that do not have a direct water quality benefit are not eligible for funding. Projects or project components prohibited by statute, federal appropriation, or administrative rules are also ineligible. Table 9 contains a list of some projects and project components that are ineligible for all funding sources.

Table 9: Ineligible Projects or Project Components

Description
Acquisition/installation of side/cross fencing
Annual permit fees
Application preparation (grant or loan)
Aquatic plant control for aesthetic reasons, navigational improvements, or other purposes unrelated to water quality
BMPs implementation on most federal and state owned property
BMPs implementation that affect upland areas
BMPs implementation that are solely agricultural production oriented or for private gain
Bond costs for debt issuance
Bonus or acceleration payments to contractors to meet contractual completion dates for construction
Buildings unless they are required to protect water quality or they are needed to implement permit requirements such as a laboratory at a wastewater treatment facility
Cost-plus-a-percentage-of-cost contracts (also known as multiplier contracts), time and materials contracts, and percent-of-construction contracts; this does not apply to General Contractor/Construction Manager (GC/CM) contracts procured in accordance with Chapter 39.10 RCW
Culvert installation, repair, or replacement unless required to protect water quality for wastewater projects
Facilities designed solely to provide primary treatment
Facilities located on private property
Facilities or portions of facilities that are solely intended to control transport, treat, dispose or otherwise manage commercial, institutional, or industrial wastewater
Farm planning - general
Fees for failure to pay invoices on time, check overdrafts, etc.
Fines and penalties due to violations of or failures to comply with federal, state, or local laws
Installation of rip rap, boulders, and retaining walls/bulkheads intended for shoreline or streambank armoring
Lake restoration implementation where there is no public access
Land acquisition or property easements for sewer rights-of-way and costs associated with those activities, including any fees and administrative costs
Landscaping for aesthetic reasons
Lobbying or expenses associated with lobbying
Monitoring equipment used by an industry for sampling and analyses of industrial discharges to municipal water pollution control facilities
Operating expenses of local government, such as the salaries and expenses of a mayor, city council member, city attorney, etc.
Operation and maintenance expenses
Overtime differential paid to employees of local government to complete administrative or force account work
Previously funded objectives
Projects solely for flood control
Reclamation of abandoned mines
Removal of existing structures or demolition of structures that are not interfering with proposed construction
Scientific research unrelated to a specific activity or facility
Side-sewer laterals, pump stations, and other appurtenances on private property where the facilities are not owned and maintained by a public body or a public body does not have a property easement for at least the length of the loan/grant, the project does not address documented nonpoint pollution issues, and the project does not address documented infiltration and inflow issues
Solid and hazardous waste cleanup
State and federal agency facilities and other duties and responsibilities
Terralift technology for repairing OSS

Description
Vehicle purchase, except where Ecology has determined that a specialized vehicle is essential to directly satisfy the project scope of work and to achieve the project water quality goals and outcomes
Water supply and conveyance

Chapter 4: Applying for Funding

Ecology manages the four major funding programs for water quality projects as one program. We have one combined funding cycle, one application process, and one Final Offer List and Intended Use Plan.

The Funding Cycle

The SFY19 application cycle begins on August 14, 2017. Before the application period opens, Ecology posts information explaining the application process and sends out a notice about the application period and corresponding applicant workshops.

During the annual funding cycle, Ecology:

- Accepts applications for approximately two months.
- Holds applicant training workshops around the state.
- Rates and ranks the eligible applications based on the evaluation criteria.
- Solicits advice on project scope of work from other state agencies and other Ecology programs, if applicable.
- Conducts evaluators' meetings to discuss the project proposals water quality priorities, finalize evaluations, and develop a Draft Water Quality Funding Offer List and Intended Use Plan (Draft List).
- Sends the Draft List to the Governor's Office of Financial Management and the State Legislature for consideration during the funding appropriation process and makes adjustments based on legislative provisions.
- Holds a 30-day public review and comment period.
- Conducts a public meeting during the 30-day public review process to present the Draft List.
- Publishes the Final Water Quality Funding Offer List and Intended Use Plan (Final List) that includes a responsiveness summary to comments received on the Draft List.
- Develops agreements.
- Manages agreements.
- Closes-out agreements.

Figure 1 illustrates the estimated timeline for the SFY19 funding cycle steps.

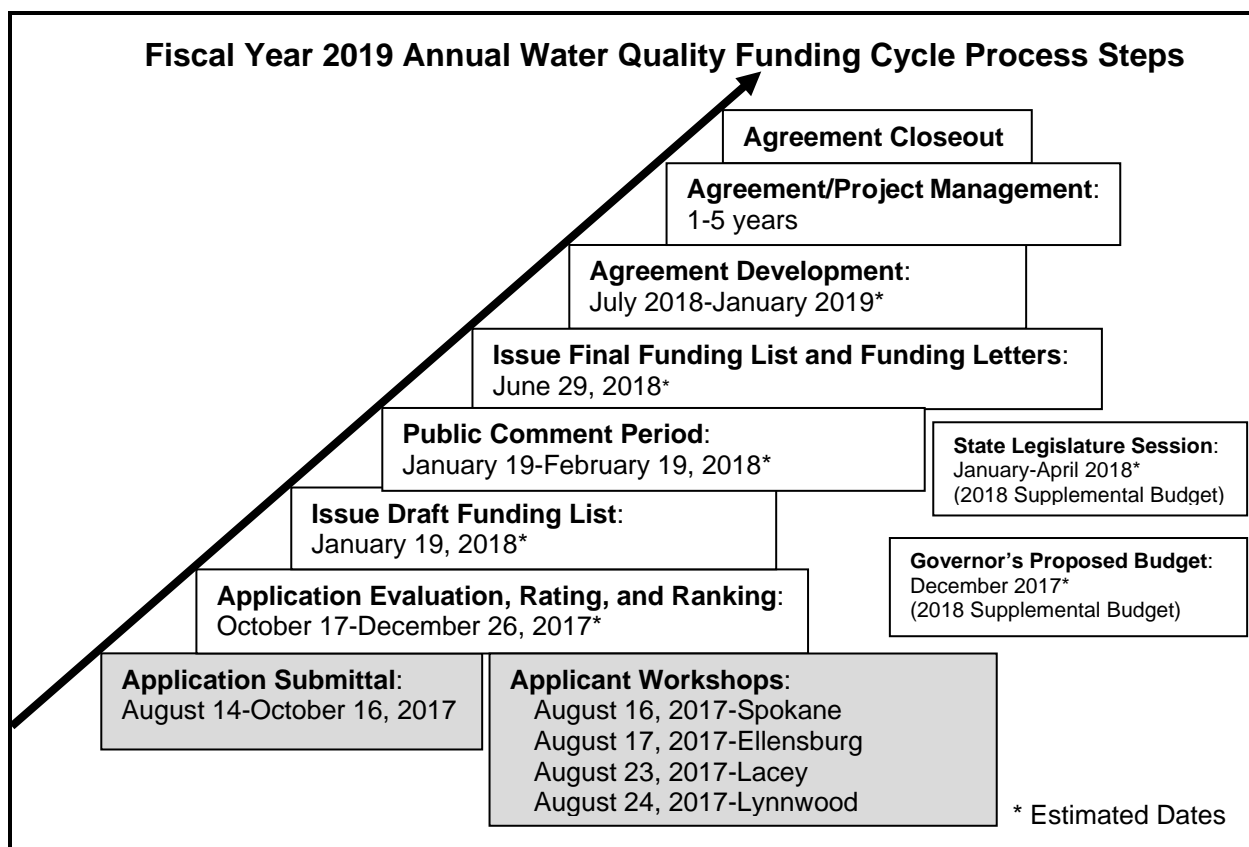


Figure 1: The SFY19 Funding Cycle

How to Apply

The Application

Applicants submit applications for funding through the Ecology Administration of Grants and Loans (EAGL) system. The funding application is available by going to <http://www.ecy.wa.gov/funding/EAGL.html> and following the instructions. Once in the EAGL system, applicants can access the funding application and an EAGL User's Manual that provides instructions on accessing and using the system.

Applicants can submit applications beginning August 14, 2017. All applications must be submitted by 5:00 pm on October 16, 2017.

Evaluation Process

Ecology evaluates project proposals based on responses provided in the application. A total of 1,000 points are available. In order to obtain funding a project must receive a score of at least 600 total points, and it must receive at least 250 of the 500 possible points on Water Quality and Public Health Improvements. Table 10 shows the scoring breakdown along with the rating criteria and guidance.

Table 10: Application Rating Criteria and Guidance

Application Rating Criteria and Guidance
<p>Funding Request</p> <p>Scoring Worth up to 15 total points as follows:</p> <ul style="list-style-type: none"> • 0-15 points: Applicant has identified adequate matching funds. (Full points if no match is required.) <p>Guidance</p> <ul style="list-style-type: none"> • To receive full points the match plus funding request must equal the total eligible cost. • Applicants that will accept loan dollars will receive full points. • Match may exceed the minimum amount required.
<p>Scope of Work - Additional Tasks</p> <p>Scoring Worth up to 75 total points as follows:</p> <ul style="list-style-type: none"> • 0-75 points: The scope of work represents a complete and concise description of the project tasks and outcomes, including deliverables. To receive full points, scope of work must align with the schedule and detailed budget. <p>Guidance</p> <ul style="list-style-type: none"> • Scope must demonstrate an understanding of all elements necessary to implement and complete the project. • Maps, plans, and detailed drawings of proposed BMPs and their locations, and other documents that show the feasibility of the project should be uploaded on the “Uploads” form. • Deliverables should provide evidence that the task has been successfully completed. Examples include: reports, maps, pictures, educational materials, meeting agendas and notes, construction documents, copies of agreements, lists and quantities of BMPs, etc.
<p>Task Costs and Budget</p> <p>Scoring Worth up to 135 total points as follows:</p> <ul style="list-style-type: none"> • 0-50 points: The application demonstrates how the applicant arrived at the cost estimate for each task. The process used by the applicant to develop this estimate is based on real-world data. • 0-85 points: The cost to complete the scope of work is reasonable when compared to similar projects in the region. <p>Guidance</p> <ul style="list-style-type: none"> • Applicants should “show their work” and describe the general method used for cost estimation. Supporting documentation may be included as a separate upload. • Applicants should reference any similar projects that they have completed or have been completed in their region and explain why the cost of the proposed project is greater or less than the referenced project.
<p>Project Team</p> <p>Scoring Worth up to 65 total points as follows:</p> <ul style="list-style-type: none"> • 0-50 points: Team members' roles and responsibilities are well defined and adequate for the scope of work. Team members' past experience is relevant to the proposed project. Applicant has a plan in place to maintain sufficient staffing levels to complete the project. • 0-15 points: The applicant documents successful performance on other funded water quality projects, including Ecology funded projects. Previously constructed projects provided the water quality benefits described in the project application on time and within budget. <p>Guidance</p> <ul style="list-style-type: none"> • Application should demonstrate the applicant's understanding of the skill-set required to successfully complete the project and show that the proposed team has successfully demonstrated those skills.

Application Rating Criteria and Guidance
<p>Specific information such as “managed construction of 10 stormwater projects in Washington”, will score higher than “10 years’ experience as a P.E.”.</p> <ul style="list-style-type: none"> • If the project team includes staff that will be hired to complete the project, the application should list the skill set they will be seeking to hire.
Project Schedule
<p>Scoring Worth up to 100 total points as follows:</p> <ul style="list-style-type: none"> • 0-25 points: The project schedule includes all tasks including pre-project administrative elements such as permitting, MOUs, landowner agreements, etc., and provides sufficient time to complete all elements. • 0-75 points: The applicant is ready to start on the proposed scope of work and can begin drawing down funds. <p>Guidance</p> <ul style="list-style-type: none"> • The schedule should have enough detail to show the reviewer that all tasks have been included. Applicants should consider providing a Gantt chart for complex projects with tasks that will run concurrently. • The schedule should correlate with the scope of work. • To receive full points, tasks that must be completed prior to beginning work on the proposed scope but are not part of scope of work, (e.g., design of a road repair project that will be simultaneous with a road stormwater project) must be completed, and the applicant must be ready to draw down funds within 10 months of the publication of the Final Offer List.
Project Planning and Development
<p>Scoring Worth up to 60 total points as follows:</p> <ul style="list-style-type: none"> • 0-40 points: Applicant used a complete and well-defined set of criteria to determine the value and feasibility of the proposed project and included the useful life and long-term maintenance costs in their evaluation of the project and project alternatives. • 0-20 points: Applicant has provided documentation showing that key stakeholders have been identified and will support the project. <p>Guidance</p> <ul style="list-style-type: none"> • Project criteria should include all factors that were considered by the applicant when selecting a project to implement. Criteria should reflect both the feasibility of the project and the water quality value. • Applicant must discuss how the proposed project and the rejected alternatives met or failed to meet these criteria. • Documentation showing stakeholder support may include minutes from public or city council meetings, or letters of support from tribes, other local governments, non-governmental organization, homeowners associations, landowners, etc. Larger communities must include other relevant departments such as maintenance, parks and recreation, health, permitting, etc. in the stakeholder process to receive full points.
Water Quality and Public Health Improvements
<p>Scoring Worth up to 500 total points as follows:</p> <ul style="list-style-type: none"> • 0-135 points: Project proposes to reduce or prevent pollution in a waterbody that has been identified as a priority by a local, state or federal agency through the development of a federal, state or local water quality plan. • 0-150 points: The proposed project area is directly connected to the water body identified for improvement and applicant has provided sufficient technical justification to show the proposed project will reduce the pollutants of concern in the water body identified for improvement.

Application Rating Criteria and Guidance
<ul style="list-style-type: none"> • 0-50 points: Applicant has identified how each task will be evaluated in order to determine success, noted if the measure is quantitative or qualitative, and defined a goal. • 0-100 points: The project represents a good value for the water quality benefits that will be achieved. • 0-50 points: Applicant has a plan and commitments in place to fund long-term maintenance and sustain the water quality benefits of this project. • 0-15 points: How well does the applicant and the project address greenhouse gas emission reductions in accordance with RCW 70.235.070? <p>Guidance</p> <ul style="list-style-type: none"> • Responses to the questions on this form must clearly be tied to the tasks, goals, and outcomes delineated in the Scope of Work. • If the project is required by the state or a federal agency, applicants should provide references or documentation, including permit conditions, Ecology orders, Court orders, or other correspondence. • Applicants must reference and describe all local or regional water quality planning or regulatory documents that apply to the water body targeted for improvement including local watershed plans, TMDLS, and permits. • Applicants should provide maps and aerial photos to illustrate how the project area is connected to the water body. Nonpoint projects should include basic topographic information to show direction of overland flow. Projects primarily designed to protect or recharge groundwater should describe the soils in the project area and any known aquifers, wells, or areas of high groundwater. • The work proposed must be appropriate to address the pollutants generated in the project area and should support the goals outlined in the water quality planning documents. • Goals should have clear numeric commitments (e.g., volumes or area treated, quantity installed, people contacted, feet restored, etc.). Goals that do not have a strong connection to improvement in water quality will not receive full points. • Plans to sustain water quality benefits must include an estimate of project life cycle maintenance costs and identify how those costs will be met. • Evaluators award full points for the greenhouse gas emission reductions question if both the applicant and the project address the issue. Partial points will be awarded if either the applicant or the project addresses the issue. No points will be awarded if neither the applicant nor the project addresses the issue.
Financial Hardship
<p>Scoring Worth 0 or 50 points as follows:</p> <ul style="list-style-type: none"> • 0 points: If the applicant does not meet the criteria for financial hardship. • 50 points: If the applicant meets the criteria for financial hardship. <p>Guidance</p> <ul style="list-style-type: none"> • Evaluators award 50 points to wastewater facility construction projects in communities with less than 25,000 residents where the project costs may result in sewer fees greater than 2% of the median household income of the community.

Two Ecology staff review each project proposal; each reviewer gives the proposal a numeric score. One reviewer is from the Ecology region where the project is located, and the second reviewer is from one of the other regions or headquarters. Ecology staff compares the two scores to ensure evaluation consistency for the application. If needed, a third Ecology reviewer performs an evaluation to ensure accurate, consistent scoring. Ecology develops a ranked list of projects based on the project scores.

Ecology may request input from other state agencies and other Ecology programs about certain types of projects. This outside review may not generate a numerical score, but it can influence

the score. Outside reviewers could include staff from the State Conservation Commission, Puget Sound Partnership, or Health as well as other Ecology programs.

The information provided in the application is the basis for the scope of work used in a funding agreement. If the applicant makes significant changes to the scope of work after the application deadline, Ecology may withdraw a funding offer.

The Successful Project Proposal

Demand for Water Quality Financial Assistance Program funding has routinely exceeded available funding. With such a competitive funding environment, applicants must develop a strong project application to display the project in the best light. While there is no guarantee that a project proposal will be funded, applicants can do several things to improve their chances of success.

A successful project proposal will:

Show how the project solves or addresses a water quality problem.

- Identify a documented water quality issue.
- Demonstrate a clear connection between the proposed project and how it will help resolve the identified water quality issue.
- Explain how the applicant will document the water quality benefit.

Explain why the applicant chose the project.

- Describe the process the applicant used to select the project over other solutions.
- Provide documentation of plan(s) that supports the project.
- Explain why the project is the applicant's highest priority.

Demonstrate that the project is well thought out.

- Include a well-defined scope of work that has goals, objectives, timelines, and measurable outcomes. A sample scope of work for stormwater facility projects can be found in Appendix N.
- Show how the project enjoys broad support by the community and agency partners.

Show that funds will be well spent.

- Provide an accurate and reasonable budget.
- Show that the funding request is reasonable compared to the proposed water quality benefit.

Illustrate that the project is ready to go.

- Confirm that the applicant has completed all required environmental review or has a plan and schedule to do so.
- Document that the applicant has obtained or applied for all permits.
- Verify that the applicant has completed all necessary easements, property owner agreements, or land acquisition.

Be easy to read and understand.

- Address 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).
- Provide documentation to support answers.
- Include citations.

Application Requirements

Ecology evaluates all applicants on how they are implementing the State's requirements for Greenhouse Gas Emissions reductions. Applicants in the Puget Sound basin must be consistent with the Puget Sound Partnership's Action Agenda. Applicants with wastewater facilities projects need to complete certain prerequisites in order to be eligible for funding assistance.

The Step Process

Applicants that propose wastewater facilities projects must proceed according to a systematic method known as the Step Process. Funding for one step does not guarantee funding for subsequent steps. The Step Process consists of three steps.

- Step 1 (planning) involves preparing a site-specific plan that identifies the cost-effective alternatives for addressing a water pollution control problem.
- Step 2 (design) involves preparing plans and specifications for use in construction.
- Step 3 (construction) is the actual building of the facilities based on the approved design.

There are no prerequisites to apply for a Step 1 (planning) project.

Applicants must submit the following prerequisites for a Step 2 (design) project by December 19, 2017:

- Ecology's letter approving the site-specific planning for the project.
- Documentation that the project is the cost effective approach to achieving the water quality benefit.

Applicants must submit the following prerequisites for a Step 3 (construction) project by December 19, 2017:

- Ecology's letter approving the site-specific planning for the project.
- Documentation that the project is the cost effective approach to achieving the water quality benefit.
- Ecology approval of the plans and specifications for the project.

Irrigation efficiency projects, and other types of projects that are not required to prepare a general sewer plan or engineering report may substitute a pre-design report for Step 1 of the process.

Design and construction (Steps 2 and 3) can be combined into one application in certain cases; these projects are called Step 4 projects. To qualify for Step 4, the project must be \$7 million or less, and the applicant must be able to demonstrate that they can complete the design and have it approved by Ecology within one year of the funding agreement.

Applicants must submit the following prerequisites for a Step 4 (design/construction) project by December 19, 2017:

- Ecology's letter approving the site-specific planning for the project.
- Documentation that the project is the cost effective approach to achieving the water quality benefit.

In some circumstances, approved plans and specifications are not required to apply for certain types of wastewater collection construction projects. As described in <http://apps.leg.wa.gov/WAC/default.aspx?cite=173-240-030>, if an applicant has received Ecology approval of a general sewer plan and standard design criteria, Ecology does not require plans and specifications for sewer line extensions, including pump stations, to be submitted for approval.

Stormwater facility projects must complete, and Ecology must accept, a Stormwater Facility Design Report prior to receiving construction funds. Ecology encourages applicants to apply for planning and design funding prior to construction funding, but will accept design/construct projects. Construction funding for design/construct projects may be conditional on the applicant completing the design process in a timely fashion. Additional information regarding the requirement in a Stormwater Facility Design Report are available at <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWDesignDeliv090116.pdf>.

Ecology encourages applicants to follow the Step Process for activities projects; however, with one exception, it is not required and it may not be applicable in some cases. The Step Process is required for nonpoint source activity lake restoration projects.

Growth Management Act (GMA) Compliance

Any county, city, or town required or choosing to plan under <http://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.040> of the Growth Management Act (GMA) that is proposing a facility project must be in compliance with the applicable GMA requirements at the time a loan or grant agreement is signed unless exceptional situations exist. Ecology may make exceptions in situations involving a public health need or a significant environmental degradation.

GMA compliance impacts the program in several ways:

- 1) GMA compliance status may have an impact on the priority evaluation of proposed facilities projects, because facilities projects in areas out of compliance with the GMA may not be ready to proceed.

- 2) Ecology coordinates with the Washington State Department of Commerce to help ensure the applicants are in compliance when the financial assistance agreement is signed. If an applicant achieves GMA compliance during the fiscal year, Ecology may sign the agreement.
- 3) Under certain circumstances Ecology may make temporary exceptions to the GMA compliance requirement if the proposed project is required to address a “serious public health need” or a “significant environmental degradation.” Ecology looks at such designations very carefully and makes determinations on a case-by-case basis. However, Ecology exceptions do not relieve applicants of their responsibilities to comply with the GMA requirements.

GMA compliance does not affect activity project applications, such as watershed planning, water quality monitoring, public information and education, etc. GMA compliance also does not affect facilities projects proposed by counties, cities, or towns not fully planning under the GMA.

Environmental Review

A SERP environmental review applies to projects involving the construction of “treatment works” funded under the CWSRF. Treatment works include wastewater and stormwater collection, storage, and treatment facilities, including reclaimed water, combined sewer, and LOSS projects.

SERP for CWSRF Projects

The recipient must complete SERP before Ecology may sign a funding agreement for construction projects or before construction begins for combined design/construction projects.

The State Environmental Policy Act (SEPA) provides a mechanism to achieve environmental review and disclosure. Washington State’s SERP complements the SEPA process. SERP procedures supplement SEPA in order to meet federal requirements and incorporate review and determination by Ecology.

A basic overview of SEPA is available at www.ecy.wa.gov/programs/sea/sepa/e-review.html. SEPA applies to decisions made by every state and local agency, including state agencies, counties, cities, ports, and special districts. The SEPA lead agency is responsible for identifying and evaluating the potential environmental consequences of a proposal. This evaluation is documented and sent to other agencies and the public for review and comment. Every facility construction project is subject to SEPA review regardless of how the project is financed.

SEPA alone does not meet all the federal requirements that projects using CWSRF financing must meet. The following elements must be added:

- 1) Documentation of the SEPA review process.
- 2) Cost effectiveness analysis that includes consideration of alternatives.
- 3) Additional public participation opportunity.
- 4) Review and final SERP determination by Ecology.

If a federal agency has completed a National Environmental Policy Act (NEPA) review of the project, that review can be used to satisfy SERP requirements.

Puget Sound Action Agenda

The Puget Sound Partnership is a Washington State agency, created by the State Legislature and charged to create an Action Agenda that leads to a healthy Puget Sound. The Puget Sound Partnership Action Agenda:

- Prioritizes cleanup and improvement projects.
- Coordinates federal, state, local, tribal, and private resources.
- Makes sure that they are all working cooperatively.

Water quality projects located in the Puget Sound basin must not be in conflict with the Puget Sound Partnership Action Agenda. The Puget Sound basin is defined as WRIAs 1 through 19 (see Appendix C for a map of WRIAs in Washington State).

Projects in the Puget Sound basin that address specific actions outlined in the Puget Sound Partnership Action Agenda will receive preference over projects in the Puget Sound basin that do not; see <http://psp.wa.gov/action-agenda-document.php>.

Greenhouse Gas Emission Reductions

In 2009, the State Legislature passed ESSB 5560 adding new policies related to greenhouse gas (GHG) emissions to state funding for infrastructure. These policies are codified in RCW 70.235.070 (*Distribution of funds for infrastructure and capital development projects – Prerequisites*); see <http://app.leg.wa.gov/rcw/default.aspx?cite=70.235.070>.

Requirements of RCW 70.235.070 must be included in the CWSRF and Centennial programs as a factor for consideration as part of the competitive selection process. The integration of GHG consideration should be a factor that influences project selection, but should not overwhelm the underlying goals of the funding programs. Ecology's funding application includes questions related to applicant and project consistency with GHG emissions reduction goals, including asking the applicant to describe how it is meeting requirements of RCW 70.235.070.

Measures *the applicant* can take to reduce GHG emissions include:

- Enacting goals and policies committing to GHG emissions reduction targets.
- Adopting energy efficiency policies to reduce consumption in buildings and infrastructure.
- Adopting policies that promote and support the generation and use of alternative energy.
- Adopting waste reduction and diversion policies such as methane recovery or waste-to-energy programs.
- Adopting policies to replace or repower existing vehicles with cleaner, more efficient vehicles.
- Adopting equipment procurement policies that result in reduced consumption of fossil fuels.
- Implementing commute trip reduction plans and policies that establish reduction goals and strategies to reduce annual per capita vehicle miles travelled by the entity's community or workforce.
- Adopting policies that preserve forest, agricultural, and open space lands.

- Adopting comprehensive land use plans or planning policies that promote and support development patterns that encourage compact and transit-friendly communities and protect natural resources lands from conversion.

Examples of how *the project* can be designed or built to reduce GHG emissions include:

- The project site reduces GHG emissions by being located in:
 - Existing developed areas (e.g., high-density areas, urban growth areas, or designated urban centers) where services exist or are planned.
 - Areas where transportation options can be efficiently provided.
 - Areas where conversion of natural resources and rural land is prevented.
 - Areas that promote transportation choices such as transit, bicycle, and pedestrian accessibility.
 - Brownfield redevelopment areas.
 - Other areas that encourage the use of non-single occupancy vehicles and minimize the amount of land to be devoted to the project.
- Methods used to develop, construct, and operate the project reduce the use of fossil fuels (GHG emissions) by:
 - Using high performance sustainable building design, such as the use of green building standards.
 - Using green materials and high-energy efficiency measures.
 - Promoting the use of recycled content materials for building construction.
 - Supporting environmental/ecological footprint improvements (e.g., energy efficiency, water conservation, habitat preservation, green alternatives, waste-to-energy, and lowering surface disturbance).
 - Implementing new technologies, practices, and equipment to lower energy use for operation.
 - Using renewable energy (wind, geothermal, solar, etc.), distributed energy (solar photovoltaic panels), or purchased green power.

Rate Studies and Fee Ordinances

Ecology requires all recipients of CWSRF loans for facility construction to have a rate study and an adopted fee ordinance. The rate study must include the cost of the proposed facility. The fee ordinance must be based on the rate study and be adequate to fund all annual financial obligations for the entity, including operation and maintenance costs, repair and replacement costs, and annual debt service including any required reserve accounts.

Public Review and Request for Reconsideration

Applicants and the public receive notice from Ecology about the 30-day public comment period on projects proposed for funding when Ecology issues the Draft List. During the 30-day public comment period, applicants may provide comment on the process or request reconsideration of a project proposal.

Official comments on the Draft List and process or requests for reconsideration must be submitted to Ecology in writing within the 30-day comment period. Any request for reconsideration must be well-defined and supported.

Ecology will provide a response to written comments when it issues the Final List. Ecology publishes the Final List following the final approval of the State's budget that provides appropriation authority for funding.

Chapter 5: Agreement Development, Management, and Conditions

Agreement Development

Project Management Team

Ecology makes formal funding offers at the time of the Final List publication. Ecology assigns a Project Management Team to each project receiving a funding offer. The Project Management Team consists of one or more of the following: a Financial Manager from the headquarters office; a Project Manager from the regional office where the project is located; and a Technical Advisor. Ecology's Project Management Team contacts the applicant within four weeks of the loan or grant offer to schedule a time to discuss the funding offer and begin the process of developing a funding agreement. The Project Management Team works to develop and negotiate funding agreements and monitor recipient performance after an agreement is signed.

The Project Management Team uses 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 Financial Manager reviews and approves payment requests and assists the Project Manager in the negotiation of agreements. The Financial Manager also administers the project, determines eligibility, and maintains project files.

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 any member of the Project Management Team for information.

Ecology assigns a regional Project Engineer as a Technical Advisor for most facilities projects to provide engineering technical assistance and conduct engineering review and approvals. The Project Engineer may also serve as the Project Manager.

After developing the agreement, the Project Management Team requests a funding program review. When the agreement is finalized, the applicant signs the agreement. The applicant will send the funding agreement to the Financial Manager for the final signature by the Water Quality Program Manager or the authorized designee.

Once Ecology signs the agreement, the Financial Manager returns a fully executed original to the recipient. The *applicant* becomes the *recipient* once the agreement is signed.

Agreement Conditions

Contract Clauses and Specification Inserts

Agreements for projects funded through Centennial, CWSRF, and SFAP may contain several contract clauses and specification inserts.

The contract clauses and specification inserts for Centennial- and CWSRF-funded projects can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html>.

The specification clauses for SFAP-funded projects can be found at <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramSpecClauses052912.pdf>.

The bid inserts for SFAP-funded projects can be found at <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramBidInsert032515.pdf>.

Historic and Cultural Resources Requirements

Many proposed projects have the potential to significantly impact traditional cultural properties, places, or historically significant locations or artifacts. Ecology staff coordinates with the Washington State Department of Archaeology and Historic Preservation (DAHP) to meet all state or federal requirements regarding cultural and historic preservation.

Staff from Ecology's Water Quality Program work with grant and loan recipients to follow the appropriate steps to work with DAHP and the tribe(s) to determine if a site has the potential of disturbing or significantly impacting cultural or historic resources. All activities associated with site assessments for historic properties are grant and loan eligible.

Appendix I provides more information regarding cultural resources review requirements and the process.

Initial Data Reporting and Federal Funding Accountability and Transparency Act (FFATA)

Recipients of funding from the CWSRF must complete the "CWSRF Federal Reporting Information" form in EAGL. The form will be available for completing in EAGL during the agreement negotiation process.

Recipients of funding from Section 319 or Centennial projects used for the state match for Section 319 must complete the "Section 319 Initial Data Reporting" form in EAGL. The form will be available for completing in EAGL during the agreement negotiation process.

Recipients of CWSRF and Section 319 funding must also complete and submit the Federal Funding Accountability and Transparency Act (FFATA) form to Ecology; the FFATA form can be accessed at

<http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html> or <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/NPres.html>.

Investment Grade Efficiency Audit (IGEA)

Recipients of funding from the CWSRF and Centennial with Step 2, Step 3 and Step 4 facilities projects may be required to conduct an investment grade efficiency audit (IGEA).

The IGEA may be paid for with Centennial grant or CWSRF loan funds.

Minority and Woman Owned Business Enterprises (MBE/WBE) and Disadvantaged Business Enterprises (DBE)

To document voluntary and mandatory state and federal reporting requirements around Minority and Women Owned Business Enterprises (MBE/WBE) and Disadvantaged Business Enterprises (DBE), Ecology requires all recipients to report on contracting by completing Form D when submitting all payment requests. Form D is available at <https://fortress.wa.gov/ecy/publications/summarypages/ecy06011.html>.

Project Management Consultant

In some cases it may be beneficial or necessary for recipients to hire a “Project Management Consultant” (PMC). The PMC should be well-versed in preparing and managing contracts. The PMC would represent the recipient and be completely independent of the recipient’s consulting engineer and all other contractors. Smaller communities would be most likely to benefit from having a PMC. Ecology maintains the option to require a PMC in accordance with its “*Grant and Loan Project Monitoring and Oversight*” policy. Applicants who are considering hiring a PMC should consider the costs when submitting their project budget. PMC costs are eligible for funding.

Special Conditions for CWSRF Loans

The following items are required conditions of specified recipients of CWSRF loans.

American Iron and Steel (AIS)

Recipients of CWSRF loans for Step 3 or Step 4 wastewater facility projects and stormwater facility projects with a construction component must meet the American Iron and Steel (AIS) requirements. Such projects may use only specific iron and steel products that are produced in the United States.

The requirements apply to:

- Projects involving the construction, alteration, maintenance, or repair of wastewater or stormwater facilities funded in part or in full by the CWSRF for which the agreement is signed on or after January 17, 2014.
 - In cases where construction on the project began before January 17, 2014, the requirement applies to all construction that occurs on or after January 17, 2014.

The requirements do not apply if:

- The funding agreement was signed before January 17, 2014.
- Ecology approved the engineering plans and specifications before January 17, 2014.
- The project is strictly for planning or design.
- The project is an activity project.

For additional guidance visit EPA's AIS website at www.epa.gov/cwsrf/state-revolving-fund-american-iron-and-steel-ais-requirement.

Architectural and Engineering (A/E) Services Procurement

Recipients of CWSRF loans for Step 3 or Step 4 wastewater facility projects identified by Ecology in its *Funding Offer List and Intended Use Plan* as Designated Equivalency Projects (DEPs) are required to procure architectural and engineering (A/E) services in accordance with the federal requirements found in Chapter 11 of Title 40, U.S.C. (see www.gpo.gov/fdsys/pkg/USCODE-2011-title40/pdf/USCODE-2011-title40-subtitleI-chap11.pdf).

The federal requirements differ somewhat from the state requirements found in Chapter 39.80 RCW (see <http://app.leg.wa.gov/rcw/default.aspx?cite=39.80&full=true>).

A/E services include, but are not limited to, program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, and architectural related services.

Ecology implements this requirement by including in agreements signed for DEPs, a Scope of Work task to procure, A/E services in accordance with the federal requirements, and to provide a certification to Ecology that they have done so as a deliverable under the task.

Authorizing Ordinance or Resolution

Recipients must provide an authorizing ordinance or resolution that states that the recipient accepts responsibility to repay the loan and abide by the provisions of the agreement. The resolution must be signed by the governing board or council and is included in the loan agreement as an attachment.

Cost and Effectiveness Analysis (CEA) Certification

All recipients of CWSRF loans, regardless of the type of project, must certify that they have conducted a Cost and Effectiveness Analysis (CEA).

For projects involving construction, the CEA must be completed and the certification of completion provided to Ecology before Ecology can provide CWSRF assistance for final design or construction.

The minimum requirements of a CEA are:

- A study and evaluation of the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity.

- The selection, to the maximum extent practicable, of a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation, taking into account:
 - The cost of constructing the project or activity.
 - The cost of operating and maintaining the project or activity over the life of the project or activity.
 - The cost of replacing the project or activity.

Recipients must complete a certification and submit it to Ecology or upload it directly to EAGL.

Recipients must complete the certification before they sign the loan for activity projects, facility design projects, facility construction projects, and combined facility design/construction projects.

Recipients must complete the certification during the project for facility planning projects.

The certification is available at

<http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html>.

Davis-Bacon Act Wages

Recipients of CWSRF loans for Step 3 or Step 4 wastewater facility projects and stormwater facility projects with a construction component must comply with the federal Davis-Bacon Act wage requirements.

Equivalency Requirements and Designated Equivalency Projects

“Equivalency requirements” refer to specific requirements EPA applies to Ecology’s funding for CWSRF. “Equivalency” means that Ecology is required to report and/or track compliance with the requirements by CWSRF loan recipients up to an amount equivalent to the amount of the Capitalization Grant Ecology receives from EPA.

The equivalency requirements for CWSRF apply to the following:

- Architectural and engineering (A/E) services procurement.
- Disadvantaged Business Enterprises (DBE).
- Federal Funding Accountability and Transparency Act (FFATA).
- Federal Single Audit Act (SAA).
- Most of the federal cross cutters.

Ecology applies the DBE and FFATA requirements to all recipients of federal funding.

Ecology applies all the equivalency requirements to DEPs. The criteria for determining which projects are DEPs are:

- Step 3 and Step 4 wastewater facility projects.
- Population of the applicant is 25,000 or more.

Ecology may remove projects from the DEP list that are unlikely to have a significant environmental impact if doing so will not impact Ecology's ability to meet EPA's equivalency requirements.

Federal Environmental Cross Cutter Requirements for CWSRF Equivalency Projects

CWSRF funding applicants/recipients for wastewater facility construction (Step 3) and combined design and construction (Step 4) projects designated by Ecology in its *Funding Offer List and Intended Use Plan* as DEPs must complete federal cross cutter review and receive an Ecology determination. For Step 3 projects, cross cutter review and an Ecology determination must occur before the Water Quality Program Manager signs the CWSRF loan agreement. For Step 4 projects, cross cutter review and an Ecology determination must occur before starting construction activities. Any construction activities that occur prior to an Ecology's cross cutter determination will not be eligible for reimbursement.

Federal cross cutter review is a requirement for wastewater treatment, wastewater collection, reclaimed water, infiltration and inflow correction, and combined sewer projects identified by Ecology as DEPs.

Ecology may require non-DEPs to complete cross cutter review if the project may have a significant environmental impact.

Not allowing enough time to comply with cross cutters can influence the implementation and management of a project. These requirements are detailed in the loan agreement and are implemented in the construction contract by including the Ecology specification inserts into the bid package.

Loan applicants/recipients will prepare a cross cutter report that documents their actions in regard to each federal cross cutter. When complete, the applicant/recipient will submit the report to Ecology's Project Manager for review. The Project Manager reviews the report for completeness and initiates formal review with the Environmental Review Coordinator. When federal and state resource agencies have approved all cross cutters, and the cross cutter report is complete, Ecology's regional Section Manager will send a cross cutter report determination letter with the signed cross cutter checklist to the applicant/recipient. At this point, construction can begin.

The following is a list and brief description of the federal cross cutters required for CWSRF facility construction projects.

- The Clean Air Act establishes air quality standards. This cross cutter requires projects to show how they conform to the Washington State Implementation Plan (SIP), which describes how the state implements, maintains and enforces National Ambient Air Quality Standards (NAAQS). Compliance may require estimating the air pollution emissions associated with the project.
- The Coastal Zone Management Act (CZMA) protects the nation's coastal areas. This cross cutter applies to any project located in a county adjacent to Puget Sound, the Pacific Ocean, or the Lower Columbia River Estuary. Compliance requires receiving CZMA concurrence from Ecology.

- The Endangered Species Act identifies and protects species at risk of extinction. This cross cutter may apply if the project is located near any endangered species or their critical habitat. Because so many of Washington's rivers are habitat for endangered salmonid species, this cross cutter applies to many water quality projects. Compliance requires an EPA review of the project documentation to determine if coordination with the US Fish and Wildlife Service and the National Marine Fisheries Service (Services) is necessary.
- The Farmland Protection Policy Act protects the nation's productive farmland. This cross cutter may apply if the project converts farmland to another purpose. Compliance may require consultation with the US Soil Conservation Service.
- Floodplain Management Executive Orders are a series of presidential executive orders that protect floodplain function and protect federally funded projects from flood damage. This cross cutter may apply if the project is located in a base floodplain. Compliance may require consultation with the local government and/or Federal Emergency Management Agency.
- Environmental Justice seeks to protect minority, low-income and tribal communities that may experience disproportionate environmental or human health impacts caused by project activities.
- The National Historic Preservation Act protects archeological and cultural resources and historic structures. This cross cutter may apply if the project modifies a building older than 50 years old, or if the project involves any amount of excavation.
- The Safe Drinking Water Act protects sole source drinking water aquifers. This cross cutter may apply if the project is located on a sole source aquifer. Compliance may require consultation with state groundwater officials and the US Environmental Protection Agency.
- Essential Fish Habitat Consultation Process under the Magnuson-Stevenson Fishery Conservation and Management Act protects habitat for commercially valuable fish species. This cross cutter may apply if the project is located near essential fish habitat (EFH). Compliance may require sending information on EFH near the project area to the EPA.
- The Protection of Wetlands Executive Orders seek to avoid to the extent possible adverse impacts associated with the destruction and modification of wetlands, and to avoid direct and indirect support of new construction in wetlands wherever there is a practicable alternative. This cross cutter may apply if your project is located near any wetlands. Compliance may require consultation with the US Corps of Engineers, Ecology Shorelands and Environmental Assistance Program, and your Ecology Regional Ecologist. The Wild and Scenic Rivers Act protects the free-flowing character of designated rivers. This cross cutter may apply if the project is located in the river basin of a wild and scenic river. Compliance may require consultation with the land managing agency where the river is located.

NOTE: Compliance with all applicable local, state, and federal ordinances, laws, and regulations is required regardless of funding source or specific reporting requirements. For example, a CWSRF-funded project that is not a DEP must still comply with all applicable federal laws and regulations even if the recipient is not required to submit a federal cross cutter report to Ecology. For assistance with permitting requirements, please check with the Governor's Office for Regulatory Innovation and Assistance (ORIA); see <http://www.oria.wa.gov>.

More detailed environmental review guidance is available at <https://fortress.wa.gov/ecy/publications/SummaryPages/1610003.html>.

Financial Capability Assessment (FCA)

Ecology must conduct a financial capability assessment (FCA) of all recipients of CWSRF loans. Among other items, conducting a FCA requires Ecology staff to review current financial statements to determine the ability of applicants to repay the CWSRF loan. Ecology cannot sign loan agreements without a FCA. Applicants offered CWSRF loans must complete a FCA checklist and provide supporting documents to Ecology. The FCA checklist can be accessed at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html>.

Fiscal Sustainability Plan (FSP)

Recipients of CWSRF funding for Step 3 or Step 4 wastewater facility and stormwater projects with a construction component, and recipients of Centennial hardship funding must certify that they have prepared a Fiscal Sustainability Plan (FSP) or another plan(s) that contains at least the minimum required elements of a FSP.

The FSP must cover the entire system for which funding is provided. By “entire system”, Ecology means the following:

- If funding is only for a collection system, then the FSP must cover the entire collection system.
- If the funding is only for a treatment system, then the FSP must cover the entire treatment system.
- If funding is for both a collection system and a treatment system, then the FSP must cover the entire collection system and the entire treatment system.

The minimum required elements of a FSP are:

- 1) An inventory of critical assets that are part of the system.
- 2) An evaluation of the condition and performance of the critical assets.
- 3) A plan to maintain, repair, and replace the critical assets and to fund those activities.
- 4) A process to evaluate and implement water and energy conservation efforts as part of the plan.

Recipients must complete a certification and submit it to Ecology or upload it to EAGL prior to loan signing. The certification is available at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html>.

Insurance

Where applicable, recipients must maintain comprehensive insurance coverage on projects in amounts equal to the funds disbursed.

Interest Accrual

Ecology disburses loan funds on a cost-reimbursable basis. An incurred cost is defined as a cost that has occurred and is eligible for payment. Interest begins to accrue on each disbursement at the time it is paid to the recipient. Interest is compounded monthly.

Operation and Maintenance of Utility

The recipients must keep the utility in good working order and operate the utility efficiently. Recipients of funding for stormwater facilities must agree to maintain stormwater facilities for the design life of the facility, typically 20 years.

Opinion of Recipient's Legal Counsel

Recipients must provide a statement from their legal counsel regarding the final draft of the loan agreement. The statement will be included in the loan agreement. A template can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/CWSRF/CWSRFres.html>.

Pledge of Net Revenue or Utility Local Improvement District (ULID) Assessments

If revenue from a utility local improvement district (ULID) is used to secure a loan, the recipient must irrevocably pledge to pay the net revenue of the ULID to cover the principal and interest.

Repayments

Semi-annual loan repayment begins one year after the project completion date or initiation of operation date, whichever comes first. There is no restriction or penalty for early loan repayment.

Special Conditions for Onsite Sewage System Local Loan Fund Projects

Administration

Recipients must use the funds received from Ecology to establish and administer a local loan fund. Recipients are responsible for local loan servicing, collecting payments, and payment tracking, but may contract for such services through a lending institution. Recipients must officially approve or deny local loan requests and establish the local loan interest rate and the repayment period.

Reporting

A schedule for project completion, including milestone dates for loan marketing activities, numbers of loan applications and closures, disbursements, application deadlines, etc., must be submitted by the recipient with each quarterly progress report.

Recipients of funding must also submit a final list of the local loans provided to homeowners throughout the duration of the project. The list must include information regarding the number and final dollar amounts of loans funded in the following respective homeowner income levels:

- County Median Household Income
 - Above 80 percent.

- 50 to 80 percent.
- Below 50 percent.

Special Conditions for Nonpoint Source Pollution Control Activity Projects

Landowner Agreements

The recipient must obtain a conservation easement or a landowner agreement signed by the landowner prior to planning and installing a BMP on private property. An example landowner agreement can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/NPres.html>. The recipient must send the agreement or easement to the Ecology Project Manager. The landowner agreement must include, but not be limited to:

- A minimum 10-year maintenance agreement that is transferred with the ownership, rental, and leasing of the land. Agreements shall not contain provisions for termination of the agreement at any time.
- Allowance of inspection of the project area by the recipient and by Ecology staff with prior notification.
- A written and signed maintenance plan that covers establishment and long-term maintenance of the BMP(s). This plan will detail responsibilities for both the landowner and the recipient and must include details concerning, but not limited to, watering plants, maintaining a reasonable level of plant survivability, replacing dead plants, controlling noxious weeds, and repairing and maintaining exclusion fencing, off-stream watering provisions, or other eligible BMPs. This maintenance plan is generally the responsibility of the recipient unless otherwise written in the landowner agreement.
- Commitment from the landowner and producer to implement a full three-year crop rotation for agreements related to direct seed practices.
- When projects include off-stream watering installation, agreements must include provisions to ensure that water supplied is for livestock use only.
 - Per Ecology Water Resources Program Policy 1025, watering facilities provided must serve no greater number of livestock than historically range that parcel of property. The quantity of water consumed by livestock as a result of the funded off-site watering facility should not exceed the quantity consumed if the stock were to drink directly from the stream.
 - If land use is changed from livestock management to residential, commercial, or industrial development during the 10-year landowner/recipient agreement period, all financial assistance issued for the off-stream watering facilities must be immediately repaid by the loan or grant recipient to Ecology.

Best Management Practice (BMP) Approval Form

Prior to implementation of BMPs, the recipient must complete a BMP Approval Form and submit to Ecology's Project Manager for review and approval. Supporting documents such as site plans, maps, maintenance plans, and cultural resource review forms must be included. A

BMP Approval Form template is available at www.ecy.wa.gov/programs/wq/funding/Res/Training/NonpointBMPAppvalForm070215.doc.

Quality Assurance Project Plan (QAPP)

Prior to initiating water quality monitoring activities, the recipient must prepare a Quality Assurance Project Plan (QAPP). The QAPP must follow Ecology's *Guidelines and Specifications for Preparing Quality Assurance Project Plans for Environmental Studies*; see <https://fortress.wa.gov/ecy/publications/summarypages/0403030.html>. A QAPP template is available at <http://www.ecy.wa.gov/programs/eap/qa/docs/QAPPtool/index.html>.

Standard Operating Procedures for field sampling and testing activities associated with monitoring QAPP development can be found at www.ecy.wa.gov/programs/eap/quality.html.

Recipients may also reference Ecology's *Technical Guidance for Assessing the Quality of Aquatic Environments* in developing the QAPP; see <https://fortress.wa.gov/ecy/publications/summarypages/9178.html>.

The QAPP must:

- Describe in detail the monitoring and data quality objectives, procedures, and methodologies that will be used to ensure that all environmental data generated will meet the QAPP requirements.
- Describe in detail the water quality monitoring approach and laboratory protocols, including types of data and samples to be collected, sample location, sampling frequency, sampling procedures, analytical methods, quality control procedures, and data handling protocols.
- Describe data assessment procedures.
- Explain how the project will yield sufficient information to achieve the purpose and intent of monitoring.
- Discuss data accuracy and statistical requirements.

The recipient must submit the QAPP to Ecology's Project Manager for review, comment, and approval before starting the environmental monitoring activities. Any monitoring activity conducted before the QAPP receives final approval is not eligible for reimbursement.

Use of an Ecology Accredited Laboratory

The recipient must use an environmental laboratory accredited by Ecology to analyze water samples for all parameters that require bench testing. Information on currently accredited laboratories and the accreditation process is provided on Ecology's Environmental Assessment Program website at <https://fortress.wa.gov/ecy/laboratorysearch/>.

The recipient should manage all monitoring data collected or acquired under the agreement to be available to secondary users and meet the "10-year rule." The 10-year rule means that data documentation is sufficient to allow an individual not directly familiar with the specific monitoring effort to understand the purpose of the data set, methods used, results obtained, and quality assurance measures taken 10 years after data are collected.

Monitoring Data Management and Submittal

Recipients that collect environmental monitoring data must submit all data to Ecology using the Environmental Information Management System (EIM). Data must be loaded into EIM following instructions on the EIM website at <http://www.ecy.wa.gov/eim> and be approved by Ecology's Project Manager. Final payment requests will be withheld until data has been approved in EIM.

The data submittal portion of the EIM website provides information and help on formats and requirements for submitting tabular data. Specific questions about data submittal may be directed to the EIM Data Coordinator.

Recipients must follow Ecology data standards when Geographic Information System (GIS) data are collected and processed as documented at <http://www.ecy.wa.gov/services/gis/data/standards/standards.htm>. Recipients must submit copies of all final GIS data layers, imagery, related tables, raw data collection files, map products, metadata, and project documentation to Ecology.

Table 11 summarizes the applicability of some of the funding requirements listed above, including the types of projects to which they apply and when the requirements apply.

Table 11: Applicability of Various Funding Requirements

Requirement	What projects does it apply to?	When does it apply?
American Iron and Steel	Facility construction projects that receive CWSRF funds.	Throughout project.
Authorizing Ordinance or Resolution	Projects that receive CWSRF funds.	Before loan signing.
Cost and Effectiveness Analysis Certification	Projects that receive CWSRF funds.	Planning projects: during project. Activity projects, design projects, construction projects, and combined design/construction projects: before loan signing.
Environmental Information Management System	Recipients that collect environmental monitoring data.	Throughout project.
Federal Architectural and Engineering Services Procurement	Wastewater facility construction projects identified as CWSRF DEPs.	Throughout project.
Federal Environmental Cross Cutters	Wastewater facility construction projects identified as CWSRF DEPs.	Construction projects: before loan signing. Design/construction projects: before construction begins.
Federal Davis-Bacon Wages and State Prevailing Wages on Public Works	Facility construction projects that receive CWSRF funds.	Throughout project.
Federal Funding Accountability and Transparency Act Form	Projects that receive CWSRF or Section 319 funds.	Before loan or grant signing.
Final List of Local Loans Report	Local loan programs.	At project completion.

Requirement	What projects does it apply to?	When does it apply?
Financial Capability Assessment	Projects that receive CWSRF funds.	Before loan signing.
Fiscal Sustainability Plan Certification	Facility construction and combined design/construction projects that receive CWSRF funds and projects that receive Centennial hardship funding.	Before loan signing. Recipients that complete the plan during the project must resubmit upon completion.
Growth Management Act Compliance	Facility projects in a city, county, or town that is required to or chooses to plan under the Growth Management Act.	Before agreement signing.
Investment Grade Efficiency Audit	Facility design, construction, or combined design/construction projects that receive CWSRF or Centennial funds.	During project.
Landowner Agreements or Conservation Easement	Nonpoint source projects.	Prior to installing a BMP on private property.
Minority- and Women-Owned Business Enterprises and Disadvantaged Business Enterprises	All projects.	Throughout project.
Quality Assurance Project Plan (QAPP)	Projects that include water quality monitoring.	Before conducting monitoring.
Rate Study and Fee Ordinance	Facility construction projects that receive CWSRF funds.	Before agreement signing.
Section 319 Load Reduction Report	Section 319 projects and Centennial projects used as match.	Annually and at project close.
Single Audit Act	Recipients of CWSRF or Section 319 funds that expend \$750,000 or more in federal funds in the calendar year.	Throughout project.
State Environmental Review Process	Facility projects that receive CWSRF funds.	Construction projects: before loan signing. Design/construction projects: before construction begins.

Standard Agreement Terms and Conditions

The following are important terms and conditions that play a role in the day-to-day decisions made on loan or grant projects. A complete listing of the administrative requirements for all grants and loans 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/1401002.html>.

Accounting Standards

Recipients must maintain accurate records and accounts for the project in accordance with Generally Accepted Accounting Principles (GAAP) as issued by the Governmental Accounting Standards Board (GASB), including standards related to the reporting of infrastructure assets, or

in accordance with the state standards in Chapter 43.09.200 RCW Local Government Accounting – Uniform System of Accounting. For more information see <http://www.gasb.org/home> and <http://app.leg.wa.gov/rcw/default.aspx?cite=43.09.200>.

Advisory Committee Time

Time spent by advisory councils to carry out projects is an eligible cost, including costs incurred by advisory councils or committees established according to federal or state requirements.

Amendment Process

Modifications and changes to the funding agreement may become necessary. The recipient must 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 recipient initiates the process, they must request the change through the EAGL system. If the Project Manager concurs with the request, the Financial Manager prepares the amendment.

The recipient prints, signs, and returns two copies of the amendment to Ecology. Ecology's Water Quality 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 increases or decreases.
- Scope of work changes.
- Changes to required performance.
- Time extensions.

Appeals Process

Loan or grant recipients may formally appeal a written decision by Ecology. A recipient cannot bring a lawsuit to Superior Court unless the aggrieved party adheres to the following procedures. The procedures are intended to encourage the informal resolution of disputes.

- 1) The recipient may seek review of the financial assistance program's initial decision within 30 days of the decision. The recipient makes the request for review in writing to the Water Quality Program Manager.
- 2) The Program Manager will consider the appeal information and will issue a written decision within 30 days from the date the appeal is received.
- 3) If the recipient is not satisfied with the Program Manager's decision, the recipient has 30 days to submit a written request to Ecology's Deputy Director of Ecology for a review of the decision.
- 4) The Deputy Director will consider the appeal information and will issue a written decision within 30 days from the date the request is received. The Deputy Director's decision will be the final decision of Ecology.

- 5) If the recipient is not satisfied with the Deputy Director's final decision, the recipient may appeal to the Thurston County Superior Court, pursuant to RCW 34.05.570(4), *Judicial Review*; see <http://app.leg.wa.gov/rcw/default.aspx?cite=34.05.570>.
- 6) Unless all parties to such appeal agree that a different time frame is appropriate, the parties shall attempt to bring the matter for a superior court determination within four months of the date in which the administrative record is filed with the court. This time frame is to ensure minimal disruptions to the program.

Budgets

All recipients must track the project budget by task. An object-based budget is not permitted. Object budget information provided in the application is used to evaluate if all costs were considered by the applicant at the time of application and to track requested purchases during project implementation.

The budget amount for Administration cannot exceed 15 percent of the total eligible cost of the project.

Definitions

See Appendix K for a complete list of the standard definitions found in loan and grant funding agreements.

Disbursements of Loan and Grant Funds

Ecology disburses loan and 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.

Education and Outreach

Recipients of grant funding for education and outreach activities projects must do a regional search for existing materials before producing any new educational flyers or pamphlets and request the use of existing materials before time and resources are invested to duplicate materials that are already available. Recipients must also check the Washington Waters website at http://www.ecy.wa.gov/washington_waters/index.html for useful educational materials. These materials are available for public use and can be downloaded directly from the website.

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 or gadgets, such as a refrigerator magnet with a message. 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 that speak languages other than English, recipients must produce all educational and public outreach materials in English and in the other most prevalent language.

Equipment Purchase and Equipment Fees

Equipment purchases are eligible if Ecology's Project Management Team approved them in advance or they are specified in the agreement. The recipient may charge an appropriate use fee for equipment it owns.

A use fee for equipment owned by the recipient or utilized through a valid interlocal agreement:

- Must be justifiable, fair, and reasonably attributed to the project.
- Must directly satisfy the project scope of work.
- Must be shown to be cost effective.
- Cannot exceed the acquisition cost of the equipment or facilities.
- Cannot exceed the rental rate or purchase price for comparable equipment or facilities in the recipient's market.

Force Accounts and Staffing Plans

Force account refers to a local government that uses its own staff to complete a facilities project. For activities projects, it may be considered a staffing plan. Force accounts and staffing plans may be eligible for funding under the CWSRF if:

- The recipient complies with laws on discrimination, such as wages, job safety, insurance, licenses, and certifications; see <http://app.leg.wa.gov/RCW/default.aspx?cite=39.04>; <http://app.leg.wa.gov/RCW/default.aspx?cite=35.22.620>; and <http://app.leg.wa.gov/RCW/default.aspx?cite=35.23.352>.
- The recipient demonstrates that they have the legal authority and the technical capability to perform the work.
- The recipient demonstrates that other essential functions will not be affected by performing the work.
- The work is accomplished more economically than if procured competitively.
- The recipient submits a written request to fund the force account work that includes a dollar amount and a general description of the force account work. The request must be approved by the Ecology Regional Section Manager.
- The work to be performed using recipient forces is included as a separate budget line item in the financial assistance agreement.

The recipient must maintain separate and identifiable records for a force account or staffing plan to ensure eligible costs are charged to the project. Overtime differential is not allowed.

Indirect Rate

The recipient can charge an indirect rate of up to 25 percent of salaries and benefits to cover overhead costs that benefit more than one activity of the recipient and that are not directly assignable to a particular objective of the project. Before Ecology can approve requests for reimbursement of indirect costs, recipients are required to upload documentation of their most current rate and list what is included in the indirect rate.

Interlocal Agreements

Interlocal agreements must be consistent with the terms of the loan or grant agreement and Chapter 39.34 RCW, *Interlocal Cooperation Act*; see <http://app.leg.wa.gov/rcw/default.aspx?cite=39.34&full=true>.

Light Refreshments

Light refreshment costs for meetings or conferences are eligible as permitted by Ecology's travel policy. They must be approved by the Ecology Project Manager.

Coffee and any other non-alcoholic beverage, such as tea, soft drinks, juice, or milk, and snacks served at meetings or conferences are considered light refreshments.

Payment Holds or Termination

If a recipient does not satisfy conditions in the funding agreement, Ecology may terminate the agreement and request that the recipient repay all of the funds disbursed, withhold a payment, or decrease the payment by the amount proportionate to the costs associated to the incomplete work.

Payment Requests Processing

Payment requests are initiated and processed through the EAGL system. Backup documentation is required for all goods and services listed in a payment request.

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, so annual permit fees are not eligible for funding.

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 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 loan and grant agreement will contain a condition regarding OMWBE. While participation is voluntary, Ecology requires reporting the level of participation.

Progress Reports

Recipients must submit progress reports at least quarterly and with every payment request. Progress reports are submitted through the EAGL system.

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.

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.

Recipients of grant funding for activities projects must agree to participate in a brief survey regarding the key project results or water quality project outcomes and the status of long-term environmental results or goals from the project approximately three years after project completion.

Public Awareness

Recipients must inform the public about the project and about Ecology and EPA participation for the following:

- Any site-specific project that is accessible to the public must acknowledge state and federal participation by one of the following means:
 - Standard signage (appropriately sized and weather resistant).
 - Ecology and EPA logos are available from Ecology's Financial Managers for use on signs.
 - Posters and wall signage in a public building or location.
 - Newspaper or periodical advertisement for project construction, groundbreaking ceremony, or operation of the new or improved facility.
 - Online signage placed on community website or social media outlet.
 - Press release.
- All publications must include acknowledgment of state and federal participation.

Transportation Costs

The recipient can recover the cost of transportation through the state mileage rate, a use fee, or an indirect rate. The recipient may charge mileage to the project at the current state mileage rate. The mileage charge includes all vehicle-related needs, such as gas, tires, insurance, and maintenance.

Agreement Management

Contractor or Consultant Role Permissions in EAGL

Recipients may not allow any contractors or consultants to hold the Authorized Official role in EAGL. In order to maintain effective internal controls and accountability for all project cash and avoid related audit findings, only organization staff can have an Authorized Official role for an

active grant or loan. This role allows certification and submittal of payment request/progress reports, submittal of amendment requests, and the ability to change member roles. Recipients may assign contractors to a Contractor or Writer role if they need access permissions for grant or loan administration.

Incurring Eligible Costs

The *effective date* is the earliest date on which eligible costs may be incurred. The effective date is negotiated between the applicant and Project Management Team during agreement development.

Unless explicitly stated by the State Legislature in a budget appropriation, the effective date for grants cannot be before the beginning of the state fiscal year (July 1, 2018).

The effective date for CWSRF loans can go back to the beginning of the project if appropriate; see the *Interim Refinance* subsection in Chapter 2.

The applicant may incur project costs on and after the effective date and before Ecology's signature of the final agreement, but expenditures cannot be reimbursed until the agreement has been signed by Ecology's Water Quality Program Manager. While applicants can incur eligible costs before the agreement is signed, they do so at their own risk.

Important Dates

The time limits for starting and ending projects are based on the publication date of the Final List that identifies the project for funding.

While there is some flexibility, the funding agreement for the project should be signed by both parties no later than seven months after the publication date of the Final List. Generally this means January 31 of the year following the publication of the Final List. Actual work on the project should begin no later than 10 months after the publication date of the Final List, generally by April 30 of the year following the publication of the Final List.

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 on which the Scope of Work will be fully completed. Both dates are negotiated between the applicant and the Project Management Team.

The *initiation of operation date* applies to facilities construction projects. It is the actual date that a facility starts operation or can be used for its intended purpose. This date may occur prior to final inspection. Ecology will determine the initiation of operation date after consultation with the recipient. This date may be the same as the project completion date, or it may be earlier. The initiation of operation date triggers the start of the one-year loan repayment grace period. If the project completion date occurs before the initiation of operation date, the start of the one-year loan repayment grace period starts with the project completion date.

Project Completion Dates and Extensions

Facility and activity projects funded through the CWSRF and stormwater facility projects funded through SFAP must be completed within five years of the publication date of the Final List.

After the five-year limit is reached, a time extension of no more than 12 months may be made with valid reasons supporting the time extension. In no event can the project be extended beyond six years of the publication date of the Final List identifying the project.

Activities projects funded with Section 319 grants, Centennial grants used for the Section 319 match, and SFAP grants must be completed within three years. Projects can begin as early as the publication date of the Final List. After the three-year limit is reached, a time extension of no more than 12 months may be made with valid reasons supporting the time extension. In no event can the project be extended beyond four years. Section 319 grants have a limit on contract extensions based on when the grant is awarded to the State; this limit may be less than the three-year limit described previously.

Conditions under which Ecology can authorize time extensions include but are not limited to:

- Schedules included in water quality permits, consent decrees, or enforcement orders.
- Work that falls within an environmental window in a specific season of the year.

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

Appendix A: Acronyms and Abbreviations

Acronyms and Abbreviations	
A/E	Architectural and engineering
ACS	American Community Survey
APE	Area of Potential Effect
BMP	Best Management Practice
CDP	Census Designated Place
CEA	Cost and Effectiveness Analysis
Centennial	Centennial Clean Water Fund
CSO	Combined Sewer Overflow
CWA	Clean Water Act
CWSRF	Washington State Water Pollution Control Revolving Fund
DAHP	Department of Archaeology and Historic Preservation
DBE	Disadvantaged Business Enterprises
DEPs	Designated Equivalency Projects
Draft List	Draft Water Quality Funding Offer List and Intended Use Plan
EAGL	Ecology Administration of Grants and Loans
Ecology	Washington State Department of Ecology
EIM	Ecology Information Management System
EPA	Environmental Protection Agency
ESA	Endangered Species Act
FCA	Financial Capability Assessment
FFATA	Federal Financial Accountability and Transparency Act
FFY	Federal Fiscal Year
Final List	Final Water Quality Funding Offer List and Intended Use Plan
FIP	Financial Institution Partner
FOTG	Field Office Technical Guide
FSP	Fiscal Sustainability Plan
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GC/CM	General Contractor/Construction Manager
GHG	Greenhouse Gases
GMA	Washington State's Growth Management Act
GPR	Green Project Reserve
GULD	General Use Level Designation
Health	Washington State Department of Health
I/I	Infiltration and Inflow
IACC	Infrastructure Assistance Coordinating Council
IGEA	Investment Grade Efficiency Audit
LID	Low Impact Development
LOSS	Large Onsite Sewage System
MBE/WBE	Minority- and Woman-Owned Business Enterprises
MOU	Memorandum of Understanding
N/A	Not applicable
NPDES	National Pollution Discharge Elimination System
NRCS	Natural Resource Conservation Service
OHWM	Ordinary High Water Mark
OMWBE	Office of Minority and Women Owned Business Enterprises
ORIA	Governor's Office for Regulatory Innovation and Assistance
OSS	Onsite Sewage System

Acronyms and Abbreviations	
PMC	Project Management Consultant
POTW	Publicly Owned Treatment Works
QAPP	Quality Assurance Project Plan
RCO	Washington Recreation and Conservation Office's
RCW	Revised Code of Washington
RLP	Regional Loan Program
SAA	Federal Single Audit Act
Section 319	The Clean Water Act Section 319 Nonpoint Source Grant Program
SEPA	State Environmental Policy Act
SERP	State Environmental Review Process
SFAP	Washington State Stormwater Financial Assistance Program
SFY	State Fiscal Year
TAPE	Technology Assessment Protocol – Ecology
TMDL	Total Maximum Daily Loads
UIC	Underground Injection Control
ULID	Utility Local Improvement District
WAC	Washington State Administrative Code

Appendix B: Department of Ecology Regional Offices

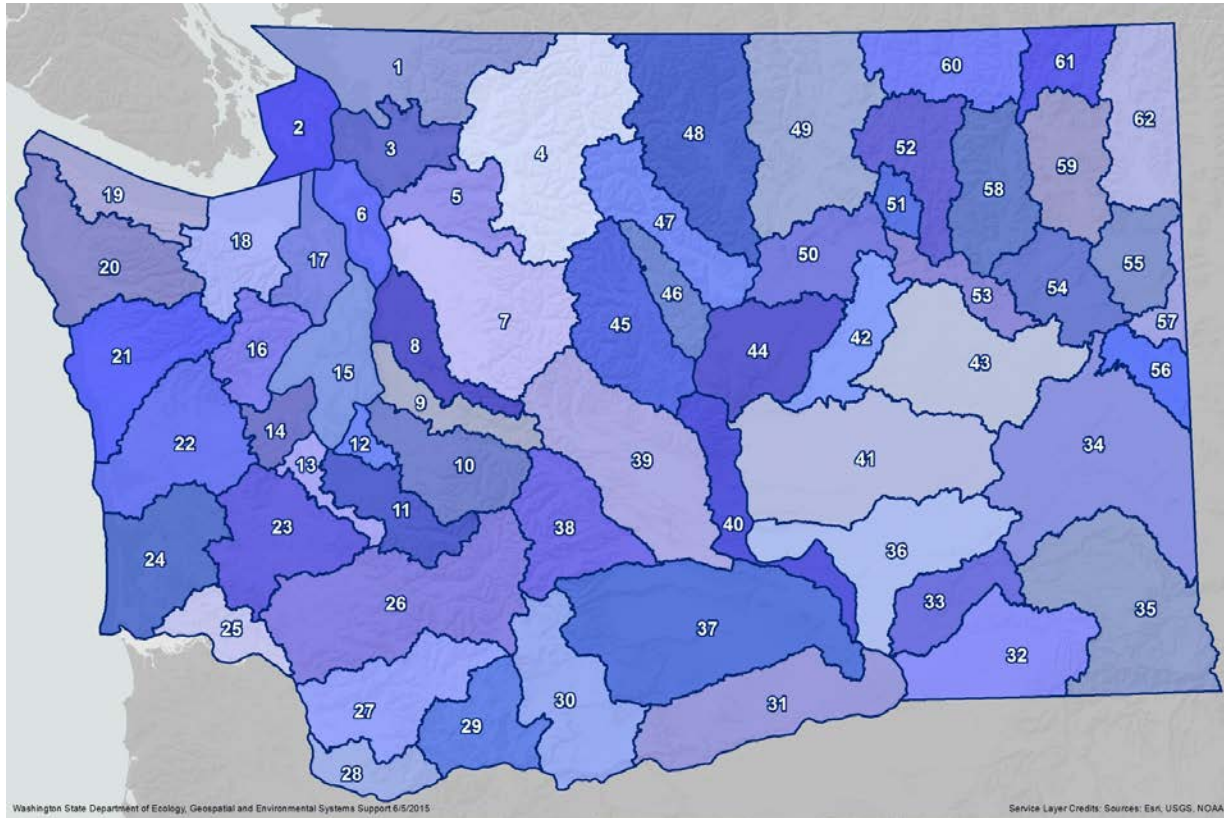


[Click map to go to office pages](#)

- [Headquarters](#) (Statewide)
 - 300 Desmond Drive, Lacey, WA 98503-1274
 - Receptionist: 360-407-6000
 - [Map/Directions](#) (PDF)
- [Southwest Regional Office](#) (including Vancouver Field Office)
Counties: Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston, and Wahkiakum
 - 300 Desmond Drive, Lacey, WA 98503-1274
 - Receptionist: 360-407-6300
 - [Map/Directions](#) (PDF)
 - Vancouver Field Office:
 - 12121 NE 99th St., Ste. 2100, Vancouver, WA 98682-2346
 - Receptionist: 360-690-7171
- [Northwest Regional Office](#) (including Bellingham Field Office)
Counties: Island, King, Kitsap, San Juan, Skagit, Snohomish, and Whatcom
 - 3190 - 160th Ave. SE, Bellevue, WA 98008-5452
 - Receptionist: 425-649-7000
 - [Map/Directions](#) (PDF)
 - Bellingham Field Office:
 - 1440 - 10th Street, Suite 102, Bellingham, WA 98225

- Receptionist: 360-715-5200
- [Central Regional Office](#) (including Methow Valley Field Office)
Counties: Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, and Yakima
 - 1250 West Alder Street, Union Gap, WA 98903-0009
 - Receptionist: 509-575-2490
 - [Map/Directions](#) (PDF)
 - Methow Valley Field Office:
 - 134 Riverside Ave. Suite E, Winthrop, WA 98862
 - 509-996-8273
- [Eastern Regional Office](#) (including Walla Walla Field Office)
Counties: Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and Whitman
 - 4601 N Monroe, Spokane, WA 99205-1295
 - Receptionist: 509-329-3400
 - [Map/Directions](#) (PDF)
 - Walla Wall Field Office:
 - 500 Tuasick Way, Walla Walla, WA 99362
 - 509-527-4546

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



Appendix D: Direct Seed Systems

Direct seed systems are eligible for Water Quality Program financial assistance. Direct seed systems plant and fertilize into undisturbed soil and eliminate full width tillage for seedbed preparation. Implements used for direct seed disturb only a narrow strip of soil and retain a majority of residue from the previous crop. Direct seed systems significantly reduce erosion, improve soil quality, reduce fuel consumption, and are a viable alternative to traditional full tillage systems.

Required Eligibility Conditions for All Activities

- Cropland acres currently planted with a single pass, low disturbance direct seed are not eligible.
- Rental and custom application cost reimbursement will be provided to only those producers or landowners that have not previously implemented a single pass, direct seeding system.
- A landowner or producer that owns a single pass, low disturbance direct seed drill is not eligible for rental or custom application cost reimbursement.
- The landowner and producer must use a direct seed system or plan for three full years.
- A single pass, low-disturbance direct seed drill must be used for all planting.
- Crop residue cannot be burned.
- Grant recipients must offer educational opportunities in conjunction with direct seed programs. Examples of such opportunities include a mentoring program, workshops, or referrals to direct seed organizations. Grant recipients may coordinate with other Conservation districts, organizations or associations to fill this need.
- Cropland acres with any post-harvest or pre-planting tillage are not eligible. This includes the use of inversion tillage equipment such as moldboard plows, chisel plow, rod weeder and disks. Conventional summer fallow is not eligible.
- To be eligible for reimbursement, the public entity recipient and the landowner and producer must sign a landowner agreement prior to renting direct seed equipment or contracting with a custom applicator to plant with a single pass, low disturbance direct seed drill.
- The grant recipient must report on the following information (additional requirements may be added as part of any grant contract):
 - Number of acres enrolled in program.
 - Number of landowners/producers enrolled.
 - Location of acres enrolled including information such as county, farm number, tract number, and field number. GIS layers and other relevant spatial reference information may also be required.

Eligible Direct Seed Activities

Equipment Rental Cost Reimbursement

- Producers may be reimbursed for a portion of the cost of renting a single pass, low-disturbance direct seed drill.
 - Producers may be reimbursed from the grant for a portion of the cost to rent a single pass, low disturbance drill.
 - Producers must agree to try the practice for a full three year direct seed rotation.
 - Cost share is available for only a first-time, full three year direct seed rotation. Reimbursement payments will be made for eligible expenses during the initial three year rotation only.
 - If a three year direct seed rotation is not completed, the producer is not eligible for any future direct seed reimbursements.
 - Cost share must not exceed \$28 dollar per acre, up to 250 acres, per producer. Total eligible cost shall not exceed \$7,000 per producer, per rotation for up to three rotations.
 - The grant recipient must verify the number of acres planted with a single pass, low disturbance direct seed drill before reimbursement is provided.

Cost of Custom Application Fee Reimbursement

- Producers may be reimbursed for a portion of the cost of hiring a custom applicator to plant with a single pass, low disturbance direct seed drill.
 - Producers may be reimbursed from the grant for a portion of the cost to have a custom applicator seed a section of the producer's land with a single pass, low disturbance drill.
 - Producers must agree to try the practice for a full three year direct seed rotation.
 - Cost share is available for only a first-time, full three year direct seed rotation. Reimbursement payments will be made for eligible expenses during the initial three year rotation only.
 - If a three year direct seed rotation is not completed, the producer is not eligible for any future direct seed reimbursements.
 - Cost share must not exceed \$28 dollar per acre, up to 250 acres, per producer. Total cost shall not exceed \$7,000 per producer, per rotation for up to three rotations.
 - The grant recipient must verify the number of acres planted with a single pass, low disturbance direct seed drill before reimbursement of is provided.

Direct Seed Equipment Purchase

- Public entities are eligible to receive a one-time grant to purchase a single pass, low disturbance direct seed drill for the purpose of providing regional access to direct seed equipment and facilitating education, outreach, and technical assistance to promote the benefits of direct seeding systems.
 - Grant recipients must sign a 10-year maintenance agreement to keep the drill in its best condition.

- The drill must be a low disturbance, one pass drill.
- The cost share for equipment shall not exceed \$175,000 per grantee.
- Producers may not receive rental reimbursement or custom application reimbursement payments from an Ecology-funded program when using a seed drill purchased with an Ecology grant.
- Grant recipients may charge a fee for the use of the Ecology-funded drill to cover the cost of maintenance and storage. However, the fees should be set to encourage broad participation and must not be set to gain a profit.
- Grant recipients must provide staff with knowledge of direct seed systems or equivalent experience.

Appendix E: Livestock Off-stream Watering Facilities

Off-stream watering provides an alternative source of watering where fencing excludes livestock from streams in order to protect water quality. If a recipient installs livestock exclusion fencing as part of a riparian protection/restoration project and meets the minimum standards for that BMP, grant dollars may be used to install an off-stream watering facility. Off-stream watering facilities (including well construction) are conditionally eligible for Water Quality Program financial assistance for projects that include privately-owned livestock operations.

Off-stream watering facilities must meet the following conditions to be considered for a Water Quality program grant:

- 1) Land use must currently be dedicated to livestock or milk production. That use must occur within or adjacent to riparian areas, surface water or groundwater, where an assumed threat to the integrity of the riparian area and water quality exists.
- 2) The property owner and the recipient must sign a landowner agreement before they install the off-stream watering facility.
- 3) When the recipient installs off-stream watering systems, they must locate the new feeding areas or relocate the existing areas so that the presence of livestock will no longer threaten surface water quality. Grant recipients must provide assurances to the Ecology Project Manager that the location or relocation of the new or existing feeding area optimizes water quality protection. Ecology will not fund projects that are located too close to waters of the state.
- 4) Off-stream watering systems may include water gaps in fencing for emergency watering purposes only. If the recipient wishes to design water gaps, they must submit a plan to Ecology's Project Manager which details the design and describes how they will minimize potential impacts to water quality resulting from water gaps.
- 5) Recipients must install livestock exclusion fencing and provide a minimum setback from the ordinary high water mark in the riparian area consistent with the riparian restoration guidance found in Appendix G. If a recipient installed a livestock exclusion fence prior to July 1, 2014, and it provides a minimum of a 35-foot riparian buffer measured horizontally from the ordinary high water mark, Ecology may consider the livestock watering facility eligible without meeting the width requirements in Appendix G.
- 6) Ecology requires the recipient to plant native trees and shrubs within the buffer created by the exclusion fencing to provide controlled overland flow filtering of pollutants (in accordance with Appendix G and all applicable NRCS FOTG Practices).
- 7) Off-stream watering facilities (not including well construction) may be provided for fewer than 20 Animal Units (see Animal Units Table E-2 of this section).
- 8) For wells to be eligible, operations must have (on or before the beginning of the funding cycle) at least 20 Animal Units (see Animal Units Table E-2 of this section). The cost for well drilling is included in the funding caps associated with off-stream watering facilities. The recipient must complete a cost-effective analysis for wells in accordance with the following criteria:

- a) The recipient must consider gravity feeding or pumping from existing surface and groundwater sources and water hauling as first choices. If these alternatives are not feasible, the recipient may consider dug or drilled wells.
 - b) Wells must be either less costly or demonstrably more cost-effective (may include analysis of such issues as hydraulic flow, sediment clogging, freezing).
 - c) The practice chosen must be in accordance with the conservation plan (or more focused plan involving livestock exclusion and off-stream water provisions).
 - d) The recipient must complete plan(s) and at least the respective conservation district must approve them before off-stream watering is installed.
- 9) Financial Assistance Limits and Other Provisions.
- a) Off-stream livestock water provisions are eligible only where the recipient provides permanent and continuous exclusion from waters of the state.
 - b) Off-stream livestock water provisions are eligible with limits on financial assistance based on the continuous linear length of riparian exclusion fence per landowner (maximum of \$37,500). See Table E-1 for limits.
 - c) Recipients must locate off-stream water developments a distance away from surface waters that will prevent water quality impacts.
 - d) Projects funded by loan can cover up to 100 percent of eligible project cost.
 - e) Pumps, pipes, water troughs, and wells, as needed, are eligible.
 - f) All components of solar powered pumps are project eligible. Electrical or mechanical power provisions are only eligible if existing infrastructure is available that can be utilized at a minimal cost.
 - g) Heavy use area protection at watering facilities is eligible as needed. Both the final cost of the off-stream watering facility and the funding limitations include the cost of heavy use area protection.
 - h) The loan or grant will not reimburse recipients for costs associated with unsuccessful well drilling.
 - i) Cross fencing is ineligible.
 - j) Third party contributions above the eligible financial costs are eligible to be counted toward match.

Table E-1: Miles of Livestock Riparian Exclusion and Financial Assistance Limits

Miles of Livestock Riparian Exclusion	Financial Assistance Limit (per project)
< ½ mile	Up to \$7,500
≥ ½ mile and < 1 mile	Up to \$11,250
≥ 1 mile and < 1.5 miles	Up to \$15,000
≥ 1.5 miles and < 2 miles	Up to \$22,500
≥ 2 miles and < 2.5 miles	Up to \$30,000
≥ 2.5 miles	Up to \$37,500

Animal Units as defined in WAC 173-224-030 are shown in Table E-2.

Table E-2: Animal Units

Animal Type	Number of Animal Units per Animal
Dairy Cows	
Jersey Breed	
Milking Cow	0.900
Dry Cow	0.900
Heifer	0.220
Calf	0.220
Other Breeds	
Milking Cow	1.400
Dry Cow	1.000
Heifer	0.800
Calf	0.500
Feedlot Beef	0.877
Horses	0.500
Sheep	0.100
Swine for breeding	0.375
Swine for slaughter	0.110
Laying hens & pullets > 3 months	0.004
Broilers & pullets < 3 months	0.002

Example Calculation: 23 Feedlot Beef x 0.877 = 20 Animal Units.

Appendix F: Livestock Feeding BMPs

Introduction

The following BMPs support the relocation of livestock feeding areas that threaten water quality, or enhance existing feeding areas distanced from surface waters. The recipient may install a combination of these BMPs when appropriate. Funding for the following BMPs only applies to projects that will improve existing water quality problems. The funding may not be used to rebuild feeding facilities where the primary purpose is to repair existing structures. Ecology's Project Management Team must approve all projects before installation.

Conditions for All Livestock Feeding BMPs

- Operations meeting the definition of the Concentrated Animal Feeding Operation Permit are not eligible for funding.
- When the recipient installs BMPs, they must locate new feeding areas or relocate or existing areas so that the presence of livestock will no longer threaten surface water quality. Grant recipients must provide assurances to the Ecology Project Manager that the location or relocation of the new or existing feeding area optimizes water quality protection. Ecology will not fund projects that are located too close to waters of the state. BMPs are eligible only when livestock presence currently occurs within or adjacent to riparian areas and can be an assumed threat to the integrity of the riparian area and water quality.
- The recipient must build and locate all BMPs according to NRCS specifications.
- The producer must exclude livestock from all waters of the state, with a minimum setback from the ordinary high water mark consistent with the riparian restoration guidance found in Appendix G. If the producer installed a livestock exclusion fence prior to July 1, 2014, and it provides a minimum of a 35-foot riparian buffer measured horizontally from the ordinary high water mark, the livestock watering facility may be eligible without meeting the width requirements in Appendix G.
- The owner or operator must have a plan in place to manage manure to protect water quality. The plan must detail how the owner or operator will store and use the manure onsite to prevent discharges to surface or groundwater, or store and transfer offsite. The recipient must submit the plan to Ecology for review prior to the construction of waste storage facilities.
- The landowner must sign a landowner agreement. An example landowner agreement can be found at <http://www.ecy.wa.gov/programs/wq/funding/FundPrgms/NPres.html>.
- Roof runoff structures on existing structures may be conditionally eligible for reimbursement where direct water quality improvements can be achieved. Ecology's Project Management Team must approve the structures prior to installation.

Eligible Livestock Feeding BMPs

Heavy Use Area Protection

- Heavy use area protection is eligible only to protect critical areas directly surrounding feeding and watering locations.
- Building permanent feed lots that will confine livestock continuously throughout the year is not eligible for Heavy Use Area Protection funding.
- Heavy use area protection is eligible up to a maximum of \$10,000 per landowner.
- Concrete and other cement based materials, rock aggregate, and other appropriate materials are eligible for funding.
- Heavy use area protection must prevent erosion and polluted runoff at feeding and watering facilities.
- Fencing that creates temporary animal confinement to support relocation of livestock feeding areas that threaten water quality or to prevent the use of pasture/rangeland in winter months is eligible. Fencing to create permanent confinement areas is not eligible. Fencing must be limited to areas directly surrounding feeding stations and may include a connected pasture area. This type of fencing is eligible up to a maximum of \$10,000 per landowner.
- Heavy use area protection areas must be designed and constructed according to NRCS standards.
- The producer must use a waste storage facility meeting the following criteria to be eligible for heavy use area protection.

Waste Storage Facilities

- Waste storage facilities, waste storage covers, and roof runoff structures are eligible if constructed to NRCS or equivalent engineering standards.
- The total package of waste storage BMPs is eligible up to a maximum of \$30,000 per landowner.
- Waste storage facilities must include a permanent roof, curbed concrete floor, and gutters or other appropriate structures to manage roof runoff. Metal framed, tension fabric designs may be conditionally approved.
- A professional engineer must design and stamp waste storage facilities. .
- The recipient must obtain building permits if required.
- The owner or operator must have a plan in place to manage manure to protect water quality. The plan must detail how the owner or operator will store and use the manure onsite to prevent discharges to surface or groundwater, or store and transfer offsite. The recipient must submit the plan to Ecology for review prior to the construction of waste storage facilities.

Livestock Crossing

Structures built for the purposes of livestock access across a stream are conditionally eligible for grant reimbursement on private property only. To be eligible, livestock must be excluded from

stream access to prevent water pollution and riparian degradation, and the width of the bridge may not exceed 6-feet across. Culverts in design or construction are not eligible. If a landowner wants to construct a wider crossing for motorized vehicle access in addition to livestock, the eligible cost of the bridge can be pro-rated based on the 6-foot width. For example, the total cost of a 10-foot wide bridge would be 60 percent eligible for grant reimbursement.

Windbreaks

- Windbreaks are planted tree rows used to shelter livestock from summer sun and winter wind, and therefore encourage the congregation of livestock and use of pasture or rangeland away from the riparian area.
- Windbreaks are eligible to support the relocation of winter feeding operations upland, away from riparian areas, and to prevent water quality impacts.
- Windbreaks are eligible up to a maximum of \$1,500 per landowner.

Appendix G: Riparian Restoration and Planting

The following are requirements for implementing a riparian restoration or riparian planting project.

Environmental Protection Agency and National Marine Fisheries Service Buffer Requirements

Ecology has increased the minimum requirements for riparian buffers to protect and restore salmon fisheries and achieve water quality standards. These requirements apply to funding for projects that address nonpoint pollution problems, including Section 319 grants, Centennial grants or loans, and the CWSRF loans.

In response to tribal concerns, the U.S. Environmental Protection Agency (EPA) and the National Oceanographic and Atmospheric Administration (NOAA) told the Department of Ecology to take additional actions to protect salmon and salmon habitat. The EPA requires Washington State to include conditions on federal pass-through grants to be consistent with National Marine Fisheries Service (NMFS) buffer guidance to help protect and recover Washington's salmon runs.

Ecology includes the special conditions to grant funds to increase levels of riparian protection to both protect and restore salmon fisheries and help achieve water quality standards.

Conditions of the Funding Agreement

All restoration activities must also be consistent with the Stream Habitat Restoration Guidelines, available at <http://wdfw.wa.gov/publications/01374/> and the requirements below.

EPA and NMFS Riparian Buffers

The minimum buffer size for surface waters (on each side) will be consistent with Table G-1 and the following additional guidance provided below. Ecology developed Table G-1 from information provided by NMFS. Buffer widths must be measured starting from the ordinary high water mark.

Table G-1: Minimum Buffer Requirements for Surface Waters

Category	Functions	Minimum Buffer Width West of Cascades	Minimum Buffer Width East of Cascades
A. Constructed Ditches, Intermittent Streams and Ephemeral Streams that are not identified as being accessed and were historically not accessed by anadromous or	Water quality, shade, source control and delivery reduction.	35' minimum	35' minimum

Category	Functions	Minimum Buffer Width West of Cascades	Minimum Buffer Width East of Cascades
Endangered Species Act (ESA) listed fish species			
B. Perennial waters that are not identified as being accessed and were historically not accessed by anadromous or ESA listed fish species	Water quality, shade, source control and delivery reduction.	50' minimum	50' minimum
C. Perennial, intermittent and ephemeral waters that are identified as being accessed or were historically accessed by anadromous or ESA listed fish species	Water quality, large wood debris (LWD) for cover, complexity and shade and microclimate cooling, source control and delivery reduction.	100' minimum	75' minimum
D. Intertidal and estuarine streams and channels that are identified as being accessed or were historically accessed by anadromous or ESA listed fish species	Water quality, habitat complexity	35'-75' minimum, or more as necessary to meet water quality standards	N/A

Additional Guidance

- To determine which buffer category applies to a water body, EPA and Ecology developed a mapping tool available at <http://www.arcgis.com/home/webmap/viewer.html?webmap=d5478a4aaf704d81bac63ffc934e1549&extent=-123.0388,47.109,-122.5317,47.2963>.
 - If surface water is present on a property but not shown on the map, a 35 foot minimum buffer width will apply.
 - If a water body is identified as “Category B” in the Table G-1, the grant recipient must contact the regional Washington Department of Fish and Wildlife (WDFW) or tribal fish biologist to confirm that the water body is not currently or historically used by anadromous or listed fish. If the fish biologist informs the recipient of fish presence, then the buffer width must meet “Category C” requirements.
 - If a man-made structure (e.g., culvert, dam, etc.) impedes a water body which prevents anadromous or ESA listed fish access, then the buffer width must meet “Category C” requirements.
 - WDFW Fish Biologist Contact Information: http://wdfw.wa.gov/about/contact/district_biologists.html.
 - WA State Tribes and Tribal Reservations Map (with links): http://www.ecy.wa.gov/services/gis/maps/state/tribal_res.pdf.
- The Table G-1 buffer table establishes minimum requirements for funding eligibility purposes. Projects that include buffers that are larger than the minimums are preferred, especially when stated in a TMDL or other watershed improvement plan. To maintain fully functional riparian ecosystems and provide sufficient habitat to meet the needs of fish and

wildlife, it is recommended that the recipient use Washington Department of Fish and Wildlife buffer widths table whenever those recommendations are larger.

- As stated in the *Stream Habitat Restoration Guidelines*, if the 100-year floodplain exceeds these widths, the riparian buffer width should extend to the outer edge of the 100-year floodplain.
- Ecology requires recipients to plant the buffer established by the fencing setback with native trees and shrubs to provide a higher level of water quality improvement. Grass filters strips are not sufficient to satisfy this requirement.
- When the project establishes buffers in forested areas, the buffer width must also be consistent with Forest Practices Rules.
- Buffers established as part of a Water Quality Program grant may not violate county Critical Area Ordinances, county Shoreline Rules, or other state and local regulations.
- Ecology may allow a conditional exemption from the minimum buffer width requirements where the presence of a structure, property line, or topography impedes the ability to meet the conditions. The recipient must submit an adequate justification as to why these cannot be met and an alternate written plan to Ecology's Project Manager for review and written approval.

Riparian Plantings

- The recipient must develop site-specific plans for all riparian buffers prior to implementation which include plant locations and species. The plan must be based on an assessment of native plant associations and community types.
- The recipient must only plant species that are riparian in nature and indigenous to the primary watershed where the buffer is being established.
- The recipient must use, to the greatest extent possible, genetically appropriate plant materials collected from the primary or secondary watershed where the buffer is to be established.
- The recipient must use, to the greatest extent possible, plant species that are early successional within the primary watershed. Early successional species are those whose characteristics are such that they are first to colonize after a disturbance.

Streambank Protection

- Streambank protection projects must not stand alone, but be part of a larger riparian buffer or stream restoration project. The project must meet the buffer and planting requirements listed above whether fully or partially funded by the grant. Streambank protection projects primarily intended for structure or property protection are not eligible.
- Rock or concrete may not be used to fully armor a bank against the erosive forces of a stream, river, or marine waters. In any situation where rock is to be used, the recipient must submit the design to Ecology's Project Manager for an evaluation.
- Streambank protection designs must be consistent with the Aquatic Habitat Guidelines Program's, *Integrated Streambank Protection Guidelines*; see <http://wdfw.wa.gov/publications/00046/>.

Relevant Definitions

Anadromous Fish

Fish that live their adult lives in the ocean but move into freshwater streams to reproduce or spawn (e.g., salmon); see <http://www.nmfs.noaa.gov/pr/>.

Constructed Ditch

A regularly maintained man-made trench or furrow dug in the ground for the primary purpose of conveying or draining surface water, storm water or irrigation water, that may or may not contain water at all times of the year.

Ephemeral Stream

A stream or portion of a stream which flows briefly in direct response to precipitation in the immediate vicinity, and whose channel is at all times above the groundwater reservoir.

Endangered Species Act (ESA) Listed Fish Species

The Endangered Species Act (ESA) (<http://www.nmfs.noaa.gov/pr/laws/esa/text.htm>) was signed on December 28, 1973, and provides for the conservation of species that are endangered or threatened throughout all or a significant portion of their range, and the conservation of the ecosystems on which they depend. The ESA replaced the Endangered Species Conservation Act of 1969; it has been amended several times. A "species" is considered: 1) endangered if it is in danger of extinction throughout all or a significant portion of its range, and 2) threatened if it is likely to become an endangered species within the foreseeable future. There are approximately 2,200 total species listed under the ESA. Of these species, approximately 1,576 are found in part or entirely in the U.S. and its waters; the remainder are foreign species. NOAA's National Marine Fisheries Service (NMFS) and the U.S. Fish and Wildlife Service (USFWS) (<https://www.fws.gov/endangered/>) share responsibility for implementing the ESA. Generally, USFWS manages land and freshwater species, while NMFS manages marine and "anadromous" species. NMFS has jurisdiction over 125 listed species; see <http://www.nmfs.noaa.gov/pr/laws/esa/>.

Exclusion Fencing

A constructed fence to restrict livestock, wildlife or people from riparian areas.

Floodplain

Any lowland that borders a stream and is inundated periodically by the stream's waters.

Intermittent Stream

A stream where portions flow continuously only at certain times of the year, for example when it receives water from a spring, ground-water source or from a surface source, such as melting snow (i.e. seasonal). At low flow there may be dry segments alternating with flowing segments. These streams are also defined as no measurable flow during thirty (30) consecutive days in a normal water year.

Ordinary High Water Mark (OHWM)

The point on the sides of streams or lakes which is historically or normally at water's edge, as identified by a visible change in vegetation and/or soil. It is also generally, the lowest point at which perennial vegetation grows on the streambank. The ordinary high water mark (OHWM) can usually be identified by physical scarring along the bank or shore, or by other distinctive signs. Guidance on determining the OHWM on Washington streams can be found at <https://fortress.wa.gov/ecy/publications/summarypages/0806001.html>.

Perennial Stream

A stream or portion of a stream that flows year-round, is considered a permanent stream, and for which base flow is maintained by ground-water discharge to the streambed due to the ground-water elevation adjacent to the stream typically being higher than the elevation of the streambed.

Riparian Buffers

Riparian buffers are generally recognized as a “separation zone” between a water body and a land use activity for the purposes of protecting ecological processes and water quality. The riparian buffer usually extends from the stream's ordinary high water mark to the outer edge of the floodplain. Riparian buffers provide essential functions for river and stream ecosystems, including cover and shade, a source of fine or coarse woody material, nutrients, and organic and inorganic debris that maintain stream ecosystem function. As used here, riparian buffers are defined as separation zones that are relatively undisturbed by humans and contain native vegetation consistent with the potential of the site.

Figure G-1 provides a diagram depicting a typical stream showing the active floodplain, the OHWM, the riparian zone, and the top of the bank.

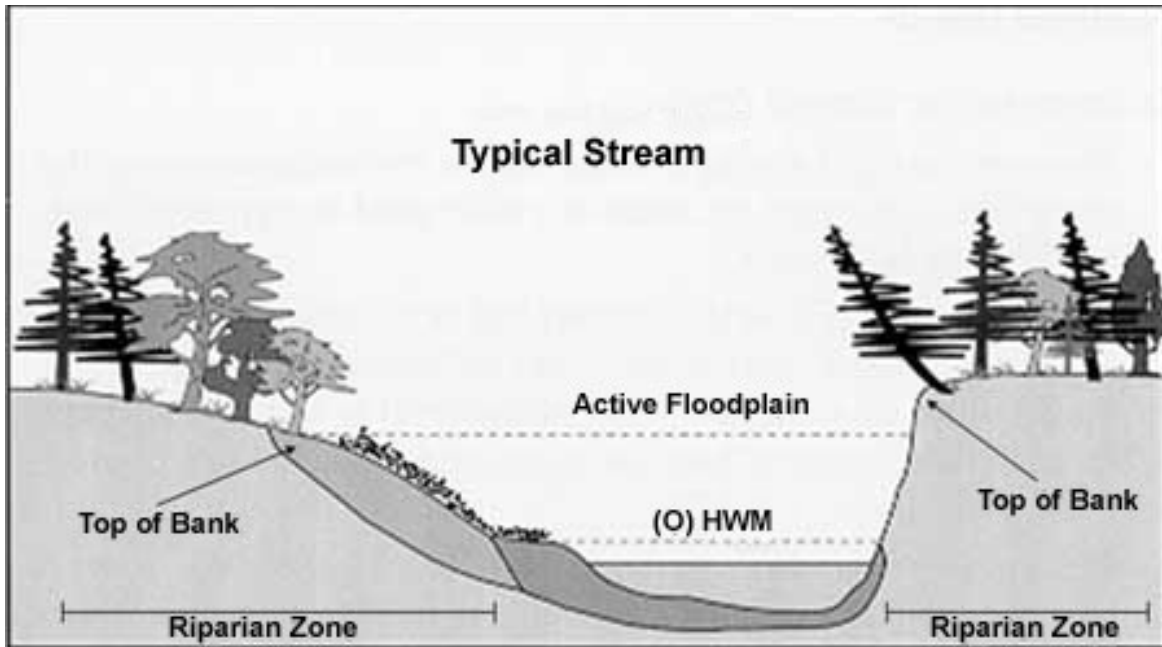


Figure G-1: Diagram of a Typical Stream.

Figure is a reproduction of a figure obtained from Fisheries and Oceans Canada.

Appendix H: Developing Public Communication and Education Project Proposals

Following is a checklist that applicants can refer to in developing public communication and education project proposals. The goal of the checklist is to help in the design of projects that are effective at changing behaviors and achieving environmental results.

Project Background

- Consider the water quality problem that is the focus of the project; target population; geographic area; socio-economic status of targeted population; predominant land uses; and the behavioral change you seek to achieve for each target identified (source of the water quality problem or issue - one target could be responsible for several problems).
- What knowledge, attitude, and skills do you desire in the targeted population?
- Be careful to use one or two primary objectives and be realistic about what you can accomplish during the grant period.
- If this is a continuing attitude or behavior change that you wish to affect, how do you propose to sustain it?

Project Design

- Agree on the optimal way to identify and reach your audiences. Include local audiences that speak languages other than English.
- Identify common needs in participants and how the project can fulfill these needs.
- Identify conflicting needs (associated with barriers analysis).
- Identify the specific barriers, both internal to the person or organization as well as external, such as lack of knowledge or conditions, and practical barriers to desired change (no place local to change oil properly). Tell us how your project will remove these barriers.
- Identify the project team and their qualifications.
- Will you use volunteers and if so, how? How will you recruit and retain them?
- Identify community leaders, decision makers, and trusted peers and leaders within business, not-for-profit, and community groups that have similar interests in environmental change/sustainability. These are the people and organizations that will help you advance your project and its objectives. Please explain how you will leverage their influence to amplify your results.
- Determine resources you will use, including training materials, facilities, media and corresponding distribution strategy. Conduct a regional search for existing materials before producing any new educational flyers or pamphlets.
- Also consider: (a) regular reminders of the desired behavior; (b) trusted and credible sources for communication; (c) communication that is direct, simple, personal and vivid; (d) leaders, described previously, to model and promote the behavior you seek (what kind of changes do

you want people to make in the way they make decisions?); (e) personal commitments from groups and individuals.

- Plan to pilot and field test your materials or activities with a small segment of your intended audience before “going big” and final.
- Make sure that your plan can be adjusted during the project to accommodate lessons learned. (Can it be changed in mid-course?)
- Design your project with evaluation tools and methodologies in mind and don’t make it an afterthought.

Education Plan

- State measurable objectives and goals of the project.
- List the performance measures you will use to assess how effective your project was. Success is defined as progress towards meeting your goals and objectives.
- List your specific actions, implementing entities and both timetable and cost per action.
- List media and promotions to be utilized (including the use of music and art).
- For Public Participation, record the number of participants at events, number of one-on-one contacts, and number of groups interested.

Monitoring and Post-project Evaluation

- What kind of assessment and evaluation tools will you use to evaluate the effectiveness of your program? Examples include customer feedback surveys (telephone tends to work better), interviews, focus groups, observations, and, before and at least after six months, “records” that can infer change.
- How will you measure the participant’s knowledge, skill, attitudes, and actions?
- How is the evaluation strategy linked to the stated goals and objectives?
- How will you evaluate presenter activities and materials?
- How will you monitor or evaluate the relationship between the educational activities and changes in behavior and water quality changes?

Suggested Resources

- Visual Tools for Watershed Education.
- “Fostering Sustainable Behavior” by Doug McKenzie-Mohr and William Smith.
- “Targeting Outcomes of Programs” by Claude Bennett and Kay Rockwell.

Appendix I: Executive Order 05-05 and Section 106 National Historic Preservation Act Project Review

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

Federal and state laws and rules require the funding agency (Ecology) to contact the Washington State Department of Archaeology and Historic Preservation (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. This contact initiates Government-to-Government consultation between Ecology and tribal governments. Requirements are not met until Ecology has provided information to the Tribes and DAHP about project activity.

If another agency reviewed the project area within the past five years, under E.O. 05-05 or Section 106, Ecology may be able to adopt that review. Recipients should submit the review documents to Ecology's Project Manager for review and approval.

Any ground-disturbing activities that occur prior to the completion of the project review process will not be eligible for reimbursement. Activities associated with E.O. 05-05 and Section 106 review are grant and loan eligible and reimbursable. Any mitigation measures as an outcome of the process will be requirements of the agreement. Recipients must comply with all E.O. 05-05 and Section 106 requirements prior to implementing any project that involves ground disturbing activities.

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

- 1) The recipient completes an Ecology E.O. 05-05 or Section 106 project review form, or submits a DAHP EZ-1 form or Ecology's ECY 05-05/106 form (<https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070537.html>). When there will be ground-disturbing activities, complete DAHP's EZ-1 form or ECY 05-05/106 form, or conduct a site-specific cultural resources survey (when there is a high likelihood of cultural resources on the project site). Use DAHP's Cultural Resource Report Cover Sheet for cultural resources surveys at http://www.dahp.wa.gov/sites/default/files/CRSURVEYcoversheet_Aug2011.doc. The archaeologist must designate Ecology an owner of the data that is entered into DAHP's database. If an applicant completes a site-specific cultural resources assessment or survey, the applicant does not need to complete an EZ-1 form or ECY 05-05/106 form.
- 2) The recipient is responsible for researching the sensitivity of the location selected for project funding and documenting this in the form.
- 3) If there are any activities involving structures 50 years or older, complete a Historic Property Inventory form on DAHP's Historic Property Inventory online database for their review.
- 4) Submit an electronic copy of the Ecology Project Review Form, EZ-1 Form or ECY 05-05/106 form or two hard copies and an electronic (.pdf) copy of the site-specific cultural

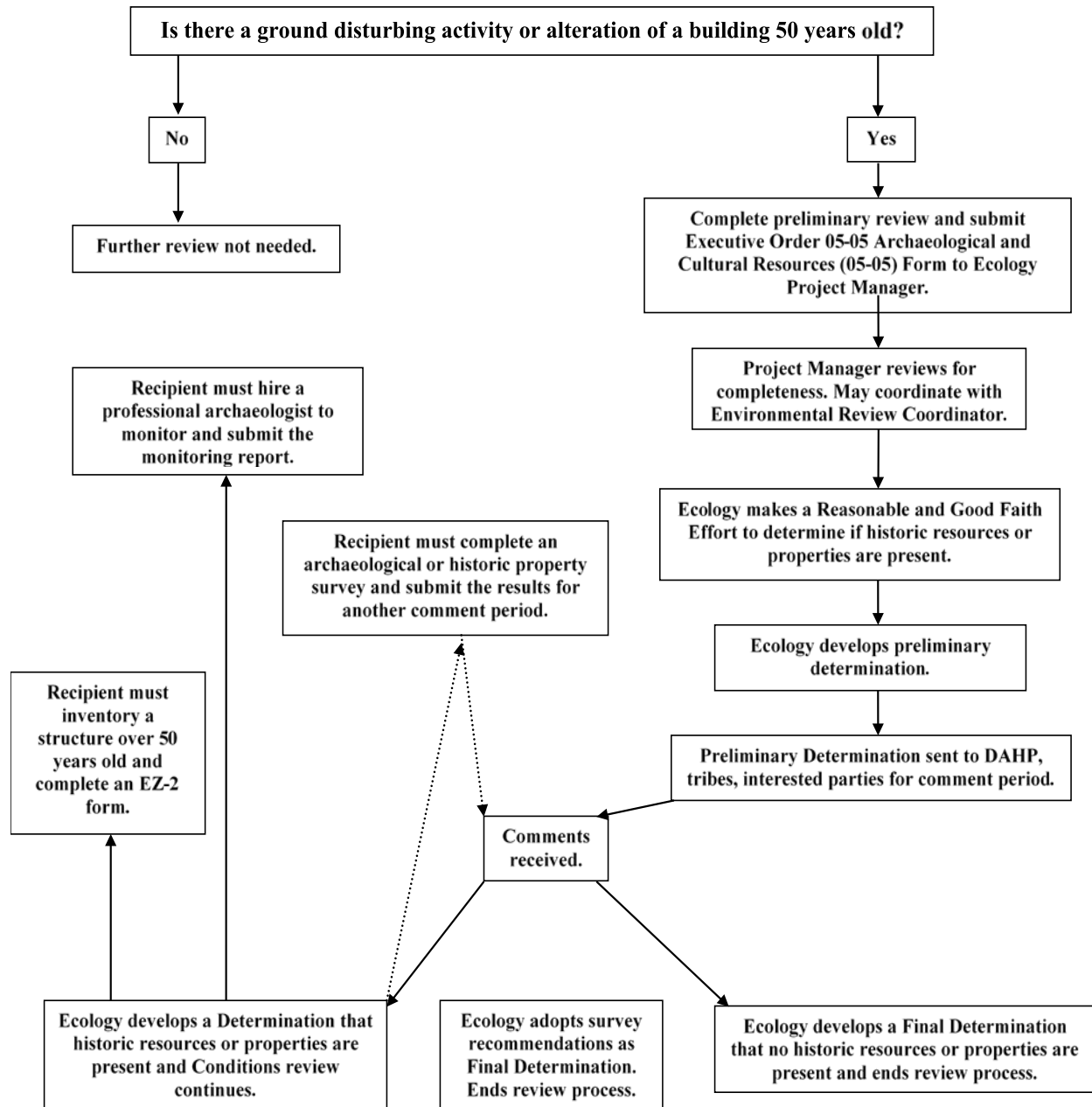
resources survey report, along with any previous tribal and DAHP correspondence regarding the project to Ecology's Project Manager.

- 5) The recipient must determine the Area of Potential Effect (APE) for their project location. Submit information to the Environmental Review Coordinator.
- 6) Ecology will review the materials and develop a Preliminary Determination.
- 7) Ecology will distribute the Preliminary Determination to affected tribes and DAHP through Government to Government consultation.
- 8) Ecology will review any comments received on the Preliminary Determination and develop a Final Determination.
- 9) If the project will have an adverse effect on archaeological sites or historic resources, Ecology will consult with the DAHP and tribes per 36 CFR 800.6. The Section 106 process will follow the steps for resolving adverse effects as outlined under 36 CFR 800.
- 10) For all projects, the recipient will write an inadvertent discovery plan (IDP), if one is not in place already. Every person working on the project site must be familiar with the IDP procedures in case any cultural resources are discovered.
- 11) Any post construction discoveries must follow the procedures as outlined under 36 CFR 800.13 and the Archaeological and Historic Preservation Act (AHPA), Pub. L. No. 93-291 (1974).
- 12) Specific components of records on archaeological sites, cemeteries, cultural resources, and historic properties are exempt from public disclosure (RCW 42.56.300) and the Recipient and Ecology will maintain confidentiality.

The following flowchart outlines the review process and provides additional information for cultural resources review.

Cultural Resources Review Process

Disclaimer: This is a general overview. Every project is site-specific and outcomes are subject to change.



Section 106 versus Executive Order 05-05

- Federal actions, decisions and federal funding trigger section 106 of the National Historic Preservation Act. Ecology has delegated authority over ensuring Section 106 compliance when recipients apply for federal funding under the CWSRF, National Estuary Program and Section 319 Grant Program. Ecology is the lead for ensuring Section 106 compliance.
- The Governor’s Executive Order 05-05 is required for all state-funded capital projects. This includes projects funded by the Centennial Clean Water Program, SFAP, and others. Ecology is the lead for ensuring 05-05 compliance.
 - 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. Previous approval from DAHP does not fulfill these requirements. Communication that may have occurred during a SEPA review is not sufficient to meet cultural resources review requirements.

Ground Disturbing Activities: This refers to any work that impacts the soil or ground from its current conditions.

Area of Potential Effect (APE): The APE is not the project boundary. 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. Use the APE to determine your survey boundary.

Changes to Project Design or Project Area: If the recipient changes the project area or design after review has been completed, the recipient will have to reinitiate review 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.

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.

Contact Liz Ellis, CEP, Environmental Review Coordinator (360-407-6429 or liz.ellis@ecy.wa.gov), if you have any questions.

Appendix J: Green Project Reserve Guidance

In 2012 EPA updated its GPR guidance document. Please see EPA's GPR webpage at <https://www.epa.gov/cwsrf/green-project-reserve-guidance-clean-water-state-revolving-fund-cwsrf>. for the most up-to-date information. If you just want to see the complete GPR guidance document, please see https://www.epa.gov/sites/production/files/2015-04/documents/green_project_reserve_eligibility_guidance.pdf.

Appendix K: Loan and Grant Agreement Definitions

“Administration Charge” means a charge established in accordance with Chapter 90.50A RCW and Chapter 173-98 WAC, to be used to pay Ecology’s cost to administer the State Revolving Fund by placing a percentage of the interest earned in an Administrative Charge Account.

“Administrative Requirements” means the effective edition of Ecology’s Administrative Requirements for Recipients of Ecology Grants and Loans at the signing of this agreement.

“Annual Debt Service” for any calendar year means for any applicable bonds or loans including the loan, all interest plus all principal due on such bonds or loans in such year.

“Average Annual Debt Service” means, at the time of calculation, the sum of the Annual Debt Service for the remaining years of the loan to the last scheduled maturity of the loan divided by the number of those years.

“Centennial Clean Water Program” means the state program funded from various state sources.

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

“Cost Effective Analysis” means a comparison of the relative cost-efficiencies of two or more potential ways of solving a water quality problem as described in Chapter 173-98-730 WAC.

“Defease” or “Defeasance” means the setting aside in escrow or other special fund or account of sufficient investments and money dedicated to pay all principal of and interest on all or a portion of an obligation as it comes due.

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

“Effective Interest Rate” means the total interest rate established by Ecology that includes the Administrative Charge.

“Estimated Loan Amount” means the initial amount of funds loaned to the recipient.

“Estimated Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Estimated Loan Amount.

“Equivalency” means projects designated by Ecology to meet the requirements for reporting and/or tracking of compliance with certain federal requirements.

“Final Accrued Interest” means the interest accrued beginning with the first disbursement of funds to the recipient through such time as the loan is officially closed out and a final loan repayment schedule is issued.

“Final Loan Amount” means all principal of and interest on the loan from the Project Start Date through the Project Completion Date.

“Final Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Final Loan Amount.

“Forgivable Principal” means the portion of a loan that is not required to be paid back by the borrower.

“General Obligation Debt” means an obligation of the recipient secured by annual *ad valorem* taxes levied by the recipient and by the full faith, credit, and resources of the recipient.

“General Obligation Payable from Special Assessments Debt” means an obligation of the recipient secured by a valid general obligation of the Recipient payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the recipient on all of the taxable property within the boundaries of the recipient.

“Gross Revenue” means all of the earnings and revenues received by the recipient from the maintenance and operation of the Utility and all earnings from the investment of money on deposit in the Loan Fund, except (i) Utility Local Improvement Districts (ULID) Assessments, (ii) government grants, (iii) recipient taxes, (iv) principal proceeds of bonds and other obligations, or (v) earnings or proceeds (A) from any investments in a trust, Defeasance, or escrow fund created to Defeasance or refund Utility obligations or (B) in an obligation redemption fund or account other than the Loan Fund until commingled with other earnings and revenues of the Utility or (C) held in a special account for the purpose of paying a rebate to the United States Government under the Internal Revenue Code.

“Guidelines” means the Ecology’s Funding Guidelines that correlate to the State Fiscal Year in which the project is funded.

“Initiation of Operation Date” means the actual date the Water Pollution Control Facility financed with proceeds of the loan begins to operate for its intended purpose.

“Loan” means the Washington State Water Pollution Control Revolving Fund Loan or Centennial Clean Water Fund (Centennial) Loan made pursuant to this loan agreement.

“Loan Amount” means either an Estimated Loan Amount or a Final Loan Amount, as applicable.

“Loan Fund” means the special fund of that name created by ordinance or resolution of the recipient for the repayment of the principal of and interest on the loan.

“Loan Security” means the mechanism by which the recipient pledges to repay the loan.

“Loan Term” means the repayment period of the loan.

“Maintenance and Operation Expense” means all reasonable expenses incurred by the recipient in causing the Utility to be operated and maintained in good repair, working order, and

condition including payments to other parties, but will not include any depreciation or recipient levied taxes or payments to the recipient in lieu of taxes.

“Net Revenue” means the Gross Revenue less the Maintenance and Operation Expense.

“Principal and Interest Account” means, for a loan that constitutes Revenue-Secured Debt, the account of that name created in the loan fund to be first used to repay the principal of and interest on the loan.

“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.

“Revenue-Secured Debt” means an obligation of the recipient secured by a pledge of the revenue of a utility and one not a general obligation of the recipient.

“Risk-Based Determination” means an approach to sub-recipient monitoring and oversight based on risk factors associated to a recipient or project.

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

“Section 319” means the section of the Clean Water Act that provides funding to address nonpoint sources of water pollution.

“Senior Lien Obligations” means all revenue bonds and other obligations of the recipient outstanding on the date of execution of this loan agreement (or subsequently issued on a parity therewith, including refunding obligations) or issued after the date of execution of this loan agreement having a claim or lien on the Gross Revenue of the Utility prior and superior to the claim or lien of the loan, subject only to Maintenance and Operation Expense.

“State Water Pollution Control Revolving Fund (Revolving Fund)” means the water pollution control revolving fund established by Chapter 90.50A.020 RCW.

“Termination Date” means the effective date of Ecology’s termination of the agreement.

“Termination Payment Date” means the date on which the recipient is required to repay to Ecology any outstanding balance of the loan and all accrued interest.

“Total Eligible Project Cost” means the sum of all costs associated with a water quality project that have been determined to be eligible for Ecology grant or loan funding.

“Total Project Cost” means the sum of all costs associated with a water quality project, including costs that are not eligible for Ecology grant or loan funding.

“ULID” means any utility local improvement district of the recipient created for the acquisition or construction of additions to and extensions and betterments of the Utility.

“ULID Assessments” means all assessments levied and collected in any ULID. Such assessments are pledged to be paid into the Loan Fund (less any prepaid assessments permitted by law to be paid into a construction fund or account). ULID Assessments will include principal installments and any interest or penalties which may be due.

“Utility” means the sewer system, stormwater system, or the combined water and sewer system of the recipient, the Net Revenue of which is pledged to pay and secure the loan.

Appendix L: Median Household Income

The U.S. Census Bureau provides population data. It also 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 L-1 are from the ACS five-year estimates available in January 2017. The population data in Table L-1 are from the U.S. Census Bureau estimates available in January 2017. Ecology uses the data in Table L-1 when making hardship determinations. If a community does not have an MHI or a population listed in Table L-1, Ecology will use the MHI or population for the county where the community is located or another applicable location such as a CDP or a census tract.

Income Surveys

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 an Income 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 <http://www.infracore.org/>.

Table L-1: January 2017 American Community Survey 5-Year Estimates of Median Household Incomes, U.S. Census Bureau Estimates of Population, and General Eligibility for SFAP Hardship, CWSRF/Centennial Preconstruction Hardship, and CWSRF/Centennial Hardship for Wastewater Facility Construction

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Washington	\$61,062	6,985,464	N/A	n/a
Adams County	\$46,564	19,081	Eligible	\$77.61
Asotin County	\$44,394	22,040	Eligible	\$73.99
Benton County	\$60,251	184,930	Ineligible	\$100.42
Chelan County	\$51,837	74,267	Ineligible	\$86.40
Clallam County	\$47,253	72,397	Ineligible	\$78.76
Clark County	\$60,756	444,506	Ineligible	\$101.26
Columbia County	\$38,581	3,989	Eligible	\$64.30
Cowlitz County	\$47,452	102,338	Ineligible	\$79.09
Douglas County	\$53,636	39,599	Ineligible	\$89.39
Ferry County	\$38,125	7,652	Eligible	\$63.54
Franklin County	\$56,980	86,443	Ineligible	\$94.97
Garfield County	\$45,855	2,230	Eligible	\$76.43
Grant County	\$48,714	92,070	Ineligible	\$81.19
Grays Harbor County	\$43,538	71,419	Ineligible	\$72.56
Island County	\$58,815	79,329	Ineligible	\$98.03
Jefferson County	\$49,279	30,083	Ineligible	\$82.13
King County	\$75,302	2,045,756	Ineligible	\$125.50
Kitsap County	\$62,941	255,441	Ineligible	\$104.90

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Kittitas County	\$46,458	42,204	Ineligible	\$77.43
Klickitat County	\$48,319	20,820	Eligible	\$80.53
Lewis County	\$44,100	75,515	Ineligible	\$73.50
Lincoln County	\$46,069	10,363	Eligible	\$76.78
Mason County	\$50,406	60,791	Ineligible	\$84.01
Okanogan County	\$40,730	41,332	Ineligible	\$67.88
Pacific County	\$37,684	20,645	Eligible	\$62.81
Pend Oreille County	\$40,599	12,968	Eligible	\$67.67
Pierce County	\$59,953	821,952	Ineligible	\$99.92
San Juan County	\$55,960	15,956	Ineligible	\$93.27
Skagit County	\$54,129	119,343	Ineligible	\$90.22
Skamania County	\$52,374	11,243	Ineligible	\$87.29
Snohomish County	\$70,722	746,653	Ineligible	\$117.87
Spokane County	\$50,079	480,832	Ineligible	\$83.47
Stevens County	\$41,978	43,548	Ineligible	\$69.96
Thurston County	\$61,677	262,723	Ineligible	\$102.80
Wahkiakum County	\$44,485	4,035	Eligible	\$74.14
Walla Walla County	\$47,946	59,726	Ineligible	\$79.91
Whatcom County	\$53,145	207,100	Ineligible	\$88.58
Whitman County	\$36,631	46,737	Ineligible	\$61.05
Yakima County	\$44,749	247,408	Ineligible	\$74.58
Aberdeen city	\$40,958	16,429	Eligible	\$68.26
Aberdeen Gardens CDP	\$55,966	261	Ineligible	\$93.28
Addy CDP	\$9,167	139	Eligible	\$15.28
Ahtanum CDP	\$50,197	3,359	Ineligible	\$83.66
Airway Heights city	\$36,351	6,449	Eligible	\$60.59
Albion town	\$37,875	585	Eligible	\$63.13
Alderton CDP	\$66,223	3,314	Ineligible	\$110.37
Alderwood Manor CDP	\$67,222	9,337	Ineligible	\$112.04
Algona city	\$56,667	3,107	Ineligible	\$94.45
Allyn CDP	\$67,237	2,144	Ineligible	\$112.06
Almira town	\$44,167	263	Eligible	\$73.61
Amanda Park CDP	\$28,438	154	Eligible	\$47.40
Amboy CDP	\$62,212	1,878	Ineligible	\$103.69
Ames Lake CDP	\$125,170	1,358	Ineligible	\$208.62
Anacortes city	\$60,419	16,048	Ineligible	\$100.70
Anderson Island CDP	\$44,706	1,053	Eligible	\$74.51
Arlington city	\$64,086	18,578	Ineligible	\$106.81
Arlington Heights CDP	\$88,828	2,725	Ineligible	\$148.05
Artondale CDP	\$88,539	13,376	Ineligible	\$147.57
Ashford CDP	\$36,706	296	Eligible	\$61.18
Asotin city	\$53,964	1,360	Ineligible	\$89.94
Auburn city	\$59,347	74,527	Ineligible	\$98.91
Bainbridge Island city	\$101,689	23,343	Ineligible	\$169.48
Bangor Base CDP	\$49,545	6,392	Ineligible	\$82.58
Banks Lake South CDP	\$36,375	200	Eligible	\$60.63
Barberton CDP	\$89,408	6,201	Ineligible	\$149.01
Baring CDP	\$35,417	164	Eligible	\$59.03
Barney's Junction CDP	\$28,289	179	Eligible	\$47.15
Basin City CDP	\$51,914	1,373	Ineligible	\$86.52
Battle Ground city	\$58,525	18,576	Ineligible	\$97.54
Bay Center CDP	\$50,156	202	Ineligible	\$83.59
Bay View CDP	\$92,208	826	Ineligible	\$153.68
Beaux Arts Village town	\$159,250	333	Ineligible	\$265.42

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Belfair CDP	\$51,567	3,298	Ineligible	\$85.95
Bell Hill CDP	\$102,656	954	Ineligible	\$171.09
Bellevue city	\$94,638	134,630	Ineligible	\$157.73
Bellingham city	\$43,536	82,944	Ineligible	\$72.56
Benton City city	\$51,023	3,156	Ineligible	\$85.04
Bethel CDP	\$73,442	3,906	Ineligible	\$122.40
Bickleton CDP	\$48,125	61	Eligible	\$80.21
Big Lake CDP	\$92,153	1,934	Ineligible	\$153.59
Bingen city	\$51,042	914	Ineligible	\$85.07
Birch Bay CDP	\$58,715	8,404	Ineligible	\$97.86
Black Diamond city	\$67,526	4,291	Ineligible	\$112.54
Blaine city	\$59,464	4,905	Ineligible	\$99.11
Blyn CDP	\$8,977	30	Eligible	\$14.96
Bonney Lake city	\$80,967	18,516	Ineligible	\$134.95
Bothell city	\$81,972	41,207	Ineligible	\$136.62
Bothell East CDP	\$105,104	9,307	Ineligible	\$175.17
Bothell West CDP	\$86,723	19,088	Ineligible	\$144.54
Boulevard Park CDP	\$46,910	3,815	Eligible	\$78.18
Brady CDP	\$65,926	604	Ineligible	\$109.88
Bremerton city	\$45,658	39,017	Ineligible	\$76.10
Brewster city	\$38,167	2,624	Eligible	\$63.61
Bridgeport city	\$38,077	2,285	Eligible	\$63.46
Brier city	\$102,944	6,443	Ineligible	\$171.57
Brinnon CDP	\$47,222	705	Eligible	\$78.70
Browns Point CDP	\$78,462	1,260	Ineligible	\$130.77
Brush Prairie CDP	\$59,625	2,708	Ineligible	\$99.38
Bryant CDP	\$88,590	1,815	Ineligible	\$147.65
Bryn Mawr-Skyway CDP	\$58,268	16,473	Ineligible	\$97.11
Buckley city	\$54,189	4,475	Ineligible	\$90.32
Bucoda town	\$38,603	622	Eligible	\$64.34
Buena CDP	\$25,109	1,691	Eligible	\$41.85
Bunk Foss CDP	\$96,212	3,522	Ineligible	\$160.35
Burbank CDP	\$76,531	3,114	Ineligible	\$127.55
Burien city	\$53,712	49,785	Ineligible	\$89.52
Burley CDP	\$63,100	1,735	Ineligible	\$105.17
Burlington city	\$43,439	8,509	Eligible	\$72.40
Camano CDP	\$68,002	15,500	Ineligible	\$113.34
Camas city	\$90,136	20,890	Ineligible	\$150.23
Canterwood CDP	\$126,417	3,408	Ineligible	\$210.70
Canyon Creek CDP	\$64,435	3,045	Ineligible	\$107.39
Carbonado town	\$63,036	547	Ineligible	\$105.06
Carlsborg CDP	\$29,375	675	Eligible	\$48.96
Carnation city	\$73,611	1,733	Ineligible	\$122.69
Carson CDP	\$35,727	2,361	Eligible	\$59.55
Cascade Valley CDP	\$32,188	2,280	Eligible	\$53.65
Cashmere city	\$52,461	3,146	Ineligible	\$87.44
Castle Rock city	\$41,585	2,334	Eligible	\$69.31
Cathcart CDP	\$82,222	2,553	Ineligible	\$137.04
Cathlamet town	\$39,643	612	Eligible	\$66.07
Cavalero CDP	\$98,450	4,950	Ineligible	\$164.08
Centerville CDP	\$58,750	167	Ineligible	\$97.92
Central Park CDP	\$49,107	2,652	Ineligible	\$81.85
Centralia city	\$37,100	16,683	Eligible	\$61.83
Chain Lake CDP	\$92,375	4,660	Ineligible	\$153.96

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Chehalis city	\$34,379	7,314	Eligible	\$57.30
Chelan city	\$49,905	3,974	Ineligible	\$83.18
Cheney city	\$27,600	11,171	Eligible	\$46.00
Cherry Grove CDP	\$113,750	647	Ineligible	\$189.58
Chewelah city	\$29,316	2,592	Eligible	\$48.86
Chico CDP	\$107,361	2,157	Ineligible	\$178.94
Chinook CDP	\$51,538	341	Ineligible	\$85.90
Clarkston city	\$32,042	7,330	Eligible	\$53.40
Clarkston Heights-Vineland CDP	\$63,309	6,590	Ineligible	\$105.52
Clayton CDP	\$25,150	346	Eligible	\$41.92
Cle Elum city	\$45,324	2,544	Eligible	\$75.54
Clear Lake CDP (Pierce County)	\$60,375	1,114	Ineligible	\$100.63
Clear Lake CDP (Skagit County)	\$68,542	1,061	Ineligible	\$114.24
Clearview CDP	\$100,395	3,682	Ineligible	\$167.33
Clinton CDP	\$53,875	766	Ineligible	\$89.79
Clover Creek CDP	\$59,848	6,792	Ineligible	\$99.75
Clyde Hill city	\$180,568	3,150	Ineligible	\$300.95
Cohassett Beach CDP	\$34,083	641	Eligible	\$56.81
Colfax city	\$46,114	2,842	Eligible	\$76.86
College Place city	\$42,704	8,957	Eligible	\$71.17
Colton town	\$57,279	435	Ineligible	\$95.47
Colville city	\$34,242	4,692	Eligible	\$57.07
Conconully town	\$24,750	172	Eligible	\$41.25
Concrete town	\$31,000	739	Eligible	\$51.67
Connell city	\$49,577	5,359	Ineligible	\$82.63
Cosmopolis city	\$58,304	1,547	Ineligible	\$97.17
Cottage Lake CDP	\$135,291	23,703	Ineligible	\$225.49
Coulee City town	\$43,929	634	Eligible	\$73.22
Coulee Dam town	\$51,250	1,290	Ineligible	\$85.42
Country Homes CDP	\$49,044	5,573	Ineligible	\$81.74
Coupeville town	\$44,417	2,141	Eligible	\$74.03
Covington city	\$87,811	18,689	Ineligible	\$146.35
Cowiche CDP	\$36,000	1,007	Eligible	\$60.00
Creston town	\$32,386	273	Eligible	\$53.98
Crocker CDP	\$80,114	1,385	Ineligible	\$133.52
Curlew CDP	\$28,000	117	Eligible	\$46.67
Curlew Lake CDP	\$52,054	560	Ineligible	\$86.76
Custer CDP	\$70,625	423	Ineligible	\$117.71
Dallesport CDP	\$40,357	1,365	Eligible	\$67.26
Darrington town	\$44,583	1,497	Eligible	\$74.31
Dash Point CDP	\$102,083	830	Ineligible	\$170.14
Davenport city	\$46,736	1,610	Eligible	\$77.89
Dayton city	\$37,121	2,852	Eligible	\$61.87
Deep River CDP	\$34,539	182	Eligible	\$57.57
Deer Park city	\$40,417	3,784	Eligible	\$67.36
Deming CDP	\$32,361	420	Eligible	\$53.94
Des Moines city	\$58,057	30,715	Ineligible	\$96.76
Desert Aire CDP	\$50,192	2,131	Ineligible	\$83.65
Dixie CDP	\$50,536	268	Ineligible	\$84.23
Dollars Corner CDP	\$74,276	1,101	Ineligible	\$123.79
Duluth CDP	\$87,132	1,550	Ineligible	\$145.22

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
DuPont city	\$74,971	9,054	Ineligible	\$124.95
Duvall city	\$117,674	7,373	Ineligible	\$196.12
East Cathlamet CDP	\$50,294	490	Ineligible	\$83.82
East Port Orchard CDP	\$55,824	5,109	Ineligible	\$93.04
East Renton Highlands CDP	\$91,382	11,092	Ineligible	\$152.30
East Wenatchee city	\$53,206	13,473	Ineligible	\$88.68
Eastmont CDP	\$91,444	21,274	Ineligible	\$152.41
Easton CDP	\$60,962	374	Ineligible	\$101.60
Eatonville town	\$59,306	2,830	Ineligible	\$98.84
Edgewood city	\$80,264	9,600	Ineligible	\$133.77
Edmonds city	\$75,044	40,689	Ineligible	\$125.07
Electric City city	\$63,977	1,094	Ineligible	\$106.63
Elk Plain CDP	\$64,769	14,252	Ineligible	\$107.95
Ellensburg city	\$29,952	18,637	Eligible	\$49.92
Elma city	\$27,031	3,035	Eligible	\$45.05
Elmer City town	\$43,438	307	Eligible	\$72.40
Endicott town	\$33,750	239	Eligible	\$56.25
Enetai CDP	\$57,333	1,919	Ineligible	\$95.56
Entiat city	\$43,417	1,190	Eligible	\$72.36
Enumclaw city	\$54,325	11,494	Ineligible	\$90.54
Ephrata city	\$54,737	7,948	Ineligible	\$91.23
Erlands Point-Kitsap Lake CDP	\$56,118	3,065	Ineligible	\$93.53
Eschbach CDP	\$39,861	260	Eligible	\$66.44
Esperance CDP	\$68,722	3,811	Ineligible	\$114.54
Everett city	\$49,578	105,685	Ineligible	\$82.63
Everson city	\$54,500	2,553	Ineligible	\$90.83
Fairchild AFB CDP	\$54,514	2,947	Ineligible	\$90.86
Fairfield town	\$34,821	464	Eligible	\$58.04
Fairwood CDP (King County)	\$93,490	20,032	Ineligible	\$155.82
Fairwood CDP (Spokane County)	\$59,276	8,262	Ineligible	\$98.79
Fall City CDP	\$74,744	1,729	Ineligible	\$124.57
Farmington town	\$52,250	104	Ineligible	\$87.08
Federal Way city	\$55,673	92,859	Ineligible	\$92.79
Felida CDP	\$96,000	7,744	Ineligible	\$160.00
Fern Prairie CDP	\$80,919	2,108	Ineligible	\$134.87
Ferndale city	\$51,875	12,355	Ineligible	\$86.46
Fife city	\$55,603	9,477	Ineligible	\$92.67
Fife Heights CDP	\$74,010	2,009	Ineligible	\$123.35
Finley CDP	\$70,146	5,958	Ineligible	\$116.91
Fircrest city	\$61,398	6,612	Ineligible	\$102.33
Five Corners CDP	\$63,521	19,662	Ineligible	\$105.87
Fobes Hill CDP	\$73,050	2,824	Ineligible	\$121.75
Fords Prairie CDP	\$53,103	1,815	Ineligible	\$88.51
Forks city	\$34,269	3,693	Eligible	\$57.12
Fort Lewis CDP	\$44,097	13,163	Eligible	\$73.50
Four Lakes CDP	\$67,727	221	Ineligible	\$112.88
Fox Island CDP	\$95,208	3,731	Ineligible	\$158.68
Frederickson CDP	\$69,032	19,949	Ineligible	\$115.05
Freeland CDP	\$44,375	1,803	Eligible	\$73.96
Friday Harbor town	\$44,036	2,162	Eligible	\$73.39

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Garfield town	\$41,364	496	Eligible	\$68.94
Garrett CDP	\$47,328	1,508	Eligible	\$78.88
Geneva CDP	\$81,766	2,544	Ineligible	\$136.28
George city	\$43,000	648	Eligible	\$71.67
Gig Harbor city	\$65,365	7,918	Ineligible	\$108.94
Gleed CDP	\$60,116	2,948	Ineligible	\$100.19
Glenwood CDP	\$55,000	186	Ineligible	\$91.67
Gold Bar city	\$58,516	2,193	Ineligible	\$97.53
Goldendale city	\$31,292	3,437	Eligible	\$52.15
Gorst CDP	\$39,519	484	Eligible	\$65.87
Graham CDP	\$74,107	24,976	Ineligible	\$123.51
Grand Coulee city	\$31,667	897	Eligible	\$52.78
Grand Mound CDP	\$58,529	3,329	Ineligible	\$97.55
Grandview city	\$38,990	11,083	Eligible	\$64.98
Granger city	\$38,816	3,404	Eligible	\$64.69
Granite Falls city	\$58,490	3,451	Ineligible	\$97.48
Grapeview CDP	\$62,560	1,156	Ineligible	\$104.27
Grayland CDP	\$25,938	489	Eligible	\$43.23
Grays River CDP	\$31,875	474	Eligible	\$53.13
Green Bluff CDP	\$121,036	992	Ineligible	\$201.73
Hamilton town	\$39,000	230	Eligible	\$65.00
Hansville CDP	\$61,442	3,617	Ineligible	\$102.40
Harrah town	\$48,269	680	Eligible	\$80.45
Harrington city	\$39,583	327	Eligible	\$65.97
Hartline town	\$37,083	119	Eligible	\$61.81
Hatton town	\$26,406	74	Eligible	\$44.01
Hazel Dell CDP	\$48,452	20,155	Eligible	\$80.75
Herron Island CDP	\$52,740	81	Ineligible	\$87.90
High Bridge CDP	\$98,603	3,152	Ineligible	\$164.34
Hobart CDP	\$90,032	6,362	Ineligible	\$150.05
Hockinson CDP	\$79,970	4,985	Ineligible	\$133.28
Home CDP	\$55,809	1,702	Ineligible	\$93.02
Hoodsport CDP	\$32,056	880	Eligible	\$53.43
Hoquiam city	\$32,238	8,479	Eligible	\$53.73
Hunts Point town	\$180,000	508	Ineligible	\$300.00
Ilwaco city	\$33,603	1,021	Eligible	\$56.01
Inchelium CDP	\$31,250	494	Eligible	\$52.08
Index town	\$57,159	178	Ineligible	\$95.27
Indianola CDP	\$65,893	3,486	Ineligible	\$109.82
Ione town	\$48,500	342	Eligible	\$80.83
Issaquah city	\$89,776	33,682	Ineligible	\$149.63
Jamestown CDP	\$50,625	427	Ineligible	\$84.38
Kahlotus city	\$46,528	224	Eligible	\$77.55
Kalama city	\$51,979	2,498	Ineligible	\$86.63
Kapowsin CDP	\$73,984	285	Ineligible	\$123.31
Kayak Point CDP	\$92,472	2,068	Ineligible	\$154.12
Kelso city	\$33,843	11,837	Eligible	\$56.41
Kendall CDP	\$38,790	126	Eligible	\$64.65
Kenmore city	\$90,427	21,575	Ineligible	\$150.71
Kennewick city	\$51,661	76,918	Ineligible	\$86.10
Kent city	\$60,191	124,292	Ineligible	\$100.32
Kettle Falls city	\$38,750	1,437	Eligible	\$64.58
Key Center CDP	\$60,714	3,811	Ineligible	\$101.19
Keyport CDP	\$83,214	488	Ineligible	\$138.69

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Kingston CDP	\$47,153	1,963	Eligible	\$78.59
Kirkland city	\$92,127	84,721	Ineligible	\$153.55
Kittitas city	\$39,803	1,387	Eligible	\$66.34
Klahanie CDP	\$127,589	11,586	Ineligible	\$212.65
Klickitat CDP	\$30,735	448	Eligible	\$51.23
La Center city	\$75,313	3,066	Ineligible	\$125.52
La Conner town	\$40,455	748	Eligible	\$67.43
Lacey city	\$59,407	44,825	Ineligible	\$99.01
LaCrosse town	\$41,641	265	Eligible	\$69.40
Lake Bosworth CDP	\$72,596	554	Ineligible	\$120.99
Lake Cassidy CDP	\$98,814	3,666	Ineligible	\$164.69
Lake Cavanaugh CDP	\$42,778	125	Eligible	\$71.30
Lake Forest Park city	\$92,516	13,059	Ineligible	\$154.19
Lake Goodwin CDP	\$77,525	3,577	Ineligible	\$129.21
Lake Holm CDP	\$103,790	3,416	Ineligible	\$172.98
Lake Ketchum CDP	\$77,868	948	Ineligible	\$129.78
Lake Marcel-Stillwater CDP	\$130,694	1,269	Ineligible	\$217.82
Lake McMurray CDP	\$48,281	132	Eligible	\$80.47
Lake Morton-Berrydale CDP	\$91,875	9,921	Ineligible	\$153.13
Lake Roesiger CDP	\$87,535	772	Ineligible	\$145.89
Lake Shore CDP	\$73,686	6,957	Ineligible	\$122.81
Lake Stevens city	\$74,159	29,774	Ineligible	\$123.60
Lake Stickney CDP	\$67,664	8,930	Ineligible	\$112.77
Lake Tapps CDP	\$105,129	12,710	Ineligible	\$175.22
Lakeland North CDP	\$71,166	12,380	Ineligible	\$118.61
Lakeland South CDP	\$71,792	13,460	Ineligible	\$119.65
Lakeview CDP	\$40,500	892	Eligible	\$67.50
Lakewood city	\$44,902	59,122	Ineligible	\$74.84
Lamont town	\$39,167	84	Eligible	\$65.28
Langley city	\$51,591	1,287	Ineligible	\$85.99
Larch Way CDP	\$85,658	3,834	Ineligible	\$142.76
Latah town	\$44,107	160	Eligible	\$73.51
Leavenworth city	\$43,447	2,227	Eligible	\$72.41
Lebam CDP	\$45,833	133	Eligible	\$76.39
Lewisville CDP	\$78,214	1,732	Ineligible	\$130.36
Liberty Lake city	\$64,270	8,269	Ineligible	\$107.12
Lind town	\$59,250	488	Ineligible	\$98.75
Lochsloy CDP	\$76,523	2,593	Ineligible	\$127.54
Lofall CDP	\$70,694	2,081	Ineligible	\$117.82
Long Beach city	\$23,889	1,434	Eligible	\$39.82
Longbranch CDP	\$50,870	3,023	Ineligible	\$84.78
Longview city	\$38,498	36,619	Ineligible	\$64.16
Longview Heights CDP	\$60,098	3,403	Ineligible	\$100.16
Loon Lake CDP	\$45,536	766	Eligible	\$75.89
Lower Elochoman CDP	\$53,520	130	Ineligible	\$89.20
Lyle CDP	\$39,214	578	Eligible	\$65.36
Lyman town	\$64,286	591	Ineligible	\$107.14
Lynden city	\$58,604	12,886	Ineligible	\$97.67
Lynnwood city	\$50,554	36,491	Ineligible	\$84.26
Mabton city	\$37,315	2,329	Eligible	\$62.19
Machias CDP	\$65,375	1,168	Ineligible	\$108.96
Malden town	\$32,813	168	Eligible	\$54.69

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Malott CDP	\$35,286	649	Eligible	\$58.81
Maltby CDP	\$103,584	11,220	Ineligible	\$172.64
Manchester CDP	\$65,438	5,094	Ineligible	\$109.06
Mansfield town	\$47,083	291	Eligible	\$78.47
Manson CDP	\$38,833	1,284	Eligible	\$64.72
Maple Heights-Lake Desire CDP	\$105,819	3,416	Ineligible	\$176.37
Maple Valley city	\$100,443	24,682	Ineligible	\$167.41
Maplewood CDP	\$90,568	4,961	Ineligible	\$150.95
Marcus town	\$35,250	163	Eligible	\$58.75
Marietta-Alderwood CDP	\$41,720	4,704	Eligible	\$69.53
Marrowstone CDP	\$60,463	1,242	Ineligible	\$100.77
Martha Lake CDP	\$79,015	17,163	Ineligible	\$131.69
Marysville city	\$65,434	63,760	Ineligible	\$109.06
Mattawa city	\$46,017	4,516	Eligible	\$76.70
McChord AFB CDP	\$47,500	3,288	Eligible	\$79.17
McCleary city	\$49,196	1,965	Ineligible	\$81.99
McKenna CDP	\$71,490	970	Ineligible	\$119.15
McMillin CDP	\$81,111	1,399	Ineligible	\$135.19
Mead CDP	\$56,042	7,363	Ineligible	\$93.40
Meadow Glade CDP	\$89,567	2,649	Ineligible	\$149.28
Meadowdale CDP	\$90,076	2,806	Ineligible	\$150.13
Medical Lake city	\$41,542	4,924	Eligible	\$69.24
Medina city	\$174,063	3,120	Ineligible	\$290.11
Mercer Island city	\$126,106	24,120	Ineligible	\$210.18
Mesa city	\$52,500	352	Ineligible	\$87.50
Metaline Falls town	\$25,729	136	Eligible	\$42.88
Metaline town	\$58,750	206	Ineligible	\$97.92
Methow CDP	\$111,667	49	Ineligible	\$186.11
Midland CDP	\$41,205	8,349	Eligible	\$68.68
Mill Creek city	\$86,965	19,028	Ineligible	\$144.94
Mill Creek East CDP	\$101,496	17,967	Ineligible	\$169.16
Millwood city	\$51,696	1,686	Ineligible	\$86.16
Milton city	\$66,050	7,219	Ineligible	\$110.08
Mineral CDP	\$32,588	188	Eligible	\$54.31
Minnehaha CDP	\$60,236	9,548	Ineligible	\$100.39
Mirrormont CDP	\$103,250	3,763	Ineligible	\$172.08
Monroe city	\$67,844	17,734	Ineligible	\$113.07
Monroe North CDP	\$113,077	1,584	Ineligible	\$188.46
Montesano city	\$60,563	3,894	Ineligible	\$100.94
Morton city	\$36,739	1,296	Eligible	\$61.23
Moses Lake city	\$48,174	21,579	Eligible	\$80.29
Moses Lake North CDP	\$32,028	4,057	Eligible	\$53.38
Mossyrock city	\$39,938	789	Eligible	\$66.56
Mount Vernon city	\$47,308	32,957	Ineligible	\$78.85
Mount Vista CDP	\$72,193	7,995	Ineligible	\$120.32
Mountlake Terrace city	\$65,069	20,521	Ineligible	\$108.45
Moxee city	\$55,373	3,702	Ineligible	\$92.29
Mukilteo city	\$94,863	20,818	Ineligible	\$158.11
Naches town	\$39,643	881	Eligible	\$66.07
Napavine city	\$44,432	1,748	Eligible	\$74.05
Naselle CDP	\$46,667	342	Eligible	\$77.78
Navy Yard City CDP	\$47,119	2,622	Eligible	\$78.53
Neah Bay CDP	\$32,120	945	Eligible	\$53.53

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Neilton CDP	\$52,031	361	Ineligible	\$86.72
Nespelem town	\$39,063	173	Eligible	\$65.11
Newcastle city	\$111,967	10,994	Ineligible	\$186.61
Newport city	\$30,708	2,263	Eligible	\$51.18
Nile CDP	\$75,542	89	Ineligible	\$125.90
Nisqually Indian Community CDP	\$53,438	644	Ineligible	\$89.06
Nooksack city	\$61,146	1,807	Ineligible	\$101.91
Normandy Park city	\$89,736	6,568	Ineligible	\$149.56
North Bend city	\$82,243	6,305	Ineligible	\$137.07
North Bonneville city	\$57,625	1,317	Ineligible	\$96.04
North Fort Lewis CDP	\$62,083	3,682	Ineligible	\$103.47
North Lynnwood CDP	\$61,234	18,829	Ineligible	\$102.06
North Marysville CDP	\$68,083	137	Ineligible	\$113.47
North Omak CDP	\$45,492	773	Eligible	\$75.82
North Puyallup CDP	\$49,500	1,758	Ineligible	\$82.50
North Sultan CDP	\$105,875	201	Ineligible	\$176.46
North Yelm CDP	\$36,365	2,700	Eligible	\$60.61
Northport town	\$25,066	334	Eligible	\$41.78
Oak Harbor city	\$46,621	22,331	Eligible	\$77.70
Oakesdale town	\$49,196	543	Ineligible	\$81.99
Oakville city	\$46,583	725	Eligible	\$77.64
Ocean City CDP	\$29,276	156	Eligible	\$48.79
Ocean Park CDP	\$18,333	1,315	Eligible	\$30.56
Ocean Shores city	\$41,497	5,637	Eligible	\$69.16
Odessa town	\$35,119	744	Eligible	\$58.53
Okanogan city	\$36,313	2,594	Eligible	\$60.52
Olympia city	\$53,617	48,941	Ineligible	\$89.36
Omak city	\$32,044	4,812	Eligible	\$53.41
Onalaska CDP	\$60,556	977	Ineligible	\$100.93
Orchards CDP	\$61,263	21,299	Ineligible	\$102.11
Orient CDP	\$14,250	73	Eligible	\$23.75
Oroville city	\$30,082	1,863	Eligible	\$50.14
Orting city	\$72,114	7,078	Ineligible	\$120.19
Othello city	\$48,012	7,624	Eligible	\$80.02
Otis Orchards-East Farms CDP	\$60,682	6,792	Ineligible	\$101.14
Pacific city	\$57,755	6,954	Ineligible	\$96.26
Packwood CDP	\$60,208	212	Ineligible	\$100.35
Palouse city	\$57,629	1,071	Ineligible	\$96.05
Parkland CDP	\$46,503	36,318	Ineligible	\$77.51
Parkwood CDP	\$54,346	7,294	Ineligible	\$90.58
Pasco city	\$55,319	67,391	Ineligible	\$92.20
Pateros city	\$39,375	678	Eligible	\$65.63
Pe Ell town	\$44,375	553	Eligible	\$73.96
Peaceful Valley CDP	\$45,320	3,654	Eligible	\$75.53
Picnic Point CDP	\$91,805	9,094	Ineligible	\$153.01
Pine Grove CDP	\$37,639	136	Eligible	\$62.73
Point Roberts CDP	\$51,474	1,270	Ineligible	\$85.79
Pomeroy city	\$42,216	1,279	Eligible	\$70.36
Port Angeles city	\$40,523	19,200	Eligible	\$67.54
Port Angeles East CDP	\$53,889	3,406	Ineligible	\$89.82
Port Gamble Tribal Community CDP	\$43,125	898	Eligible	\$71.88

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Port Hadlock-Irondale CDP	\$37,878	3,552	Eligible	\$63.13
Port Ludlow CDP	\$67,567	2,382	Ineligible	\$112.61
Port Orchard city	\$62,587	13,004	Ineligible	\$104.31
Port Townsend city	\$42,742	9,208	Eligible	\$71.24
Poulsbo city	\$56,226	9,588	Ineligible	\$93.71
Prairie Heights CDP	\$85,743	4,306	Ineligible	\$142.91
Prairie Ridge CDP	\$73,901	12,495	Ineligible	\$123.17
Prescott city	\$28,854	377	Eligible	\$48.09
Prosser city	\$53,345	5,819	Ineligible	\$88.91
Puget Island CDP	\$48,015	798	Eligible	\$80.03
Pullman city	\$26,228	31,502	Ineligible	\$43.71
Purdy CDP	\$39,574	1,074	Eligible	\$65.96
Puyallup city	\$63,376	38,720	Ineligible	\$105.63
Queets CDP	\$35,750	175	Eligible	\$59.58
Quilcene CDP	\$50,486	437	Ineligible	\$84.14
Qui-nai-elt Village CDP	\$98,333	69	Ineligible	\$163.89
Quincy city	\$48,222	7,163	Eligible	\$80.37
Raft Island CDP	\$100,536	305	Ineligible	\$167.56
Rainier city	\$68,942	2,219	Ineligible	\$114.90
Ravensdale CDP	\$83,542	1,162	Ineligible	\$139.24
Raymond city	\$32,475	2,800	Eligible	\$54.13
Reardan town	\$40,500	675	Eligible	\$67.50
Redmond city	\$103,409	57,959	Ineligible	\$172.35
Renton city	\$64,802	97,234	Ineligible	\$108.00
Republic city	\$26,136	1,154	Eligible	\$43.56
Richland city	\$67,483	52,291	Ineligible	\$112.47
Ridgefield city	\$79,243	5,693	Ineligible	\$132.07
Ritzville city	\$39,250	1,603	Eligible	\$65.42
River Road CDP	\$31,011	383	Eligible	\$51.69
Riverbend CDP	\$97,394	2,121	Ineligible	\$162.32
Riverside town	\$32,500	402	Eligible	\$54.17
Rochester CDP	\$59,409	2,249	Ineligible	\$99.02
Rock Island city	\$38,229	856	Eligible	\$63.72
Rockford town	\$59,167	367	Ineligible	\$98.61
Rockport CDP	\$31,625	78	Eligible	\$52.71
Rocky Point CDP	\$44,706	1,592	Eligible	\$74.51
Roosevelt CDP	\$24,250	148	Eligible	\$40.42
Rosalia town	\$39,205	635	Eligible	\$65.34
Rosburg CDP	\$46,250	429	Eligible	\$77.08
Rosedale CDP	\$89,632	4,620	Ineligible	\$149.39
Roslyn city	\$52,750	911	Ineligible	\$87.92
Roy city	\$51,765	634	Ineligible	\$86.28
Royal City city	\$30,492	1,695	Eligible	\$50.82
Ruston town	\$81,513	915	Ineligible	\$135.86
Ryderwood CDP	\$42,778	281	Eligible	\$71.30
Salmon Creek CDP	\$71,314	21,301	Ineligible	\$118.86
Sammamish city	\$147,349	50,163	Ineligible	\$245.58
Santiago CDP	\$27,500	19	Eligible	\$45.83
Satsop CDP	\$52,885	621	Ineligible	\$88.14
Seabeck CDP	\$77,404	1,306	Ineligible	\$129.01
SeaTac city	\$45,985	27,859	Ineligible	\$76.64
Seattle city	\$70,594	653,017	Ineligible	\$117.66
Sedro-Woolley city	\$41,652	10,673	Eligible	\$69.42

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Selah city	\$49,415	7,531	Ineligible	\$82.36
Sequim city	\$38,761	6,695	Eligible	\$64.60
Shadow Lake CDP	\$88,750	2,714	Ineligible	\$147.92
Shelton city	\$37,072	9,810	Eligible	\$61.79
Shoreline city	\$66,020	54,774	Ineligible	\$110.03
Silver Firs CDP	\$103,186	22,153	Ineligible	\$171.98
Silverdale CDP	\$61,021	20,053	Ineligible	\$101.70
Sisco Heights CDP	\$92,283	2,829	Ineligible	\$153.81
Skamokawa Valley CDP	\$19,375	377	Eligible	\$32.29
Skokomish CDP	\$32,500	691	Eligible	\$54.17
Skykomish town	\$32,500	130	Eligible	\$54.17
Snohomish city	\$55,648	9,437	Ineligible	\$92.75
Snoqualmie city	\$124,264	12,115	Ineligible	\$207.11
Snoqualmie Pass CDP	\$53,250	249	Ineligible	\$88.75
Soap Lake city	\$28,800	1,766	Eligible	\$48.00
South Bend city	\$30,658	1,703	Eligible	\$51.10
South Cle Elum town	\$55,250	552	Ineligible	\$92.08
South Creek CDP	\$47,292	2,140	Eligible	\$78.82
South Hill CDP	\$75,241	55,592	Ineligible	\$125.40
South Prairie town	\$64,531	292	Ineligible	\$107.55
South Wenatchee CDP	\$53,644	1,728	Ineligible	\$89.41
Southworth CDP	\$73,661	2,393	Ineligible	\$122.77
Spanaway CDP	\$59,303	29,214	Ineligible	\$98.84
Spangle city	\$36,500	186	Eligible	\$60.83
Spokane city	\$42,386	210,695	Ineligible	\$70.64
Spokane Valley city	\$47,430	92,286	Ineligible	\$79.05
Sprague city	\$31,250	589	Eligible	\$52.08
Springdale town	\$24,750	304	Eligible	\$41.25
St. John town	\$30,417	597	Eligible	\$50.70
Stansberry Lake CDP	\$56,520	2,312	Ineligible	\$94.20
Stanwood city	\$53,919	6,560	Ineligible	\$89.87
Starbuck town	\$33,558	90	Eligible	\$55.93
Startup CDP	\$32,011	696	Eligible	\$53.35
Steilacoom town	\$59,750	6,118	Ineligible	\$99.58
Steptoe CDP	\$62,750	184	Ineligible	\$104.58
Stevenson city	\$41,125	1,402	Eligible	\$68.54
Sudden Valley CDP	\$74,805	6,815	Ineligible	\$124.68
Sultan city	\$55,638	4,744	Ineligible	\$92.73
Sumas city	\$55,161	1,563	Ineligible	\$91.94
Summit CDP	\$63,967	7,467	Ineligible	\$106.61
Summit View CDP	\$59,578	7,014	Ineligible	\$99.30
Summitview CDP	\$93,359	1,501	Ineligible	\$155.60
Sumner city	\$53,445	9,584	Ineligible	\$89.08
Sunday Lake CDP	\$86,813	838	Ineligible	\$144.69
Sunnyside city	\$35,699	16,204	Eligible	\$59.50
Sunnyslope CDP	\$80,565	3,452	Ineligible	\$134.28
Suquamish CDP	\$55,643	4,220	Ineligible	\$92.74
Swede Heaven CDP	\$52,250	829	Ineligible	\$87.08
Tacoma city	\$52,042	203,481	Ineligible	\$86.74
Taholah CDP	\$29,423	844	Eligible	\$49.04
Tanglewilde CDP	\$57,500	6,110	Ineligible	\$95.83
Tanner CDP	\$153,750	1,048	Ineligible	\$256.25
Tekoa city	\$44,205	824	Eligible	\$73.68
Tenino city	\$50,184	1,915	Ineligible	\$83.64

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Terrace Heights CDP	\$55,439	6,952	Ineligible	\$92.40
Thorp CDP	\$50,139	351	Ineligible	\$83.57
Three Lakes CDP	\$91,750	2,902	Ineligible	\$152.92
Tieton city	\$41,711	1,391	Eligible	\$69.52
Toledo city	\$43,000	605	Eligible	\$71.67
Tonasket city	\$18,576	1,053	Eligible	\$30.96
Toppenish city	\$34,152	9,006	Eligible	\$56.92
Torboy CDP	\$36,333	126	Eligible	\$60.56
Touchet CDP	\$47,917	436	Eligible	\$79.86
Town and Country CDP	\$62,035	5,481	Ineligible	\$103.39
Tracyton CDP	\$65,149	6,205	Ineligible	\$108.58
Trout Lake CDP	\$57,115	640	Ineligible	\$95.19
Tukwila city	\$45,923	19,757	Eligible	\$76.54
Tumwater city	\$56,512	18,478	Ineligible	\$94.19
Twin Lakes CDP	\$27,750	103	Eligible	\$46.25
Twisp town	\$31,406	976	Eligible	\$52.34
Union CDP	\$68,934	345	Ineligible	\$114.89
Union Gap city	\$35,777	6,042	Eligible	\$59.63
Union Hill-Novelty Hill CDP	\$125,651	21,510	Ineligible	\$209.42
Uniontown town	\$63,636	418	Ineligible	\$106.06
University Place city	\$58,139	31,991	Ineligible	\$96.90
Upper Elochoman CDP	\$51,250	51	Ineligible	\$85.42
Vader city	\$42,386	674	Eligible	\$70.64
Vancouver city	\$50,626	168,050	Ineligible	\$84.38
Vashon CDP	\$71,820	10,189	Ineligible	\$119.70
Vaughn CDP	\$56,250	527	Ineligible	\$93.75
Venersborg CDP	\$97,500	3,823	Ineligible	\$162.50
Verlot CDP	\$54,750	115	Ineligible	\$91.25
Waitsburg city	\$48,250	1,128	Eligible	\$80.42
Walla Walla city	\$41,750	31,957	Ineligible	\$69.58
Walla Walla East CDP	\$93,100	1,767	Ineligible	\$155.17
Waller CDP	\$64,985	7,998	Ineligible	\$108.31
Walnut Grove CDP	\$63,863	9,732	Ineligible	\$106.44
Wapato city	\$32,722	5,075	Eligible	\$54.54
Warden city	\$41,406	2,735	Eligible	\$69.01
Warm Beach CDP	\$76,458	2,397	Ineligible	\$127.43
Washougal city	\$65,052	14,777	Ineligible	\$108.42
Washtucna town	\$56,250	279	Ineligible	\$93.75
Waterville town	\$43,782	1,869	Eligible	\$72.97
Wauna CDP	\$71,922	4,451	Ineligible	\$119.87
Waverly town	\$51,042	80	Ineligible	\$85.07
Wenatchee city	\$46,865	32,950	Ineligible	\$78.11
West Clarkston-Highland CDP	\$39,754	5,470	Eligible	\$66.26
West Pasco CDP	\$84,208	2,223	Ineligible	\$140.35
West Richland city	\$82,795	13,048	Ineligible	\$137.99
West Side Highway CDP	\$55,703	5,812	Ineligible	\$92.84
Westport city	\$32,917	1,965	Eligible	\$54.86
Whidbey Island Station CDP	\$27,857	1,938	Eligible	\$46.43
White Center CDP	\$43,516	14,728	Eligible	\$72.53
White Salmon city	\$47,426	2,212	Eligible	\$79.04
White Swan CDP	\$35,917	652	Eligible	\$59.86

Place	MHI (\$)	Population	Eligibility for SFAP, CWSRF, Centennial Preconstruction Hardship	~ Monthly Sewer Fee Needed to be 2% of MHI and Eligible for CWSRF/Centennial Construction Hardship
Wilbur town	\$35,433	682	Eligible	\$59.06
Wilderness Rim CDP	\$96,750	1,476	Ineligible	\$161.25
Wilkeson town	\$58,906	406	Ineligible	\$98.18
Willapa CDP	\$48,750	233	Eligible	\$81.25
Wilson Creek town	\$42,083	185	Eligible	\$70.14
Winlock city	\$41,563	1,513	Eligible	\$69.27
Winthrop town	\$40,938	364	Eligible	\$68.23
Wishram CDP	\$41,250	364	Eligible	\$68.75
Wollochet CDP	\$79,327	5,930	Ineligible	\$132.21
Woodinville city	\$99,394	11,373	Ineligible	\$165.66
Woodland city	\$62,430	5,589	Ineligible	\$104.05
Woods Creek CDP	\$94,031	5,652	Ineligible	\$156.72
Woodway city	\$148,333	1,337	Ineligible	\$247.22
Yacolt town	\$63,889	1,819	Ineligible	\$106.48
Yakima city	\$40,726	93,261	Ineligible	\$67.88
Yarrow Point town	\$203,393	1,172	Ineligible	\$338.99
Yelm city	\$49,029	7,701	Ineligible	\$81.72
Zillah city	\$60,068	3,100	Ineligible	\$100.11

Appendix M: Quantifying Benefit for Stormwater Projects

Applicants with stormwater retrofit projects seeking SFAP funding can estimate the water quality benefit of the project by using Section D of the document, “*Design Deliverables for Projects with Ecology Funding*”. The document can be found at <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWDesignDeliv090116.pdf>.

Appendix N: Sample Scope of Work for Stormwater Facility Projects

This appendix is provided to assist SFAP funding applicants in developing a scope of work that is in-line with Ecology's standard scope of work for stormwater facility grants and to streamline the agreement development process.

Text from this appendix may be copied into EAGL directly. Proposed projects will not necessarily include all tasks listed and may have additional tasks which have not been included in this sample. Please note that the EAGL system will remove all special fonts and convert the text into plain text format.

Sample Scope of Work for Stormwater Facility Projects

Task Number: 1

Task Cost:

Task Title: Project Administration/Management

Task Description:

- A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; and a recipient closeout report (including photos).
- B. The RECIPIENT shall maintain documentation demonstrating compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.
- C. The RECIPIENT shall manage the project. Efforts include, but are not limited to: conducting, coordinating, and scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; ECOLOGY; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement: Properly managed and fully documented project that meets ECOLOGY's grant or loan administrative requirements.

Task Expected Outcome: Timely and complete submittal of requests for reimbursement, quarterly progress reports, and RECIPIENT closeout report. Properly maintained project documentation.

Recipient Task Coordinator:

Project Administration/Management

Deliverables

Number	Description	Due Date
1.1	Progress Reports	
1.2	Recipient Closeout Report	
1.3	Project Outcome Summary Report	

Task Number: 2

Task Cost:

Task Title: Design Plans and Specs, Environmental Review

Task Description:

The RECIPIENT shall ensure the following items are completed and provide the associated deliverables to ECOLOGY.

- A. The RECIPIENT will coordinate the preparation and submittal of State Environmental Policy Act (SEPA) documentation.
- B. The RECIPIENT is responsible for application of, receipt of, and compliance with all required local, state, tribal and federal permits, licenses, easements, or property rights necessary for the project.
- C. The RECIPIENT will comply with Executive Order (05-05) cultural resources review requirements. To initiate cultural resources review the RECIPIENT will:
 1. Submit a Department of Archaeology and Historic Preservation (DAHP) EZ-1 Form, Ecology's ECY 05-05/106 form (<https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070537.html>), or a cultural resources survey or assessment completed by a licensed archaeologist to ECOLOGY. All submitted materials must conform to the Washington State Standards for Cultural Resource Reporting (DAHP February 2014).
 2. Develop and submit an Inadvertent Discovery Plan (IDP) to ECOLOGY. The RECIPIENT will ensure that all contractors and subcontractors have a copy of the completed IDP prior to and while working on-site. An IDP template may be found at <https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070560.html>.

Ground disturbing work (including geotechnical investigations) completed prior to receiving written notice to proceed from ECOLOGY shall not be eligible for reimbursement.

- D. The RECIPIENT will develop a project design. Projects must be designed in accordance with the Stormwater Management Manual for Eastern Washington, Stormwater Management Manual for Western Washington, or equivalent manual. Project must be reviewed and accepted in writing by ECOLOGY to be eligible for reimbursement.
- E. The RECIPIENT will submit one hard copy and one digital copy of the items listed below to ECOLOGY for acceptance. Design figures must be reduced to 11x17 inches in size and must be legible.
 1. Design Report. For a complete list of required design report elements refer to <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWDelivChecklist101416.doc>.

90 Percent Design Package. At a minimum, this package must include 90 percent plans, specifications, engineer's opinion of cost which includes a schedule of eligible costs, and project construction schedule.

For current bid inserts refer to:

<http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramBidInsert032515.pdf>.

For the current bid specification clause refer to:

<http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWProgramSpecClauses052912.pdf>.

F. The RECIPIENT agrees to respond to ECOLOGY comments.

1. The RECIPIENT must receive an Ecology Design Report Acceptance Letter prior to proceeding to 90 Percent design.
2. The RECIPIENT must receive an Ecology 90 Percent Design Acceptance Letter prior to proceeding to project advertisement for bid and construction.

At its discretion, ECOLOGY may require the RECIPIENT to resubmit revised documents for further ECOLOGY review prior to accepting the project design.

G. All materials submitted to ECOLOGY for acceptance must be approved by the RECIPIENT prior to submittal to ECOLOGY.

H. The RECIPIENT will submit to ECOLOGY a digital copy of the Final Bid Package including: project plans, specifications, engineer's opinion of cost which includes a schedule of eligible costs, and project construction schedule.

Task Goal Statement: The RECIPIENT will complete all design, environmental review and permitting tasks and respond to ECOLOGY comments in a timely manner.

Task Expected Outcome: The project will meet the requirements set forth by the State Environmental Policy Act, cultural resource protection requirements, ECOLOGY water quality facility design standards, and all other applicable federal, state and local laws and regulations.

Recipient Task Coordinator:

Design Plans and Specs, Environmental Review

Deliverables

Number	Description	Due Date
2.1	Copy of SEPA determination documentation. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.2	Complete DAHP EZ-1 Form or Ecology's ECY 05-05/106 form. Submit supplemental cultural resources documentation if available. Upload to EAGL and notify ECOLOGY when upload is complete. Cultural Resource surveys should be submitted directly to the ECOLOGY Project Manager and should not be uploaded to the EAGL system.	

Number	Description	Due Date
2.3	Inadvertent Discovery Plan. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.4	Design Report. Upload to EAGL and notify ECOLOGY when upload is complete. Submit one hard copy of Design Report to ECOLOGY Engineer.	
2.5	Responses to ECOLOGY Design Report Comments. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.6	Ecology Design Report Acceptance Letter. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.7	90 percent Design Plans, Bid Specifications, and Engineer's Estimate. Upload to EAGL and notify ECOLOGY when upload is complete. Submit one hard copy of 90 percent Design Plans, Bid Specifications, and Engineer's Estimate to ECOLOGY Engineer.	
2.8	Responses to ECOLOGY 90 Percent Design Plan comments. Upload to EAGL and notify ECOLOGY when upload is complete. This may take several exchanges and may require revision of the 90 Percent Design Package. Submit one hard copy of revisions of the 90 Percent Design Package to ECOLOGY Project Manager. ECOLOGY Project Manager will forward the 90 Percent Design Package to ECOLOGY Engineer for review.	
2.9	Ecology 90 percent Design Acceptance Letter. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.10	List of permits acquired, and environmental review documents. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.11	Final Bid Package. Upload to EAGL and notify ECOLOGY when upload is complete.	

Task Number: 3

Task Cost:

Task Title: Construction Management

Task Description:

- A. The RECIPIENT will provide construction oversight and management of the project.
- B. The RECIPIENT will submit a detailed construction quality assurance plan to ECOLOGY before the start of construction. This plan must describe how adequate and competent construction oversight will be performed.
- C. The RECIPIENT will conduct a pre-construction conference meeting and invite ECOLOGY to attend.
- D. The RECIPIENT will submit an updated project schedule with projected cash flow to ECOLOGY within 30 days of the start of construction. The project schedule will be revised and/or updated whenever major changes occur and at a minimum of every three months. The

RECIPIENT will submit the updated schedule to ECOLOGY with the quarterly report. When changes in the construction schedule affect previous cash flow estimates, revised cash flow projections must also be submitted to ECOLOGY.

- E. Prior to execution, the RECIPIENT will submit any eligible change orders that are a significant deviation from ECOLOGY-accepted plans and specifications in writing for ECOLOGY review and acceptance for payment. Ecology must review and accept all change orders that impact grant eligible activities prior to implementation. All other change orders must be reviewed by ECOLOGY for technical merit and should be submitted within 30 days after execution. Change orders are to be signed by the contractor, the engineer (if appropriate), and the RECIPIENT prior to submittal to ECOLOGY for acceptance.
- F. The RECIPIENT will operate and maintain the constructed facility for the design life of the facility. Additionally, the RECIPIENT will develop and submit an operations and maintenance plan for all stormwater treatment, flow control, and low impact development (LID) features. The operation and maintenance plan will describe how the RECIPIENT will ensure project success consistent with the design manual used. The operation and maintenance plan must also address long-term activities to assure ongoing pollutant removal and flow-control capability of the project in accordance with the design manual.
- G. Upon completion of construction, the RECIPIENT will provide to ECOLOGY:
 - 1. A Stormwater Construction Completion Form signed by a professional engineer indicating that the project was completed in accordance with the plans and specifications and major change orders approved by ECOLOGY's Project Engineer and shown on the Record Drawings. The Stormwater Construction Completion Form can be found at <http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/FY11SWConstCompForm082415.doc>.
 - 2. GIS compatible project area data in an ECOLOGY-approved format (.zip file).

Task Goal Statement: The RECIPIENT will oversee and manage construction, communicate with ECOLOGY in a timely fashion, and provide ECOLOGY with all requested project documentation.

Task Expected Outcome: Project will be constructed on schedule and in accordance with accepted plans.

Recipient Task Coordinator:

Construction Management

Deliverables

Number	Description	Due Date
3.1	Construction Quality Assurance Plan. Upload to EAGL and notify ECOLOGY when upload is complete.	
3.2	Pre-construction conference meeting minutes. Upload to EAGL and notify ECOLOGY when upload is complete.	
3.3	Project Schedule. Upload to EAGL using naming convention D3.3 SCHEDULE MO-DA-YEAR and notify ECOLOGY when upload is complete.	

Number	Description	Due Date
3.4	Revised Cash Flow Estimates when changes in construction schedule occur. Upload to EAGL using naming convention D3.4 CASHFLOW MO-DA-YEAR and notify ECOLOGY when upload is complete.	
3.5	Change Order(s). Upload to EAGL and notify ECOLOGY when upload is complete.	
3.6	Copy of Facility Operation and Maintenance Plan. Upload to EAGL using naming convention D3.6 OPANDMAINTENANCE MO-DA-YEAR and notify ECOLOGY when upload is complete.	
3.7	Stormwater Construction Completion Form. Upload to EAGL using naming convention D3.7 SWCONSTRUCTIONCOMPLETIONFORM and notify ECOLOGY when upload is complete.	
3.8	Project Area Shapefile or ECOLOGY-Approved Equivalent (.zip file). Upload to EAGL and notify ECOLOGY when upload is complete.	

Task Number: 4

Task Cost:

Task Title: Construction

Task Description:

- A. The RECIPIENT will, in accordance with ECOLOGY-accepted plans and specifications, complete construction of the project. The construction project will include installation of (NAME OF BMPs FROM PROJECT SHORT DESCRIPTION) to mitigate runoff from (ACRES) of pollution generating impervious surfaces.
- B. Calculate and submit an equivalent new/re-development area for the completed retrofit project(s) using the methods outlined in Section D of the document, “*Design Deliverables for Projects with Ecology Funding*” (<http://www.ecy.wa.gov/programs/wq/funding/Res/Forms/SWDesignDeliv090116.pdf>) or other ECOLOGY-approved method.

Task Goal Statement: Project will be constructed in accordance with ECOLOGY-accepted plans and specifications.

Task Expected Outcome: Constructed project will provide water quality benefits including reductions in (LIST PARAMETERS FROM SHORT PROJECT DESCRIPTION).

Recipient Task Coordinator:

Construction

Deliverables

Number	Description	Due Date
4.1	Copy of the contract documents (e.g. bid announcement, bid award and bid tabulations). Upload to EAGL and notify ECOLOGY when upload is complete.	
4.2	Copy of signed and dated construction contract. Upload to EAGL and notify ECOLOGY when upload is complete.	
4.3	Construction progress reports and photos included in quarterly reports.	
4.4	Completed equivalent new/redevelopment area determination. Upload to EAGL and notify ECOLOGY when upload is complete.	

For other tasks, use the following format.

Task Number: 5

Task Cost:

Task Title: (50 Character Limit)

Task Description: (3,500 Character Limit)

Task Goal Statement: (1,500 Character Limit)

Task Expected Outcome: (1,500 Character Limit)

Recipient Task Coordinator:

[Task 5 Title]

Deliverables

Number	Description	Due Date
5.1	(500 Character Limit)	
5.2	(500 Character Limit)	
5.3	(500 Character Limit)	