



Fiscal Year 2012 Supplemental Statewide Stormwater Grant Program Application

**This FY 2012 Supplemental Statewide Stormwater Grant Program
Application Form is available at:**

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

Related resource information immediately follows the application.

If you need this document in a format for the visually impaired, call the Water Quality Program 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.

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APPLICATION INSTRUCTIONS

The Application

The FY 2012 Supplemental Statewide Stormwater Grant Program Application is to be used by eligible cities, towns, counties, and ports covered by the National Pollutant and Discharge Elimination (NPDES) Phase I and II Municipal Stormwater permits for the FY2012 supplemental competitive stormwater grant program. Please complete all required sections of the application. Incomplete applications will not be considered for funding.

Part 1 of the application requests background information on the applicant, the project area, project type, and funding request. Part 2 of the application requests detailed information on the project, water quality problem being addressed, scope of work, and project budget.

Application Resources

An overview of the funding program, funding ceilings, required match and a list of eligible projects can be found in the *FY2012 Statewide Stormwater Grant Program Funding Guidelines*. A copy of the funding guidelines can be found at:

<http://www.ecy.wa.gov/programs/wq/funding/FundingPrograms/OtherFundingPrograms/StWa12a/FY12aStWa.html>

Ecology's Water Quality staff is available to provide clarification and answer questions regarding the funding program, process, and requirements. You can find Ecology staff contact information on the following page. A list of useful web links is also provided on the following page.

Tie Breakers

Ecology will break ties of overall total points in the evaluation of the project using the scores to Question 3 - Water Quality and Public Health Improvements. For example, in a tie between two projects, the project that scores higher in Question 3 is placed above the other on the priority list. The score from Question 7 - Readiness to Proceed is used if the tie cannot be broken using Question 3.

Application Submittal Information

Applications must include all of the following:

- One original-signature application
- Two paper copies of the signed original
- One electronic version of the application in MS WORD format on CD ROM (maps and other attachments to the application can be submitted in PDF format with the electronic version)

All application material **must be received** at the Department of Ecology (Lacey headquarters office) **no later than 5:00 p.m. on Friday, June 14, 2013**. Postmarks are not accepted. Faxed applications will not be accepted.

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

Ecology Regional Office Contacts:	<p>Central Regional Office (CRO), 509-575-2490 Terry Wittmeier, 509-574-3991, e-mail terry.wittmeier@ecy.wa.gov</p> <p>Eastern Regional Office (ERO), 509-329-3400 David Duncan, 509-329-3554, e-mail david.duncan@ecy.wa.gov</p> <p>Northwest Regional Office (NWRO), 425-649-7000 Melisa Snoeberger, 425-649-7047, e-mail melisa.snoeberger@ecy.wa.gov</p> <p>Southwest Regional Office (SWRO), 360-407-6300 Randy Anhorn, 360-690-4782, e-mail randy.anhorn@ecy.wa.gov</p>
Financial Assistance - General: <i>(Lacey Headquarters)</i>	<p>Patricia Brommer, 360-407-6566 e-mail patricia.brommer@ecy.wa.gov Jeff Nejedly, 360-407-6572, e-mail jeffrey.nejedly@ecy.wa.gov</p>
Engineer and Technical Questions: <i>(Lacey Headquarters)</i>	<p>Doug Howie, 360-407- 6444, e-mail douglas.howie@ecy.wa.gov</p>

HELPFUL WEBLINKS

This section provides information about resources that may help you prepare a successful application.

*Ecology cannot guarantee Web site accuracy or continued maintenance.
Ecology does not endorse non-Ecology Web sites.*

Ecology’s Water Quality Program:

<http://www.ecy.wa.gov/programs/wq/wqhome.html>

Ecology’s Water Quality Program Funding Information:

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

Conversion from degrees, minutes, and seconds to decimal degrees:

<http://transition.fcc.gov/mb/audio/bickel/DDDMSS-decimal.html>

Low Impact Development Technical Guidance Manual for Puget Sound:

http://www.psparchives.com/publications/our_work/stormwater/lid/LID_manual2005.pdf

Stormwater Management Manuals:

<http://www.ecy.wa.gov/programs/wq/stormwater/tech.html>



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For Ecology Use Only:

Application No. _____

Place the cursor in the gray box at question 1, fill in the answer, and then use the F11 function key to navigate through the remaining questions in the application.

1. PROJECT TITLE: *(Please keep the project title to five words or less.)*

2. APPLICANT NAME: *(Public body)*

3. APPLICANT DATA:

Federal ID No.:

4. APPLICANT SIGNATORY: *(The person whose name is listed here must sign Part 1 -Box 14 of this application)*

Name:

Title:

Telephone Number:

E-Mail Address:

Mailing Address

Agency:

Address:

City:

State:

Zip Code:

5. APPLICANT PROJECT MANAGER: *(The person whose name is listed is the main contact for the project)*

Name:

Title:

Telephone Number:

E-Mail Address:

Mailing Address

Agency:

Address:

City:

State:

Zip Code:

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6. PROJECT INFORMATION:			
What is the population in the PROJECT area? _____ What is the Year of the population estimate? _____			
Is a map of the PROJECT location included with the application? <input type="checkbox"/> Yes <input type="checkbox"/> No The map should identify the primary location of the PROJECT along with showing its relationship to affected water bodies. Also include the location of other projects funded by Ecology that are adjacent to this PROJECT.			
Is the PROJECT located in the Puget Sound basin (WRIA 1-19)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the PROJECT located in a basin with salmonid stocks listed as threatened or endangered in accordance with the Endangered Species Act? <input type="checkbox"/> Yes <input type="checkbox"/> No http://www.nwr.noaa.gov/ESA-Salmon-Listings/Index.cfm			
Is the PROJECT statewide? <input type="checkbox"/> Yes <input type="checkbox"/> No If NO , list below all of the county(ies), Water Resource Inventory Area designation(s) (WRIA), 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 <u>please break any ties by at least one percentage point</u>). Limit your separate Legislative Districts and Congressional Districts to those that cover greater than five percent of the project area.			
County(ies) for the Project:		WRIA(s) for the PROJECT:	
http://www.ecy.wa.gov/apps/watersheds/wriapages/index.html		http://water.usgs.gov/nawqa/sparrow/wrr97/geograp/geograp.html	
Name	Percent	Water Resource Inventory Area	Percent
Primary		Primary	
Total	100	Total	100
Congressional District(s) for the PROJECT:		Legislative District(s) for the PROJECT:	
http://app.leg.wa.gov/districtfinder/		http://app.leg.wa.gov/districtfinder/	
Number	Percent	Name	Percent
Primary		Primary	
Total	100	Total	100
Stream Reach Code (14-digit number depicting the water body for the PROJECT):			
http://nhd.usgs.gov/index.html			
Segment and Reach (NHD)		Percent	
Primary			
Total		100	
Provide Latitude/Longitude coordinates in Decimal Degrees (e.g., 45.3530/-120.4510) of your PROJECT location and the affected water body. The PROJECT location is the approximate center of where you will be working. The water body location should be 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. Latitude/Longitude coordinates can be located at: http://itouchmap.com/latlong.html			
Location	Primary Site	Secondary Site	Tertiary Site
PROJECT Location			
Water Body Name			

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7. PROJECT DURATION:

Estimated Start Date: _____

Estimated Completion Date: _____

PROJECT Length: _____ months

Note: PROJECTs must be completed by June 30, 2015.

8. WATER BODY AND WATER QUALITY NEEDS ADDRESSED BY THE PROJECT:

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

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

If yes, what is the 303(d)-listing parameter(s) and associated identification number(s)? _____

Does the PROJECT cover a priority area addressed in the Puget Sound Partnership Action Agenda?

Yes No

The Puget Sound Partnership Action Agenda can be found at: http://www.psp.wa.gov/aa_action_agenda.php

If yes, provide the name of priority area. _____

Check all type(s) of water bodies that this PROJECT targets:

- | | |
|--|--|
| <input type="checkbox"/> Freshwater rivers | <input type="checkbox"/> Direct marine water |
| <input type="checkbox"/> Freshwater lakes | <input type="checkbox"/> Saltwater estuary |
| <input type="checkbox"/> Freshwater wetlands | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Ground water | |

Check all boxes that apply for this PROJECT:

- Endangered salmonids
- Threatened salmonids
- Other Endangered Species Act protected species (identify) _____
- Protection of shellfish habitat
<http://www.doh.wa.gov/CommunityandEnvironment/Shellfish/GrowingAreas/AnnualReports.aspx>
- Protection of domestic water supply <http://www.doh.wa.gov/ehp/dw/sentry.htm>
- TMDL requirements <http://www.ecy.wa.gov/programs/wq/tmdl/index.html>
- NPDES requirements
- Other (specify) _____

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9. PROJECT TYPE:

- 1. Retrofit an existing stormwater facility.
- 2. Install accepted Low-Impact Development (LID) techniques.
- 3. Retrofit project with LID components.
- 4. New or retrofit construction of Vactor Waste Facility.
- 5. Installation of pre-treatment/oil control facilities upstream of existing drywells.
- 6. Stormwater quality treatment and flow control to reduce stormwater flows to combined sewers.
- 7. Installation of TAPE-approved General Use Level Designation treatment technologies.
- 8. Other, please provide description.

10. FUNDING REQUEST: *(Provide 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 (including non-stormwater components).	\$ _____
Eligible PROJECT Cost This amount represents the stormwater-related portion of the project costs that are grant eligible. <i>Contact Ecology staff with any eligibility questions.</i>	\$ _____
<i>Ecology Funding Request</i> This amount represents the portion that Ecology may fund (75 percent of Eligible Project Costs up to the \$1,000,000 grant ceiling). Refer to the funding program guidelines at: http://www.ecy.wa.gov/programs/wq/funding/cycles/2012/index.html	\$ _____
Other Funds in PROJECT Identify secured source(s) of funds: <ul style="list-style-type: none"> State/Federal agency _____ State/Federal agency _____ State/Federal agency _____ Local Agency _____ Interlocal contribution _____ 	Amount committed from other agencies: <ul style="list-style-type: none"> \$ _____ \$ _____ \$ _____ \$ _____ \$ _____

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11. BRIEF NARRATIVE DESCRIPTION OF PROJECT : (50 words or less)

(Please use complete sentences, this description will appear in the published funding list):

12. 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

THIS CONCLUDES PART 1

Part 2

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This is the rated portion of the application with a total of 1,000 possible points.

Each question identifies the proportion of available points. Applicants should provide clear and concise information and answers. The Application Scoring Guidance is provided throughout Part 2 and provides information on what reviewers will look for in a successful application.

Pre submittal checklist:

- Parts 1 and 2 of the application are complete. Supporting materials such as maps, MOAs, or specific documentation is included with the application packet.
- The Funding Request (Part I-Question 10) matches the Budget (Part 2-Question 2).

EXECUTIVE SUMMARY

Summarize the overall stormwater project, and the associated stormwater problem and how this project will address or solve the problem. (Limit your answer to 250 words or less.)

1. SCOPE OF WORK (Up to 200 points)

Scoring Guide	Total 200 Points
Complete and concise project description. Provides clear detailed description of project tasks, deliverables, timelines, and purpose.	Up to 200 pts.

Reviewers award points for a clear, complete, and well thought-out scope that directly addresses a stormwater problem. The scope demonstrates an understanding of the work required to fully implement and complete the project.

Using the task and required performance framework provided below:

- Provide a detailed scope of work for the project that includes clearly defined tasks, deliverables, timelines, and cost per task.
- Describe the project area and provide supporting map(s) and any relevant diagrams and/or pictures.
- Reference the stormwater manual used for the project design.

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Task 1 – Project Administration and Management

- A. 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.

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.

- B. 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.

Task 2: Planning, Design, and Permitting

Task 3: Construction Management

Task 4: Construction

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2. PROPOSED BUDGET (Up to 75 points)

Scoring Guide	Total 75 Points
Complete project budget is consistent with the scope of work.	Up to 25 pts.
The cost estimates are clear and reasonable.	Up to 25 pts.
The project budget represents a good value for the work and water quality benefit achieved. A value analysis or similar study was performed.	Up to 25 pts.

Budget: Points are awarded for a complete, reasonable budget that is consistent with the tasks described in the scope of work. *Please fill out the Budget by Task and by Object.*

- Clearly define the Task- oriented budget.

TOTAL Eligible Cost by Task Elements

Proposed Project Budget and Time Frame			
Task elements	Total Project Cost	Total Eligible Cost	Estimated months needed to complete
1. Project administration/management	\$ _____	\$ _____	_____
2. Planning, Design, and Permitting	\$ _____	\$ _____	_____
3. Construction Management	\$ _____	\$ _____	_____
4. Construction	\$ _____	\$ _____	_____
5.	\$ _____	\$ _____	_____
6.	\$ _____	\$ _____	_____
Total costs and months needed to complete:	\$ _____	\$ _____	_____

Match Source

List other funding sources and amounts, including local cash matching funds. In-kind contributions are not eligible.

Funding Source: _____ \$ _____
 Funding Source: _____ \$ _____
 Funding Source: _____ \$ _____

Provide the status of matching funds:

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Cost Estimate Process: Reviewers award points to cost-effective projects with accurate cost estimates. For example, an applicant may determine cost effectiveness and estimate accuracy based on experience with past or on-going projects, through consultation with other entities that have related experience, or through a planning process such as value analysis.

- Describe how costs were estimated. Include the steps taken to ensure accuracy.
- Describe the process used to control cost and ensure that this is a cost effective project (e.g., value engineering or cost benefit analysis).
- Identify the Match sources.

3. SEVERITY OF STORMWATER QUALITY OR HYDROLOGIC PROBLEM AND EXPECTED IMPROVEMENTS (Up to 300 points)

Scoring Guide	Total 300 Points
Severity of the stormwater quality and/or hydrologic problem is well documented.	Up to 100 pts.
The extent to which the project will achieve substantial water quality or hydrologic benefits that directly address the identified problem in the area of interest.	Up to 50 pts.
The project provides treatment for a large area, or addresses a significant portion of the area affected by the stormwater problem described above.	Up to 50 pts.
The applicant has planned for the long term sustainability of the project's water quality benefits.	Up to 100 pts.

Reviewers award points for addressing severe stormwater issues, documentation of those problems, and expected protection of water quality and improvements to hydrologic function. Projects with substantial environmental improvements receive the most points.

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Projects with measurable improvements to the identified problem receive more points than those with unclear or vague benefits. Reviewers will consider the actual benefit, the total impact (area impacted, number of people affected) and level of implementation, and the severity of the stormwater issues. Reviewers will consider only changes that can be achieved by the proposed scope of work.

- Define the severity of the stormwater problem. If available, show how the problem has been documented in a plan or assessment (e.g., TMDL Water Quality Improvement Report or Water Quality Implementation Plan, presence of 303(d)-Listed water bodies, stormwater basin plan, watershed assessment, part of a watershed or salmon recovery plan, or other related plan).
- Describe the expected environmental outcomes of the project, including how the project will directly address the identified stormwater problem, achieve water quality protection or improvements, and improve or restore the hydrologic functions of the watershed. For example, how will the final project address the problem described above?
- Provide information on the treatment and the size of area being treated. Describe how much of the stormwater issue will be addressed by the project. Describe how much of the watershed will be affected by this project. Describe how the proportion of the project basin compares to the basin upstream of the project:

Reviewers will award points as follows:

1-20 pts	0 - 40% of the upstream basin
21-30 pts`	41-60% of the upstream basin
31-40 pts	61-80% of the upstream basin
41-50 pts	81-100% of the upstream basin

- Describe how the project's benefits to water quality will be sustained over the long term. For example, the facility is part of a municipal operation and maintenance program, has an O&M manual and long-term maintenance commitment, land use actions (e.g. ordinance, easement, maintenance agreement), long-term program follow-up, watershed management.

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4. PROJECT TEAM (Up to 50 points)

Scoring Guide	Total 50 Points
Team members' roles and responsibilities are well defined and an estimated percentage of time each team member will devote to this project is adequate for the scope of work.	Up to 30 pts.
Team members' past experience is relevant.	Up to 20 pts.

Reviewers will award points based on skills, qualifications, and experience of the project team members.

- Describe roles and responsibilities of each team member. As applicable, include contractors and partner agency roles. Include the estimated amount of time each team member will devote to the project. (e.g., what percentage of each team member's work week will be devoted to this particular project?)
- Describe the relevant skills and qualifications of each team member (*do NOT submit resumes*).
- Discuss your commitment to maintain staff competencies and responsibilities over the life of the project.

5. TECHNICAL PLANNING PROCESS (Up to 200 Points)

Scoring Guide	Total 200 Points
A technical planning process was used to arrive at the proposed project.	Up to 150
The project is identified as a priority in a local plan or assessment.	Up to 50

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- Describe the technical planning used to select this project, and whether it is quantitative or qualitative or a degree of both.

Reviewers will award **up to 50 points** (for a possible total of 150 points) for each planning process listed below:

- i. Basinwide¹ or project site field assessment
- ii. Basinwide or project modeling
- iii. Pollution reduction estimate

- Why was this project chosen as the best solution over other projects?

Indicate whether the project was identified as a priority in a plan or assessment (e.g., TMDL Water Quality Improvement Report or Water Quality Implementation Plan, presence of 303(d)-Listed water bodies, stormwater basin plan, part of watershed or salmon recovery plan, or other related plan).

6. LOCAL COMMITMENT (Up to 50 points)

Scoring Guide	Total 50 Points
The project is included in the applicant's Capital Improvement Plan, and is considered a priority within the plan.	Up to 30 pts
The project selection included a public involvement process.	Up to 10 pts
The level of local support and commitments from project partners is documented.	Up to 10 pts

Reviewers award points based on project development and implementation efforts and commitments from project partners. Provide documentation as appropriate (e.g. MOA, interlocal agreement, City Council meeting minutes).

¹ The term "basinwide" refers to a process to identify the stormwater actions and projects needed to address watershed or basin-scale problems.

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- Describe how this project fits in the Capital Improvement Plan for the jurisdiction or entity, and whether it is a priority within that plan. Cite the Capital Improvement Plan reference and a webpage where it is available, or if not online, send an electronic copy with application.
- Describe how you have involved and fostered local public involvement in selecting this project.
- Describe how you have fostered local, regional, or statewide partnerships for the success of the project. If partners are involved, provide documentation (e.g. letters of commitment, match commitment, interlocal agreements, County Council meeting minutes, homeowner association minutes).

7. READINESS TO PROCEED (up to 125 points)

Scoring Guide	Total 125 Points
Project elements are in place for the project to proceed and documentation is provided (e.g. Planning, Design, Permits).	Up to 75 pts.
SEPA review is complete and documentation is provided.	0 or 25 pts.
Cultural Resources (Exec. Order 05-05) is complete and documentation is provided.	0 or 25 pts.

Reviewers will award points based on how soon a project can begin construction.

- Describe the steps you have taken to proceed immediately with the project. Provide detailed information and documentation on project elements such as status of designs, permits, interlocal agreements, landowner agreements, easements, other secured funding, staff, or agency approvals.
- Describe what environmental review process is complete:
 - State Environmental Policy Act (SEPA).
<http://www.ecy.wa.gov/programs/sea/sepa/e-review.html>
 - Cultural resource assessment (Executive Order 05-05).
<http://www.dahp.wa.gov/pages/EnvironmentalReview/Laws.htm>

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THIS CONCLUDES PART 2