Fiscal Year 2008 Reclaimed Water Grants Program
Application Form

This FY 2008 Application Form can be found at:

http://www.ecy.wa.gov/programs/wq/funding/funding.html

Related "RESOURCE INFORMATION" immediately follows the application.

If you need this document in an alternate format, please contact us at 360-407-6502. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.

Part 1

FY 2008 Reclaimed Water Grants Program Application

WASHINGTON STATE DEPARTMENT OF ECOLOGY

ECOLOGY USE
Application No. _____

1. PROJECT TITLE:

2. APPLICANT NAME: (Local Government)	3. FEDERAL ID NO:

4. APPLICANT SIGNATORY: (The person whose name is listed here must sign Box 11 of this application)	
Name:	
Title:	Telephone Number:
Address:	

5. APPLICANT STAFF CONTACT:		
Name:		
Title:	Telephone Number:	E-Mail Address:
Address:		

6. PROJECT INFORMATION:		
What is the population in the PROJECT area? _____		
Is the PROJECT located in a basin with salmonid stocks listed as threatened or endangered in accordance with the Endangered Species Act?	☐ Yes	☐ No
Is the PROJECT statewide?	☐ Yes	☐ No
*If **NO,** list below the county(ies), Water Resource Inventory Area designation(s), Legislative district(s), and Congressional district(s) where at least five percent of the PROJECT will be accomplished.*		

Please Note: You must select a primary location and then provide additional location information as applicable. All separate designations (County, Legislative District, Congressional District, and WRIA) must equal 100 percent (list from greatest to least percentage, and break any ties by at least one percentage point).

County(ies) for the Project:

Name	Percent
Primary	

WRIA(s) for the project:

Water Resource Inventory Area	Percent
Primary	

HUC Code for the Project: http://water.usgs.gov/nawqa/sparrow/wrr97/geograp/geograp.html

Hydrologic Unit Code	Percent
Primary	

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Congressional District(s) for the Project:		Legislative District(s) for the Project:		Water Body for the Project: http://nhd.usgs.gov/index.html	
Number	Percent	Name	Percent	Segment and Reach (NHD)	Percent
Primary		Primary		Primary	

Provide GPS coordinates representative of your project location and the water body affected. The project location is the approximate center of where you will be working. The water body location should be located in the water body affected by the project, or the project location for ground water projects. Facilities projects should report the outfall location or center of the land application site.

Location	Latitude/Longitude	Primary Site	Secondary Site	Tertiary Site
Project Location	Latitude: (e.g., 45.3530)			
	Longitude: (e.g., 120.4510)			

7. PROJECT DURATION:

Anticipated Start Date: _____ Costs may not be incurred until a grant or loan agreement is signed unless prior authorization is allowed. See Program Guidelines for details.

Project Length: _____ months

Anticipated Project Completion Date: _____

For all projects:

Is the affected water body listed on the Clean Water Act Section 303(d) List as impaired? Yes ☐ No ☐

If yes, what is the 303(d)-Listing identification? _____

Type(s) of water bodies that the proposal targets: *(check all that apply)*

- ☐ Freshwater rivers
- ☐ Freshwater lakes
- ☐ Freshwater wetlands
- ☐ Ground water
- ☐ Direct marine water
- ☐ Saltwater estuary
- ☐ Other (specify) _____

Needs that this project will address: *(check all that apply)*

- ☐ Endangered salmonids
- ☐ Threatened salmonids
- ☐ Other Endangered Species Act protected species (identify) _____
- ☐ Protection of shellfish habitat
- ☐ Protection of domestic water supply
- ☐ TMDL requirements
- ☐ NPDES requirements
- ☐ Other (specify) _____

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8. PROJECT ELEMENT(S):	
Check which project elements are included in the scope of work, and attach the required Ecology approval documents. All projects must comply with the review requirements of Chapter 173-240 WAC.	
Proposal to obtain financial assistance for:	**Prerequisite Ecology Approvals:**
☐ Site specific engineering report or facilities planning	No Prerequisite for application
☐ Design	No Prerequisite for application
☐ Construction	Provide the date of the approved engineering report or facilities plan and any amendments. Date of Ecology Approval: _____ (attach a copy of approval letter)
☐ Design/Build	Provide the date of the approved engineering report or facilities plan and any amendments. Date of Ecology Approval: _____ (attach a copy of approval letter)

9. FUNDING REQUEST: *(Identify the amount of funding requested to complete your project.)*	
Check for consistency with costs provided in Part 2, Question 2.	**Project Amount & Terms:**
Total Project Cost This amount represents the full cost of the project.	$ _____
Eligible Project Cost This amount represents that portion of the project cost that is eligible for Ecology grant or loan assistance.	$ _____
Ecology Grant Request *(Choose One)* ☐ **Feasibility assessment projects** up to $250,000 ☐ **Other eligible projects**	 $ _____ $ _____
Even if you believe your project has a VERY HIGH ecological benefit, BUT your project is rated lower, would you still accept a 60 percent grant?	☐ Yes ☐ No
Matching Funds in Project Identify any sources of other funds anticipated to complete the project. Source _____ Source _____ Source _____	Amount requested (or to be requested) from these agencies: $ _____ $ _____ $ _____

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10. BRIEF PROJECT DESCRIPTION (to appear in the funding list): *(50 words or less)*

11. APPLICATION CERTIFICATION:

I CERTIFY TO THE BEST OF MY KNOWLEDGE THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND THAT I AM THE **LEGALLY AUTHORIZED SIGNATORY** OR DESIGNEE FOR THE SUBMITTAL OF THIS INFORMATION ON BEHALF OF THE APPLICANT.

Printed Name	Signature
Title	Date

12. APPLICATION SUBMITTAL INFORMATION:

Send one original (containing an original signature) and four copies of the entire application package to:

U.S. Postal Mailing Address:

Department of Ecology
Water Quality Program
Financial Management Section
P.O. Box 47600
Olympia, WA 98504-7600

Overnight Mail or Hand Delivery Address:

Department of Ecology
Water Quality Program
Financial Management Section
300 Desmond Drive
Lacey, WA 98503

YOU MUST SUBMIT THE FOLLOWING:

1. One signed original application
2. E-mail the entire application to: FY2008ReclaimedApps@ecy.wa.gov (return receipt should be requested)
3. Note: All application information (e-mail and hard copy) must be **received** by Ecology at or before 5:00 p.m. on **September 28, 2007**
4. Faxed submittals will **NOT** be accepted

THIS CONCLUDES PART 1

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

This is the rated portion of the application with a total of 1,000 possible points. Each question identifies the available points. Applicants should provide clear and concise information and answers.

Pre submittal checklist:

- ☐ Maps, diagrams, pictures
- ☐ Letters
- ☐ Citations
- ☐ Verify the budget matches Part 1, Question 9

EXECUTIVE SUMMARY (0 points)

Summarize the overall water quality problem and how it will be solved or addressed by the project. (Limit your answer to 250 words or less.)

A. OVERALL QUALITY OF PROJECT PROPOSED AND LIKELIHOOD OF SUCCESS (up to 200 points)

1. SCOPE OF WORK (up to 150 points)

Points are awarded for a clear, complete, and well thought-out scope that directly addresses a water quality problem. The scope demonstrates an understanding of the work required to implement and complete the project.

- Provide a detailed scope of work to achieve the water quality benefits of the project that includes clearly defined tasks, deliverables, and costs per task.
- Describe the project area and provide a supporting map(s) and any relevant diagrams and pictures.

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

Use the format provided below for your scope of work by task:

Task 1- Measures of Success and Project Administration/Management:

Activities

A. **Financial Assistance Water Quality Objectives**
To ensure that grant investments lead to the greatest possible public health and environmental benefit, Ecology staff measure program effectiveness based on the objectives listed below. Choose one or more of the following objectives which pertain to this project:

☐ Restore important ecosystem functions in Puget Sound (e.g., restoration of impaired or protection of shellfish habitat)

☐ Augment in-stream flows in water short areas (especially addressing endangered/threatened salmonid habitats)

☐ Provide water for existing water supplies in water short areas

B. The RECIPIENT will administer and manage the project. Responsibilities will include, but not be limited to: maintenance of project records; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement and interlocal agreement requirements; attainment of all required permits, licenses, easements, or property rights necessary for the project; conducting, coordinating, and scheduling of all project activities; quality control; and submittal of required performance items.

C. The RECIPIENT will ensure that every effort is made to maintain effective communication with the RECIPIENT's designees; the DEPARTMENT; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT will carry out this project in accordance with completion dates outlined in this Agreement.

D. The RECIPIENT shall submit all invoice requests and supportive documentation to the Financial Manager of the DEPARTMENT.

Required Performance:

1. Effective administration and management of this grant project
2. Maintenance of all project records
3. Submittal of all required performance items, including the Post Project Assessment Plan, progress reports, financial vouchers, and maintenance of all project records

Total Task Cost (In addition to total project cost): $ _____

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

Task 2 –

Task 3 –

Task 4 –

2. PROPOSED BUDGET (up to 50 points)

Budget: Points are awarded for a complete, reasonable budget that is consistent with the tasks described in the scope of work.

- Provide a clearly defined Task and Object Budget.

TOTAL Eligible Costs by Task Elements

Proposed Project Budget and Time Frame			
Task elements	**Total Project Cost**	**Total Eligible Cost**	**Months needed to complete**
1. Project administration/management	$	$	
2.	$	$	
3.	$	$	
4.	$	$	
Total costs and months needed to complete:	$	$	

TOTAL Eligible Cost by Budget Object

Salaries:	$ _____
Benefits:	$ _____
Indirect costs:	$ _____
Contracts:	$ _____
Materials, goods, and services (list major item):	$ _____
Equipment (list major items):	$ _____
	$ _____
	$ _____
Travel:	$ _____
Other (please outline):	$ _____
	$ _____
Total Eligible Cost:	**$** _____

(May include up to 25% of employee salaries and benefits)

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

Match Source

List other funding sources and amounts, including local matching funds

Funding Source	Amount
_____	$ _____
_____	$ _____
_____	$ _____

Describe the status of matching funds:

_____

B. ACTIONS REQUIRED OR RECOMMENDED (Up to 450 points)

3. ECOLOGICAL BENEFIT (up to 300 points)

Projects will be evaluated for their contributions to the bio-hydrology in water short areas where reclaimed water can be used to replace other water sources. Projects will also be evaluated for their contribution to restore important ecosystem functions in Puget Sound (for example, restore shellfish and salmonid habitats). Overall project outcomes should protect water quality and public health, restore water quality, and other positive impacts in water short areas of Puget Sound. Points will be awarded as outlined below. A Matrix Showing Relative Priority for Ecological Benefits is provided in the RESOURCE INFORMATION section to demonstrate the parallel relationship between Water Short Areas and Ecosystem Function.

The following page has the scoring criteria for two potential pathways: 1) Water Short Areas and 2) Ecosystem Function. Scoring will be based on very high to low priorities for either pathway or a combination of elements. Proposed projects which include elements from both pathways will score higher. There is a maximum of 300 points available for the combination of all elements:

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

Priority	Water Short Area	Ecosystem Function
Very High 300 point maximum	• Eliminate insufficient instream flow as a limiting factor as identified in a salmon recovery or watershed management plan. • Improve in-stream flow for threatened or endangered species. (Consideration is given to specific percentage flow increases and types and number of species benefited)	• Eliminate outfall into Puget Sound (except for emergency use). • Upgrade water quality for threatened or endangered species. (Consideration will be given to types and the number of species benefited). • Substantially decrease discharges of pollutants into Puget Sound where there is a high likelihood that the State Department of Health (DOH) will: **1.** Upgrade classification of a previously downgraded shellfish bed. **2.** Substantially help protect a classified shellfish area that is threatened with a downgrade in classification. **3.** Open an unclassified shellfish area to direct harvest where DOH has gone on record as stating that if it were classified it would be classified as Restricted or Prohibited. • The degree to which improvement is projected (e.g., from Prohibited to Approved) will be a consideration for points.
High 200 point maximum	• Provide critical base flows needed to meet established minimum in-stream flows.	• Prevent DOH classification downgrade of existing beds. • Improve water quality by replacement of on-site septic systems in an area with a reclaimed water facility. (Consideration will be given for the sensitivity of receiving water body and the degree to which this action would improve water quality.)
Medium 100 point maximum	• Improve base in-stream flow. • Substantively recharge and replenish ground water aquifers used for potable water supplies, projected increase in minimum instream flows, consideration given to number of days projected and length of reach of river or stream. • Replenish groundwater aquifers used for potable water to prevent saltwater intrusion.	• Improve water quality or flows to address impairments of other beneficial uses. • Create new wetlands or restore historic wetlands.
Low 50 point maximum	• Offset significant use of potable water supplies for non-potable use.	• Improve water quality or flows to address impairments to other wildlife.

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Water Short Area Choose the most appropriate element for the project in the Water Short Area and Ecosystem Function Areas. (Points are additive up to 300 points)	**Total Available 300 Points**
☐ 1. Eliminate insufficient instream flow as a limiting factor as identified in a salmon recovery or watershed management plan. **Explain here:**	Up to 300
☐ 2. Improve in-stream flow for threatened or endangered species. (Provide specific percentage flow increases and types & number of species benefited.) **Explain here:**	Up to 300
☐ 3. Provide critical base flows needed to meet established minimum instream flows. **Explain here:**	Up to 200
☐ 4. Improve base in-stream flow. **Explain here:**	Up to 100
☐ 5. Substantively recharge and replenish ground water aquifers used for potable water supplies. **Explain here:**	Up to 100
☐ 6. Projected increase in minimum instream flows (consideration given to number of days projected and length of reach of river or stream). **Explain here:**	Up to 100
☐ 7. Replenish groundwater aquifers used for potable water to prevent saltwater intrusion. **Explain here:**	Up to 100
☐ 8. Offset significant use of potable water supplies for non-potable use. **Explain here:**	Up to 50

Part 2 - FY 2008 Reclaimed Water Grants Program Application
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Ecosystem Function Choose the most appropriate element for the project in the Water Short Area and Ecosystem Function Areas. (Points are additive up to 300 points)	**Total Available 300 Points**
☐ 1. Eliminate outfall into Puget Sound (except for emergency use). **Explain here:**	Up to 300
☐ 2. Upgrade water quality for threatened or endangered species. (Consideration will be given to types and the number of species benefited.) **Explain here:**	Up to 300
☐ 3. Substantially decrease discharges of pollutants into Puget Sound where there is a high likelihood that the State Department of Health (DOH) will do one of the following: o upgrade classification of a previously downgraded shellfish bed o substantially help protect a classified shellfish area that is threatened with a downgrade in classification o open an unclassified shellfish area to direct harvest where DOH has gone on record as stating that if it were classified it would be classified as Restricted or Prohibited The degree to which improvement is projected (e.g., from Prohibited to Approved) will be a consideration for points **Explain here:**	Up to 300
☐ 4. Prevents DOH classification downgrade of existing beds. **Explain here:**	Up to 200
☐ 5. Improve water quality by replacement of on-site septic systems in an area with a reclaimed water facility. (Consideration will be given for the sensitivity of receiving water body and the degree to which this action would improve water quality.) **Explain here:**	Up to 200
☐ 6. Improve water quality or flows to address impairments of other beneficial uses. **Explain here:**	Up to 100
☐ 7. Create new wetlands or restore historic wetlands. **Explain here:**	Up to 100
☐ 8. Improve water quality or flows to address impairments to other wildlife. **Explain here:**	Up to 50

Part 2 - FY 2008 Reclaimed Water Grants Program Application Evaluation Portion

4. STATE AND FEDERAL REQUIREMENTS (up to 150 points)

Points are awarded for projects that address state and federal requirements (e.g. Total Maximum Daily Load (TMDL), permit requirements, watershed plans, etc.). How will the project TMDL objectives be considered? Straight to implementation proposals will be awarded points based on the link between the activity proposed and the ability to meet water quality standards.

- Describe how this project is specifically required by a state or federal agency. Provide reference or documentation including permit conditions, department orders, court orders, or other department correspondence.
- Explain how this project addresses specific actions in an Ecology-authored Water Quality Improvement Report, Detailed Implementation Plan, or Water Quality Implementation Plan. Provide the document publication number and the last date of contact with the respective Ecology TMDL lead.
- Explain how this project addresses specific actions in a program or a plan (e.g., Watershed Planning Act Plans), other than a TMDL, that is designed to meet water quality standards.

Describe and Explain

C. LOCAL INTEREST AND COMMITMENT (up to 200 points)

5. PROJECT DEVELOPMENT PROCESS (up to 150 points)

Points are awarded based on project development efforts and commitments from project partners. Provide documentation as appropriate.

- Describe the decision making process used to select this project.
- Describe how you have involved and fostered local, regional, and statewide partnerships for the success of the project.
- Describe the steps you have taken to proceed with the project. Provide detailed information and documentation on project elements such as interlocal agreements,

landowner agreements, easements, other secured funding, and whether all match, land needed, environmental permits, etc., have been acquired.

- Explain when the feasibility was completed and summarize the actions required. Provide executive summary documentation.
- Describe how you will sustain long-term partnership efforts.

6. PROJECT TEAM (up to 50 points)

Points are awarded based on skills, qualifications, and experience of the project team members.

- Describe roles and responsibilities of each team member. Include the estimated amount of time each team member will devote to the project. (e.g. What percent of each team member's work week will be devoted to this project?)
- Describe the relevant skills and qualifications of each team member (*do not submit resumes*).

Part 2 - FY 2008 Reclaimed Water Grants Program Application
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7. READINESS TO PROCEED (up to 150 points)

Points are awarded based on how soon a project can begin.

- Complete the table below.
- For items not completed, please explain the timeline to complete them.
- Describe where you are in the process.
- Explain assumptions and reasoning.

Project for which you are applying	***Provide date or anticipated date approved***
Design or construction – when will the facilities design be completed?	_____ (date) Describe and explain:
Engineering Reports and Facilities Planning – when will these be completed?	_____ (date) Describe and explain:
Note: Feasibility Assessment's will <u>only</u> be evaluated with each other.	
Feasibility Assessment – when will this be completed?	_____ (date) Describe and explain:

For Capital Facilities Projects

- Explain your status of Growth Management Act compliance.
- Describe the status of match needed.
- Explain your progress on acquiring land, permits, etc.

For Feasibility Assessments

Describe your efforts to be ready to proceed such as public information, collaboration with other cities, etc.

THIS CONCLUDES PART 2

RESOURCE INFORMATION

All Application forms and the *FY 2008, Reclaimed Water Grant Program Guidelines* may be found electronically at:

http://www.ecy.wa.gov/programs/wq/funding/funding.html

If you are unsure whether the project is located in a basin with salmonid stocks listed as threatened or endangered in accordance with the Endangered Species Act, information can be found at the following internet address:

http://www.nwr.noaa.gov/ESA-Salmon-Listings/Index.cfm

The longitude and latitude of your project may be obtained using the following internet address. These maps may also be useful for Part 2, Question 1 (Map of Proposed Project Area).

http://apps.ecy.wa.gov/wqawa/viewer.htm

Maps and latitude/longitude may also be found at the Web site:

http://www.topozone.com

To convert from degrees, minutes, and seconds to decimal degrees, applicants may find the following site useful:

http://www.directionsmag.com/site/latlong-converter

Use *Washington's Water Quality Management Plan to Control Nonpoint Source Pollution, Volume 1 - Water Quality Summaries for Watersheds in Washington State, July 2006* for information on problem areas, affected designated uses, or water quality programs to be addressed or implemented. This document may be found electronically at the following address:

http://www.ecy.wa.gov/programs/wq/nonpoint/nps_plan.html#plan_vol1

Clean Water Act, Section 303(d)-listed problem areas see "303(d)-listed Problem Areas" in the *Nonpoint Source Plan, Volume 1* at:

http://www.ecy.wa.gov/programs/wq/nonpoint/nps_plan.html#plan_vol1)

TMDL Lead contact information can be found at:

http://www.ecy.wa.gov/programs/wq/tmdl/contacts.html

Note: All Web sites provided have been checked for accuracy at the draft stage of this guidance, but Ecology cannot guarantee their continued maintenance. They are provided as a means of helping applicants obtain sources of information. Ecology does not endorse any particular Web site.

Ecology Contacts

Internet:	**Water Quality Program:** http://www.ecy.wa.gov/programs/wq **Funding Information:** http://www.ecy.wa.gov/programs/wq/funding/funding.htmll
Ecology Regional Office Contacts: **(*Permit issues, general eligibility, application, etc.)***	**Northwest Regional Office (NWRO) Bellevue** (425) 649-7000* Ken Ziebart, (425) 649-7164, e-mail kzie461@ecy.wa.gov **Southwest Regional Office (SWRO) Lacey** (360) 407-6300* Glen Pieritz (360), 407-6275, e-mail gpie461@ecy.wa.gov (**Number is spill and environmental emergency line after hours.)*
Financial Assistance - General: **(*Lacey Headquarters*)** **Engineering Questions:** **(*Lacey Headquarters*)**	Dan Filip, (360) 407-6509, e-mail dfil461@ecy.wa.gov Patricia Brommer, (360) 407-6216, e-mail patb461@ecy.wa.gov Jeff Nejedly, (360) 407-6566, e-mail jnej461@ecy.wa.gov Steve Carley, (360) 407-6572, e-mail stca461@ecy.wa.gov David Dunn, (360) 407-6503, e-mail dadu461@ecy.wa.gov
Application Copies: **(Ecology's Water Quality Program Financial Management Section Secretary)**	Shawna Beers, (360) 407-6502, e-mail sbee461@ecy.wa.gov

Send one original (containing an original signature)

U.S. Postal Mailing Address:	***Overnight Mail or Hand Delivery Address:***
Department of Ecology Water Quality Program Financial Management Section P.O. Box 47600 Olympia, WA 98504-7600	Department of Ecology Water Quality Program Financial Management Section 300 Desmond Drive Lacey, WA 98503

YOU MUST SUBMIT:

5. A hard copy of the signed original.
6. Email the entire application to: FY2008ReclaimedApps@ecy.wa.gov (return receipt should be requested).
7. Note: All application information must be **received** by Ecology on or before 5:00 p.m. on **September 28, 2007.**
8. Faxed submittals will **NOT** be accepted.