

**National Estuary Program (NEP)**

**Toxics and Nutrients**

**Storm Drain Cleaning**

**Grant Application**

This NEP Toxics and Nutrients Grant Program

Application Form is available at:

[www.ecy.wa.gov/puget\_sound/grants\_fed\_toxics.html](http://www.ecy.wa.gov/puget_sound/grants_fed_toxics.html)

*This page is purposely left blank*

**Application Instructions**

## Application resources

Important requirements and an overview of the grant program can be found in the *National Estuary Program Toxics and Nutrients Grant Program Funding Guidelines for 2012-2013*. The funding guidelines can be found at: [www.ecy.wa.gov/puget\_sound/grants\_fed\_toxics.html](http://www.ecy.wa.gov/puget_sound/grants_fed_toxics.html).

## C:\Users\akol461\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\VH1KB7XC\NEP Map (2).jpgFunding program overview

This grant will fund an intensive cleaning program of a municipal storm drain to remove legacy loads of toxics. Only projects that discharge to one of the following clean-up sites are eligible: Lower Duwamish, Harbor Island, Elliott Bay, and Commencement Bay.

To receive the grant, the applicant must have (or be part of) an effective source control program to address sources of pollution impacting the stormwater system, but this work itself is not eligible for funding under this grant. The source control program must be targeted at identifying and eliminating sources of toxic contaminants that end up in the stormwater system proposed for cleanout under this program.

## Available funding

Total funding amount: $550,000.

Maximum funding per project: $550,000.

Applicants are highly encouraged to apply for the full funding amount.

## Eligibility

State and federal agencies, institutions of higher learning, tribal governments and technical consortia, local governments, special purpose districts, conservation districts, watershed planning units, local management boards, salmon recovery lead entities, regional fisheries enhancement groups, and non-profit entities are eligible to apply.

Eligible applicants may partner on projects with ineligible entities. The eligible applicant must be the lead agency on the application and the agreement. It is the lead agency’s responsibility to ensure all project activities are completed and will collaborate and coordinate with their identified partners.

To be eligible, the project must:

* Be ready to use the funds beginning January 1, 2013.
* Complete the work by December 31, 2014.
* Take place in a municipal stormwater system that discharges to one of the following clean-up sites: Lower Duwamish River, Harbor Island, Elliot Bay, and Commencement Bay.
* Clean stormwater lines in areas that have a demonstrated contribution of chemicals of concern to one of the four clean-up sites:
	+ Lower Duwamish River
	+ Harbor Island
	+ Elliot Bay
	+ Commencement Bay
* Identify how sources of chemicals of concern have been assessed and addressed to prevent recontamination of the stormwater system. The chemicals of concern include the pollutants of interest for the four clean-up sites or other documented pollution problems.
* Sample the materials removed from the storm drain to estimate the amount of each chemical of concern removed during the storm drain cleaning.
* Conduct work outside the requirements of the NPDES Phase l and ll stormwater permits. An applicant proposing stormwater-related activities in Municipal Separate Storm Sewer System (MS4) areas must include a statement certifying that the work proposed for funding is outside the Municipal NPDES permit requirements. If the activities performed within the project area would have been carried out to satisfy a Municipal NPDES permit, the applicant must carry out equivalent or greater work in another location to satisfy the Municipal NPDES permit requirements.
* Include a plan for appropriately managing waste materials.
* Submit environmental raw data to Ecology’s Environmental Information Management (EIM).
* Provide a written report to Ecology summarizing the results of the project.
* All monitoring, modeling, and data analysis must be conducted under an Ecology-approved Quality Assurance Project Plan (QAPP). Monitoring, modeling, and data analysis activities may not begin and will be ineligible for reimbursement unless the QAPP is approved.
* All NEP grants come with extensive reporting and accountability requirements (see funding guidelines at www.ecy.wa.gov/puget\_sound/grants\_fed\_toxics.html). Potential applicants should read and understand these requirements before applying for the grant.

The priority outcome is:

* Removal of chemicals of concern from stormwater systems to achieve improved water quality.

## Application submittal information

Applications must include all of the following:

* One original application with signature.
* One electronic version of the application in Microsoft Word format. The applicant may submit maps and other attachments in PDF format with the electronic version. E-mail electronic versions to sarah.ralph@ecy.wa.gov and andrew.kolosseus@ecy.wa.gov.

All application material **must be received** at the Department of Ecology (Lacey headquarters office) **no later than 5:00 p.m. on November 5, 2012**. Postmarks are **not** accepted. Faxed applications will not be accepted.

|  |  |
| --- | --- |
| ***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 EcologyWater Quality Program Financial Management Section 300 Desmond Drive Lacey, WA 98503 |

For more information, contact Sarah Ralph, 360-407-6703, e-mail sarah.ralph@ecy.wa.gov for financial questions or Andrew Kolosseus, 360-407-7543, e-mail andrew.kolosseus@ecy.wa.gov for technical questions.

|  |
| --- |
| **Grant funding cycle schedule**  |
| Application submittal deadline  | November 5, 2012 |
| Rate and rank applications  | November 5-19, 2012 |
| Award notification  | November 19, 2012 |
| Funding agreements signed  | December 21, 2012 |

*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.*

*This page purposely left blank*

For Ecology Use Only:

**Application No.**

# Background Information

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

|  |
| --- |
| **APPLICANT NAME:** *(Public body or private not-for-profit per IRS 501 (C) (3))* |
|       |

|  |
| --- |
| APPLICANT DATA:  |
| Federal ID No.:       |

|  |
| --- |
| **APPLICANT SIGNATORY:** *(The person whose name is listed here must sign this application)*  |
| Name:       |
| Title:       | Telephone Number:       Fax Number:       | E-Mail Address:       |
| Mailing AddressAgency:      Address:      City:       State:       Zip Code:       |

|  |
| --- |
| **APPLICANT PROJECT MANAGER:** *(The person whose name is listed here is the main contact for the project)* |
| Name:       |
| Title:       | Telephone Number:       Fax Number:       | E-Mail Address:       |
| Mailing AddressAgency:      Address:      City:       State:       Zip Code:       |

|  |
| --- |
| GENERAL GRANT CONDITIONS:  |
| All NEP grants include extensive general grant conditions. Have you read the funding guidelines at [www.ecy.wa.gov/puget\_sound/grants\_fed\_toxics.html](http://www.ecy.wa.gov/puget_sound/grants_fed_toxics.html) and will the conditions in Attachment A be acceptable to your organization?       |

*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.*

|  |
| --- |
| **PROJECT DURATION** (Note: Projects must be completed by December 31, 2014) |
| Estimated Start Date:        |
| Estimated Completion Date:       |

|  |
| --- |
| **GEOGRAPHIC AREA:** |
| **Where is the project area?** Please attach a map of the project area. |
| 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. Latitude/Longitude coordinates can be located at: <http://itouchmap.com/latlong.html>. |
| Location | **Primary Site** | **Secondary Site** | Tertiary Site |
| PROJECT Location (Lat/Long): |       |       |       |
| Water Body Name: |       |       |       |

|  |
| --- |
| EXECUTIVE SUMMARY |
| In 250 words or fewer, describe the problem to be addressed, the scope of the project, its water quality benefits, and how the project addresses the identified problem.      |

# Project Purpose (20 points)

|  |
| --- |
| Scoring Guide:* Will the project make a meaningful impact on one of the four eligible water bodies?
* Does the project address an industrial or commercial area that has high legacy loads of chemicals of concern?

In two pages or fewer, describe the purpose of project.      |

# Existing Source Control Work (20 points)

|  |
| --- |
| Scoring Guide:* Will the existing source control activities (or the funded future source control activities) significantly reduce the recontamination of the stormwater system?
* Do the source control activities go beyond current permit requirements?

In two pages or fewer, describe the applicant’s source control program and how it is effective and reducing or eliminating new sources of contamination to the separate storm sewer system. This grant does not fund the actual source control work.      |

# Scope of Work (20 points)

|  |
| --- |
| Scoring Guide:* Is the project well-structured and clearly described?
* Is the schedule reasonable and achievable?
* Will the proposed monitoring effectively estimate the amount of each chemical of concern removed during the storm drain cleaning (as specified in a Quality Assurance Project Plan (QAPP))?
* Will waste materials be properly handled and disposed?

*Task 1 is standard for all grant projects. Follow the format provided below for the additional tasks in your scope of work. Limit answer to four pages or fewer.* **Task 1- Project Administration/Management:**Budget for Task 1: $     Completion Date for Task 1:      Description: The RECIPIENT will administer 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, 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.The RECIPIENT will manage the project. Efforts will include 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 must carry out this project in accordance with any completion dates outlined in this agreement.The RECIPIENT will ensure this project is completed according to the details of this agreement. The RECIPIENT may elect to use its own forces or it may contract for professional services necessary to perform and complete project-related work.**Task 2-**      **:**Budget for Task 2: $     Completion Date for Task 2:      Description:      **Task 3-**      **:**Budget for Task 3: $     Completion Date for Task 3:      Description:      **Task 4-**      **:**Budget for Task 4: $     Completion Date for Task 4:      Description:      **Task 5-**      **:**Budget for Task 5: $     Completion Date for Task 5:      Description:       |

# Proposed Budget (10 Points)

Scoring Guide:

* Is the budget complete and consistent with the scope?
* Does the budget represent a good value for the work and water quality benefits achieved?

Budget examples can be found in Appendix A of *Administrative Requirements for Recipients of Ecology Grants and Loans,* “The Yellow Book,” found at: [www.ecy.wa.gov/programs/wq/funding/cycles/2013/index.html](http://www.ecy.wa.gov/programs/wq/funding/cycles/2013/index.html). Detailed budgets can be attached and submitted with the application.

|  |  |
| --- | --- |
| **Total PROJECT Cost**This amount represents the full cost of the PROJECT  | $      |
| **Eligible PROJECT Cost**This amount represents the portion of the project costs that are grant eligible.  | $      |

**TOTAL Eligible Cost by Budget Object**

|  |
| --- |
| Salaries: $     Benefits: $     Indirect costs: $      (May include up to 25 percent of employee salaries and benefits)Contracts: $     Materials, goods, andservices (list major item): $     Equipment (list major items): $           $           $     Travel: $     Other (please outline):       $           $     **Total Eligible Cost:** $      |

|  |
| --- |
| Describe how costs were estimated. Explain how you calculated each budget item and why it is necessary for the project. Include the steps taken to ensure the accuracy of cost estimates.      |

# Programmatic Capability (5 points)

|  |
| --- |
| Scoring Guide:* Does the applicant have the capacity, expertise, and demonstrated ability to successfully complete the project?

In a half page or less, describe the applicant’s capability to conduct the project.      |

# Project Outputs and Outcomes (25 Points)

|  |
| --- |
| Scoring Guide:* Is the project addressing chemicals of concern?
* What are the expected load reductions for the project?

In one page or less, provide a description of the project’s outputs and outcomes. **Outputs** (Outputs are the major products and/or the substantial and completed processes that will be created to reach outcomes. They are the anticipated accomplishments funded through the grant, and they are directly under the grantee’s control. The outputs occur “in order to achieve” an intended outcome. Outputs should be numeric whenever possible.)     **Outcomes** (Outcomes are the desired environmental changes or results that the proposed project will eventually accomplish. The follow from the outputs and identify the anticipated change that is the goal of the grant.)      |

# 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 |