

# Funding Guidelines

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## **FY 2009** **Water Quality Financial Assistance Guidelines** **Volume One**

*Centennial Clean Water Program*

*Clean Water Act Section 319*  
*Nonpoint Source Fund*

*Washington State Water Pollution*  
*Control Revolving Fund*

**August 2007**

**Publication Number 07-10-069**



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**Note: The *Fiscal Year 2009 Water Quality Financial Assistance Guidelines* document is divided into two volumes.**

***Volume One* contains the main body of the guidelines.  
*Volume Two* contains referenced statutes and regulations.**

You can print or download this document from our website at:  
<http://www.ecy.wa.gov/biblio/0710069.html>

For more information contact:

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Water Quality Program  
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Olympia, WA 98504-7600  
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*The Department of Ecology is an equal opportunity agency. If you need this information in an alternate format, please contact us at 360-407-6502. If you are a person with a speech or hearing impairment call 711 for relay service or 1-800-833-6388 for TTY.*

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# How to Use These Guidelines

## General Information

The Washington State Department of Ecology's Water Quality Program administers three main funding programs under an integrated annual funding cycle. These guidelines describe how to apply for funding, meet program requirements, and manage funded projects for the following programs:

- 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 (**Revolving Fund**)

Ecology's Water Quality staff is available to provide clarification and answer questions regarding these funding programs, processes, and requirements. You can find telephone numbers, email addresses, and mailing addresses for key contacts at the beginning of this document.

**Volume One** of the guidelines provides an overview of the funding programs. The appendices in Volume One include supporting information to assist funding applicants and recipients.

**Volume Two** provides the Washington Administrative Code (WAC) that is used to guide overall program management.

# Chapter 1: Introduction

## Water Quality Program Goals

The goal of the Water Quality Program is to promote and protect human health and the environment by helping communities make sustainable choices that protect and restore Washington's waters. The program also aims to provide water quality partners with technical and financial assistance and produce useful water quality information for the public and its partners.

## The Funding Programs

The following three sources of water quality funding are managed under an integrated annual funding cycle. One financial assistance application is used by applicants in applying for water quality funds. Ecology distributes the appropriate fund sources to the highest priority projects.

### **The Centennial Clean Water Program (Centennial)**

Centennial is funded through the Water Quality Account. In 1986, the Washington State Legislature established the Water Quality Account, which funds a variety of projects related to water quality. The Water Quality Account is typically comprised of tobacco tax revenues, the State General Fund, and other state revenue.

### **The Clean Water Act (CWA) Section 319 Nonpoint Source Program (Section 319)**

The United States Congress established the Section 319 program as part of the CWA Amendments of 1987. The Environmental Protection Agency (EPA) provides Section 319 grant funds to the state and the state provides a forty percent match. While Ecology has no specific state rule to guide the management of the Section 319 program, much of the program is steered by federal regulations and guidelines, as well as Centennial rule. High priority is placed on reporting data from projects that measure load reductions of nitrogen, phosphorus, and sediments. All states must report these load reductions to the EPA on an annual basis, using information provided by the grant recipient.

### **The Washington State Water Pollution Control Revolving Fund Program (Revolving Fund)**

The United States Congress established the Revolving Fund as part of the Clean Water Act Amendments of 1987. The amendments authorize the EPA to offer states yearly capitalization grants to establish self-sustaining loan programs.

## Financial Assistance Water Quality Project Goals

Each loan and grant project funded generally fits one or more of the following overall water quality goals that focus on water quality, human health, and environmental benefits:

- “Severe Public Health Hazard” or “Public Health Emergency” eliminated.

- Designated beneficial uses restored or protected, 303(d)-Listed water bodies restored to water quality standards, healthy waters prevented from being degraded.
- Regulatory compliance with a consent decree, compliance order, TMDL or waste load allocation achieved.

## **Financial Assistance Water Quality Project Outcomes and Performance Measures**

Ecology will determine the success in reaching program goals and objectives by using measurable results to define the success of funded projects. There are two types of measurable outcomes, project outcomes that are a direct result of tasks accomplished under the project and water quality outcomes that relate to measurable water quality improvements. Ecology will track project outcomes that relate to the quantitative results of the project, such as feet of livestock exclusion fencing installed; number of plants installed in the riparian buffer; acres of riparian buffer restored; number of workshops conducted and attendees trained; treatment plant upgrades constructed.

Water quality outcomes that result from the project outcomes are also tracked and relate to measurable water quality improvements, such as some percent of reduction in sediment, nutrients, temperature, or fecal coliform; improved wastewater effluent meeting or exceeding permit limits; reduction in stormwater runoff. Qualitative improvements are also tracked, such as the establishment and maintenance of a healthy, self-sustaining, riparian corridor; restored fishing or swimming in a water body; and other intangible benefits that may occur as a result of the project.

Performance measures should be identified by funding recipients and should provide some measure of how well the project meets the goals and water quality outcomes identified for the project. Some water quality and environmental improvements are achieved over longer periods of time and in some cases through the implementation of multiple projects within a watershed. To measure these long-term achievements, Ecology has established a post project assessment program to help identify long-term benefits achieved. The post project assessment process is described in the following section.

### **Post Project Assessment**

The post project assessment is a partnership between Ecology and funding recipients that will identify long-term water quality benefits.

The State Legislature has directed Ecology to implement an outcome-focused approach to water quality financial assistance programs. As a result, Ecology includes a special condition in each loan and grant agreement that requires recipients to participate in a brief survey or possible interview to measure project results three to five years after the project is completed. The date for the assessment will be agreed upon between the applicant and the Ecology Project Management Team and entered into the funding agreement.

## Who is Eligible for Financial Assistance?

Eligible public groups include any Washington State county, city, town, conservation district, or other political subdivision, municipal or quasi-municipal corporation, federally recognized tribe, or Washington State institution of higher education, provided that the project is not included in that institution's statutory responsibilities.

Eligibility for Section 319 grant funds also includes not-for-profit organizations that are recognized as tax exempt by the Internal Revenue Service.

## What types of projects are funded?

**Centennial** funds are used to provide grants and sometimes low-interest loans to public entities under the following project categories:

- Construction or improvement of water pollution control facilities where the applicant meets financial hardship criteria.
- Nonpoint source water pollution control activities projects. Although loans can be made through Centennial, most dollars are distributed as grants.
- On-site septic system repair and replacement.
- Stormwater activities.

**Section 319** funds are used to provide grants for planning or to implement strategies identified in the state's nonpoint source pollution control plan.

The **Revolving Fund** provides low-cost financing (sometimes refinancing) for projects that improve and protect the State's water quality. Projects may include publicly-owned wastewater or stormwater treatment facilities, nonpoint source pollution control projects, and comprehensive estuary conservation and management programs.

A general overview of funded projects can be found in Chapter 4. For more information regarding the eligibility of specific projects or project components, please see the table in Attachment A, the funding program rules (Volume Two), or contact the Ecology financial assistance staff.

## How much money is available for my project proposal?

All grant and loan awards are subject to Legislative appropriation, which occurs at the close of each legislative session and results in the Biennial Budget on odd years and Supplemental Budget on even years. The following provides a summary of funding levels available for the categories of eligible projects.

### **Nonpoint Activity Projects:**

Centennial and Section 319 nonpoint **activity** grant projects are funded at 75 percent of eligible project costs up to the ceiling amount, with a recipient matching responsibility of 25 percent.

**Stormwater Hardship Projects:**

Stormwater projects in communities where financial hardship criteria are met are eligible for Centennial grant funding up to fifty percent of the eligible project cost.

**Wastewater Facility Construction Hardship Projects:**

Revolving Fund and Centennial loan projects are funded at 100 percent of eligible project costs up to the ceiling amount and do not have matching requirements.

**Ceiling Amounts:**

Awards are also subject to a specific program ceiling amount. The ceiling depends on factors such as hardship determination, type of project: facilities or activities, type of recipient match, or the source of the funding. Specific ceiling amount information can be found in WAC 173-95A-520 for Centennial and WAC 173-98-520 for Revolving Fund (Volume Two). Additional information on ceiling amounts for hardship funding can be found in Part 4 and Part 3 “Financial Hardship Assistance” in Centennial and Revolving Fund rules (Volume Two).

**Are there technical conditions that must be met before applying for or receiving funding?**

A Revolving Fund loan project for a facility cannot receive funding if the applicant is not in compliance with the Growth Management Act. Some narrow exceptions may apply. See WAC 173-95A-610 and WAC 173-98-710 (Volume Two).

Applicants that propose **facilities projects** must proceed according to a systematic method known as the **Step Process**. Before a local government with a facilities project is eligible to apply for funds, some preliminary steps must be approved by Ecology. For example, a site-specific facilities plan must be completed and approved by Ecology by the application deadline for the applicant to be eligible to apply for design funding. Stormwater projects, irrigation efficiency projects, and other types of projects that do not require facility planning may substitute a pre-design report for this part of the Step Process. Similarly, the site-specific design and specification documents must be completed and approved by Ecology by the application deadline for an applicant to be eligible to apply for facility construction funding. The applicant must provide a copy of Ecology’s signed approval letter with their application. See WAC 173-95A-540 and WAC 173-98-530 (Volume Two).

Ecology also **encourages** applicants to follow the **Step Process** for **activities projects**; however it is not required and may not be applicable in every case. See WAC 173-95A-560 and WAC 173-98-540 (Volume Two).

**Is hardship funding available?**

For facilities construction and certain stormwater projects where the applicant is able to show that the project causes excessive financial burden, Ecology may offer a grant, low-interest loan, or both. Hardship criteria for wastewater treatment facilities construction and stormwater projects are different. For wastewater treatment facilities construction see WAC 173-95A-400 for Centennial and WAC 173-98-300 for Revolving Fund (Volume Two). For stormwater see WAC 173-95A-420 and WAC 173-98-320 (Volume Two).

## Chapter 2: Application Process and Funding Cycle

The three major funding programs are managed together. There is one combined funding cycle, one application form, and one final offer and applicant list.

### How the Funding Cycle Works

#### **The application period and offer list development process:**

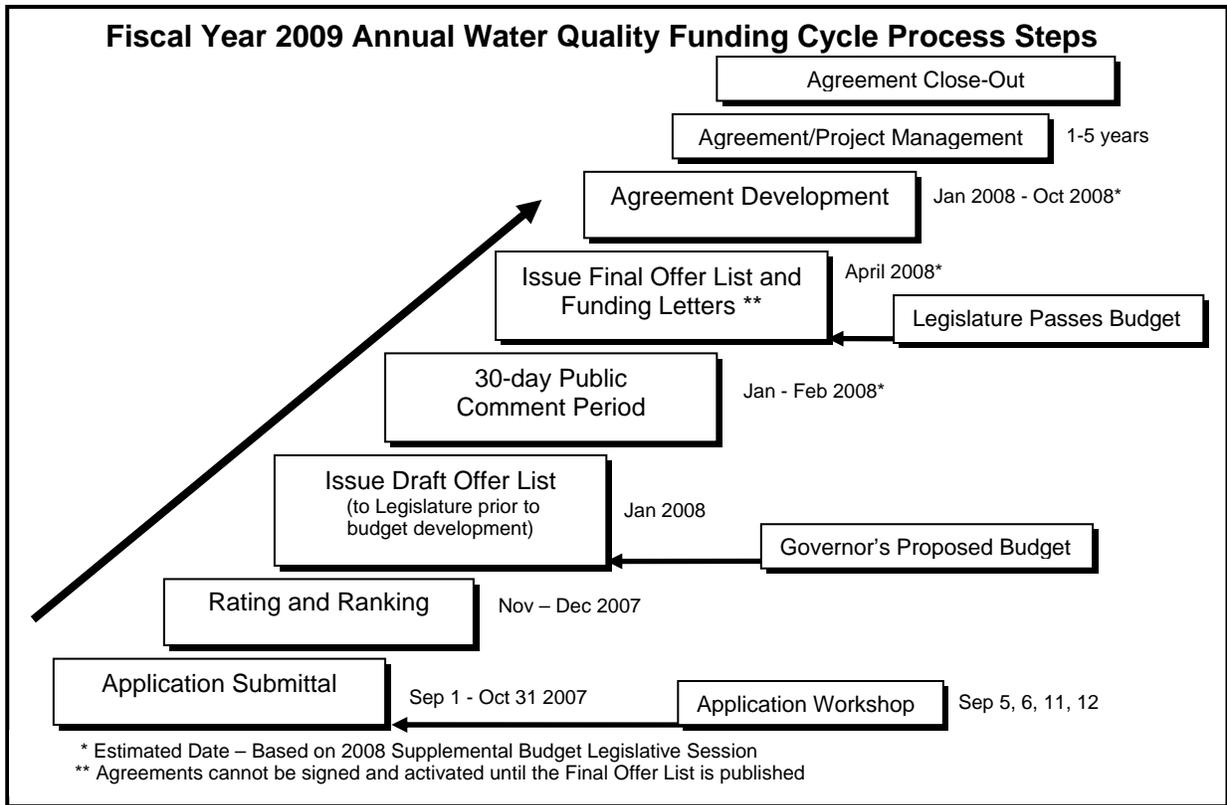
The application period for Fiscal Year 2009 is September 1, 2007, to October 31, 2007.

Before the application period opens, Ecology posts important funding information explaining the application process and sends a public notice on the application period and corresponding application workshops. These public application workshops are held in September at various locations around the state to further explain the application process, general program requirements, and changes to the program for the coming year.

After the application deadline, staff at Ecology's headquarters office in Lacey will:

- Enter the application information into a database for future tracking.
- Email the application to the prospective regional evaluator who will prioritize the eligible projects through a project rating and ranking process.
- Solicit advice on project scope of work from other state agencies, if applicable.
- Conduct an evaluators' meeting to discuss the project proposals, water quality priorities, finalize evaluations, and develop a Draft Offer and Applicant List
- Send the Draft Offer and Applicant List to the Governor's Office of Financial Management (OFM) and the State Legislature for consideration during the funding appropriation process.
- Make adjustments to the Draft Offer and Applicant List based on Legislative provisions.
- Open a 30-day public review and comment period.
- Conduct a public meeting during the 30-day public review process to present the Draft Offer and Applicant List.
- Issue a responsiveness summary to comments received on the Draft Offer and Applicant List.
- Publish the combined Final Offer and Applicant List and the federally-required Revolving Fund Intended Use Plan (IUP).

Applicants must develop funding agreements within **six months** following the publication date of the combined Final Offer and Applicant List. The following illustrates the estimated timeline for the FY 2009 funding cycle process:



## How to apply

The application packet, including application form and guidelines, are available at the workshops or from Ecology staff by request. They are also available on the Web at:

<http://www.ecy.wa.gov/programs/wq/funding/2009/index.html>

Applicants need not specify a funding program in the application. Ecology will determine the funding program based on eligibility, the type of project, and Ecology's need to maximize funding availability.

### The application has two parts:

**Part 1** - the applicant is required to provide general applicant information, project location, and the amount of funds requested.

**Part 2** - the applicant is required to provide detailed information about the project and the water quality results envisioned. Ecology staff will use Part 2 for the evaluation process.

### Submitting the Application:

Each applicant must submit one signed original copy of the completed application and an electronic version of the application to the following Ecology e-mail address:

[FY2009FundingApp@ecy.wa.gov](mailto:FY2009FundingApp@ecy.wa.gov)

Electronic submittal of the application helps to speed up the processing and tracking of essential application information. The electronic version can be submitted before the signed paper version is submitted. However, the signed paper version must be **in the hands of Ecology headquarters' staff on or before the application submittal deadline of 5 p.m. on October 31, 2007, not** merely postmarked prior to the deadline. The signed application can be hand delivered or sent via package delivery service or U.S. mail to Ecology's headquarters building in Lacey.

Faxed applications will not be accepted.

The addresses for sending packages to Ecology via U.S. mail and package delivery service are different:

|   |  |
|---|--|
| <p><b>U.S. Mail Address:</b><br/><i>(Not to be used for UPS or other package delivery services)</i></p>       | <p>Department of Ecology, Water Quality Program<br/>Financial Management Section<br/>P.O. Box 47600<br/>Olympia, WA 98504-7600</p> |
| <p><b>Street Address:</b><br/><i>(Physical location/ package delivery – not to be used for U.S. Mail)</i></p> | <p>Department of Ecology, Water Quality Program<br/>Financial Management Section<br/>300 Desmond Drive<br/>Lacey, WA 98503</p>     |

## The Successful Project Proposal

There is no guarantee that a project proposal will be funded. In general, a successful project proposal will:

- be complete with clear, concise, accurate, and well supported answers to all questions
- demonstrate a clear connection to water quality improvement
- include a well-defined scope of work that has goals, objectives, and measurable outcomes
- provide an accurate and reasonable budget
- provide documentation where applicable

### Helpful hints:

- Please number the pages.
- Check for double-sided documents and irregular page sizes when sending in the original application.
- Remember that Ecology requires a paper original that is signed and an electronic e-mail submittal. Submit the electronic version as soon as possible before the October 31, 2007, deadline to speed processing.
- Paper originals are due to Ecology by 5:00 p.m. on October 31, 2007.

## **Selecting Projects for Funding**

### **The Eligibility Review:**

Ecology staff will select projects based on applicable statewide water quality priorities and federal statutes, regulations, and funding program guidelines.

### **The Scoring:**

Water quality staff in the Ecology region where the project is located will evaluate each project proposal and give it a numerical score. After the projects are scored, evaluators from each region will meet to develop a list and discuss the scores and ensure consistency with statewide water quality priorities and federal statutes, regulations, and funding program guidelines.

Ecology may request input from other state agencies regarding 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 the State Department of Health.

The information provided in the application will be the basis for the scope of work used in a funding agreement. If significant changes to the scope of work occur after a project is ranked, the offer may be withdrawn.

## **Public Review and Requests for Reconsideration (30-day Public Comment Period)**

Applicants and the public receive notices from Ecology about the 30-day public comment period on the combined Draft Offer and Applicant List and the Draft Revolving Fund Intended Use Plan (IUP). During the 30-day public comment period, applicants may provide comment on the process or request reconsideration of a project proposal. Ecology will conduct at least one public information meeting during the comment period to explain the funding cycle, project ranking process, and to take input and comments.

Official comments on the 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.

A response to written comments will be provided in the combined Final Offer and Applicant List, and the Revolving Fund IUP. These documents will be published following the final approval of the State's budget that provides appropriation authority for funding.

## Chapter 3: Developing Loan and Grant Agreements

### Applicants Contacted by Ecology

Ecology's project manager will contact the applicant within four weeks of the loan or grant offer to schedule a time to discuss the funding agreement, i.e., expectations, deliverables, timeframes, etc. If the applicant is not contacted by the Ecology project manager within this time, they are asked to contact Ecology directly. The project manager will work closely with the financial manager to negotiate and develop the funding agreement. The project manager and financial manager are the Project Management Team.

### Agreement Development

The Ecology Project Management Team will use information found in the funding proposal as the basis for developing the funding agreement. Clearly defined project proposals that include measurable objectives and accurate budgets will take less time to develop.

To speed development and processing, much of the funding agreement content is standardized language that includes general and special terms and conditions and other requirements that are necessary based on state and federal law. These requirements are incorporated as attachments.

After the agreement is developed, the Project Management Team will request a quick funding program review. The financial manager will then send the funding agreement to the applicant for signature. The applicant will send the funding agreement back to the financial manager for the final signature by the Water Quality Program Manager or the authorized designee.

The agreement becomes effective once signed by Ecology's Program Manager. Once the agreement goes into effect, a fully executed original will be returned to the recipient. The applicant becomes the recipient once the agreement is signed.

### Incurring Eligible Costs

The recipient can begin incurring project costs on the date that the funding agreement is signed by Ecology. In some instances, eligible costs can be incurred before the effective date of an agreement. For example:

- **Prior authorization** is written authorization that allows the recipient to incur eligible project costs after the publication of the combined Final Offer and Applicant List and before the funding agreement is effective. Prior authorization does not guarantee funding, and Ecology cannot release funds before the effective date of the agreement.

See WAC 173-95-A-700(1) or WAC 173-98-800(1) (Volume Two) for information on the process to request prior authorization.

- **Interim Refinancing** applies to a Revolving Fund loan project that is in progress using moneys from a source other than the department. Interim refinancing uses the Revolving Fund loan to retire existing debt, and also covers the remaining eligible project costs needed to complete the project. See WAC 173-98-410(3) (Volume Two).

## Important Dates

The time limits for starting and ending projects are based on the **publication date** of the combined **Final Offer and Applicant List** that the project is identified for funding on:

- The **funding agreement** for the project must be **signed by both parties no later than 6 months** after the publication date of the combined Final Offer and Applicant List.
- **Actual work on the project must begin no later than 10 months after the publication date of the combined Final Offer and Applicant List.**
- **The project must be completed within 5 years of the publication date of the combined Final Offer and Applicant 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. Completion dates will be negotiated in the funding agreement. In no event can the project be extended beyond six years of the publication date of the combined Final Offer and Applicant List identifying the project.
- Time limits for ending projects for Section 319 grants are subject to an Environmental Protection Agency (EPA) timeline, which is based on the date on which Ecology receives funds from the EPA. Section 319 grant projects will typically have shorter durations than Centennial or Revolving Fund projects.

The **completion date or expiration date** is when all the tasks and project deliverables are completed. A reasonable expiration date is negotiated and set in the agreement document.

The **initiation of operation date** (facilities construction projects only) is the actual date that a facility starts operation and is 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 date of project completion, or it may be earlier. The initiation of operation date triggers the start of the loan repayment grace period of one year. Please see WAC 173-98-430(2) (Volume Two).

## Chapter 4: Examples of Funded Projects

### Major Categories of Funded Projects

Please see the Centennial and Revolving Fund rules for specific information on eligible and ineligible project types and project components, WAC 173-95A (Part 1) and WAC 173-98 (Part 1) (Volume Two).

Some projects are eligible for loans and grants, while other projects are only eligible for loans. Projects marked with \* indicate that the project is loan eligible, but the applicant must demonstrate hardship in order to receive a grant. Projects marked with \*\* are only loan eligible. Projects with no marking may receive grant funding and are eligible for loans.

- Watershed Planning and Implementation
- Lake Restoration Planning and Implementation
- Wellhead Protection
- Ground Water Management Area Planning
- Aquifer Protection Planning
- Water Quality Monitoring
- Education and Outreach
- Implementation of Approved Best Management Practices (livestock exclusion fencing, riparian buffer establishment and planting, riparian restoration activities)
- Stormwater Activities-Type Projects not required under an NPDES permit, such as:
  - Education and Outreach
  - Establishment of stormwater utilities
  - Land use planning
  - Conducting inventories of stormwater sources
  - Mapping and geographic information system of stormwater sources
  - Source control activities, such as erosion control projects involving plantings, storm drain stenciling
  - Reviewing existing local stormwater regulations
- Stormwater Activities-Type Projects required by a permit\*
- Stormwater Facilities Projects\*\* (reduced interest rates may be available for hardship)
- Wastewater treatment facility construction\*
- General and Comprehensive Sewer and Stormwater Planning \*\*
- Facilities Planning\*\*
- Design (preparation of plans and specifications)\*\*
- On-Site Repair and Rehabilitation Local Loan Programs and related activities (grants and loans)
- Local Loan Programs for purposes other than on-site repair and replacement \*\*

## **Chapter 5: Ongoing Project Management**

Project management refers to the day-to-day decisions made on loan or grant projects. Project management responsibilities can include monitoring progress, coordinating the development of payment requests for reimbursement, organizing and facilitating necessary public meetings/involvement process, and the submittal of any required project deliverables to Ecology.

### **Ecology's Project Management Team**

Ecology assigns a grant and loan Project Management Team to each project. The Team works to develop and negotiate funding agreements and monitor recipient performance. The Team consists of a financial manager from the Lacey headquarters office and a project manager from the regional office nearest the recipient.

Ecology assigns a regional project engineer for most facilities projects to provide engineering technical assistance, conduct engineering review and approvals, and determine eligibility of project components. The engineer may also serve as the project manager.

The financial manager reviews and approves payment requests and assists the project manager in the negotiation of agreements.

The regional 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 Team for information.

### **Risk-Based Approach to Project Management**

Ecology uses a risk-based approach in which some loan and grant recipients are required to submit additional backup documentation on payment requests. In addition, Ecology's Project Management Team may conduct additional site visits to provide technical assistance and verify progress or payment information.

The loan or grant recipient selected for increased oversight will usually be notified in the loan or grant offer letter or during the loan or grant agreement negotiations.

### **Accounting Standards**

Recipients must maintain accounting records in accordance with RCW 43.09.200 Local government accounting--Uniform system of accounting. See WAC 173-95A-800 and WAC 173-98-910 (Volume Two).

### **Advisory Committee Time**

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

## **Amendment Process**

Modifications and changes to the funding agreement may become necessary. Changes must be negotiated and established in writing as an amendment to the funding agreement. The two types of amendments are “Formal” and “Letter.” The recipient initiates the amendment process for both types of amendments. All proposed project changes that require formal or letter amendments are subject to approval by the Department of Ecology.

The recipient sends a written request to Ecology’s project manager. If the project manager concurs with the request, the financial manager prepares the amendment.

If the amendment is a formal amendment, three original amendments are sent to the recipient for signature and all three originals are returned to Ecology. Ecology’s Water Quality Program Manager or designee signs the amendment, at which time it becomes effective. One of the original copies of the signed amendment is sent to the recipient contact.

Reasons for formal amendments could include:

- Budget increases or decreases
- Scope of work changes
- Changes to required performance
- Time extensions

A letter amendment is signed by Ecology’s financial manager and the original is sent to the recipient with a copy to the project manager and a copy placed in Ecology’s fiscal file.

Letter amendments are used for:

- Redistribution of tasks or object amounts in the budget, provided it does not increase or decrease the total eligible costs or the “bottom line”
- Allowing Ecology’s fiscal office to track to the total eligible costs (“bottom line.”) instead of line-by-line

## **Appeals Process**

Loan or grant recipients may formally appeal a written decision. See WAC 173-95A-810 and WAC 173-98-920 (Volume Two).

## **Interlocal Agreements**

Interlocal agreements must be consistent with the terms of the loan or grant agreement and Chapter 39.34 RCW Interlocal Cooperation Act.

## **Disbursements of Loan and Grant Funds**

Loan and grant funds are disbursed to recipients on a cost-reimbursable basis. Eligible costs must be incurred within the effective and expiration dates of the funding agreement unless prior authorization or interim refinancing is approved.

## **Equipment Purchase/Equipment Fees**

Equipment is eligible if it is approved by the Ecology Project Management Team. If equipment is owned by the recipient, an appropriate use fee may be charged.

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

## **Extensions and Project Completion**

Time extensions can be granted for valid and substantiated reasons if they occur during the 5-year timeframe from the date of the Final Offer and Applicant List. An extension of up to 12 months beyond the 5-year date can be granted under certain conditions as set in WAC 173-95A-710(2) or WAC 173-98-810(2) (Volume Two). Extensions should be requested no less than three months before the funding agreement is due to expire. See Chapter 3 for specific information on time extensions.

Section 319 grants may have limitations on contract extensions based on when the grant is awarded to the State, and have less flexibility for time extensions.

## **Force Accounts/Staffing Plans**

Force account refers to a local government that uses its own staff to complete a facilities project. For activity-type projects it may be considered a staffing plan. Force accounts and staffing plans may be eligible if:

- The work is performed by qualified employees of the public body.
- The recipient complies with laws on discrimination, such as wages, job safety, insurance, licenses, and certifications.
- The work is accomplished more economically than if procured competitively.

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

## **Indirect Rate**

An indirect rate of up to 25 percent of salaries and benefits can be charged 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. Recipients may be required to submit documentation at any time listing what is included in the indirect rate.

## **Match Requirements and Grant Ceiling Amounts**

Most water pollution control activity grants have matching requirements. The basic grant share for most **water pollution control activity projects**, funded through the Centennial or Section 319 programs, is 75 percent of the total eligible costs. Matching requirements for hardship grants vary.

Match is often in the form of cash, but some grants may be matched with in-kind contributions, or through “Interlocal” contributions. See below for a description of each match category.

The type of match depends on the type of grant or the amount of the grant. Refer to the program rule for specific match requirements.

**Cash Match** is any project cost paid for by the recipient. Generally, a cash match requirement cannot be met with in-kind contributions. However, the costs of goods and services provided to a project by another governmental entity, pursuant to an interlocal agreement, may be used to satisfy a cash matching requirement.

**Interlocal Contributions** are made by another government pursuant to an interlocal agreement. 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 matching requirement.

Interlocal contributions differ from other in-kind contributions, because the following are eligible match:

- An indirect rate of up to 25 percent of salaries and benefits can be billed to a grant.
- Cost of transportation can be recovered through mileage or an indirect rate. Mileage is charged at the current state mileage rate.
- Per diem, travel, and subsistence expenses are allowable at state travel rates.
- Prevailing wages of the public body.

**In-Kind Contribution** is property or services contributed to the recipient (or any contractor under the agreement) without direct monetary compensation. In-kind contributions must be fully documented and reported separately when requesting reimbursement. In-kind contributions include donated or loaned real or personal property, volunteer services, and employee services donated to a project.

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

- Adults: \$15.00 per hour
- Children (under 18): Washington State minimum wage at the time the service is provided

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

- Contributions of overhead costs, per diem, travel, and subsistence expenses
- Contributed time from individuals receiving compensation through the grant, except when that individual is off duty and contributing on their own time
- Time spent at advisory groups or meetings
- Studies conducted by other state or federal agencies

### **Third-Party In-Kind Contribution**

When a third-party employer (not the recipient 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 will be valued at the employee's regular rate of pay.

### **Small Towns Environment Program (STEP) Program**

In-kind contributions may be used for an Ecology-designated STEP project.

### **Grants used to Match Grants**

Check with the funding agency issuing the grant to ensure that it can be used as match for the 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 scope of work on the Ecology grant.
- The date that the costs for the matching grant were incurred 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 set forth for the Ecology grant.
- Generally, the matching grant cannot originate from the same funding source as the Ecology grant.

### **Loans used to Match Grants**

Centennial or Revolving Fund loans may be used to match Centennial and Section 319 grants.

**Donations** that become the long-term property of the recipient are cash match.

### **Light Refreshments**

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

Coffee (and any other non-alcoholic beverage such as tea, soft drinks, juice or milk) and snacks that may be 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 Processing**

The recipient submits a completed A19-1A Invoice Voucher and all required forms to Ecology's financial manager. The recipient's authorized signatory must sign the A19-1A Invoice Voucher, preferably in blue ink. If the costs are eligible and project progress is acceptable, Ecology's financial manager will approve the request. If not, the financial manager and project manager will work with the recipient to resolve the issue.

## **Payment Requests Forms**

Payment requests must include the following forms:

- A State of Washington Invoice Voucher Form A19-1A
- Running Budget Summary Form B1 (ECY 060-3) or B2 (ECY 060-7)
- Voucher Support Form C1 (ECY 060-8) or C2 (ECY 060-9)
- Contractor Participation Report Form D (ECY 060-11)

Where applicable, payment requests should also include:

- Monthly Time Sheet Form E (ECY 060-12)
- Record of Meeting Attendance Form F (ECY 060-13)
- Sales and Use Tax Report Form G (ECY 060-14) (projects funded with Centennial)
- Conversion to a Composite Hourly Billing Rate for an Employee Form H (F-21)
- Valuation of Donated Property Form I (ECY 060-15)

Ecology's financial manager may request additional documentation to support the costs reflected in a payment request at any time. Recipients must keep supportive documentation available in project files for the duration of the project and for five years following project completion.

## **Permits**

Recipients must secure any required permits and must provide documentation upon request. Work on the permit preparation is an eligible cost, but permit fees are considered a normal operating expense and 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.

## **Progress Reports**

Recipients are required to submit progress reports on a regular basis. Typically, progress reports are submitted quarterly: January – March; April – June; July – September; October – December.

Reports are due 15 days following the end of the reporting period.

Progress reports should include a description of any success, 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.

The Project Management Team may request an update on progress at any time in order to verify costs submitted on a payment request.

Ecology will hold payments if progress reports are not submitted.

## **Public Awareness**

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

- Any site-specific project that is accessible to the public must have signs acknowledging state and federal participation. Logos are available from Ecology financial managers for use on the signs.
- All publications must include acknowledgment of state and federal participation.
- Section 319 grant recipients must notify the public about the project. Requirements for the notification usually include: goals of the project; total cost; and the involvement of Ecology and the federal government.

## **Transportation Costs**

Cost of transportation can be recovered through the state mileage rate, a use fee, or an indirect rate. Mileage may be charged to the project at the current state mileage rate. This mileage charge includes all travel related needs, such as gas, tires, insurance, maintenance.

A use fee (or use allowance) for equipment or facilities owned by the recipient or utilized through an interlocal agreement is allowable. A use fee:

- Must be justifiable, fair, and reasonably attributed to the project

- Must directly satisfy the project scope of work
- Must 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

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## Chapter 6: Loans

Loans are available for up to 100 percent of the total eligible project costs (not to exceed loan ceiling amounts).

### The Benefits of Low-Interest Loans

The reduced interest rates offered by the Revolving Fund can represent significant savings when compared to the going market rate. For example, assuming a market rate of 5%, a one-million dollar Revolving Fund project with an interest rate of 2% could save \$240,000 (or 24%).

The Grant Equivalency Chart below presents a comparison for other scenarios as well.

|                    |      | <b>Revolving Fund Rate</b> |      |      |      |      |      |      |
|--------------------|------|----------------------------|------|------|------|------|------|------|
|                    |      | 0.0%                       | 1.0% | 2.0% | 3.0% | 4.0% | 5.0% | 6.0% |
| <b>Market Rate</b> | 5.0% | 38%                        | 31%  | 24%  | 16%  | 8%   | 0%   | -9%  |
|                    | 6.0% | 43%                        | 36%  | 30%  | 23%  | 16%  | 8%   | 0%   |
|                    | 7.0% | 47%                        | 41%  | 35%  | 29%  | 22%  | 15%  | 8%   |
|                    | 8.0% | 51%                        | 46%  | 40%  | 34%  | 28%  | 21%  | 14%  |
|                    | 9.0% | 54%                        | 49%  | 44%  | 39%  | 33%  | 27%  | 20%  |

### Fund Allocations and Ceiling Amounts

Eighty percent of the Revolving Fund is reserved for water pollution control facilities projects. Twenty percent the Revolving Fund is reserved for nonpoint source pollution control activities projects including planning, implementation, and comprehensive estuary conservation and management projects.

Not more than fifty percent of either funding category will be available to any one applicant per funding cycle, unless the demand in either category is limited. See WAC 173-98-520 (Volume Two).

### Refinancing Existing Debt

There are two kinds of refinance – interim refinance or standard (traditional) refinance. See WAC 173-98-410 (Volume Two).

#### Interim Refinance:

Interim refinance is for projects that are in progress where the applicant proceeded on its own accord using funding from a source other than Ecology. Applicants need to apply for funding in the same manner as any new project and need to clearly state that the project is underway. Applicants should also note that the loan request is to retire an existing debt, to fund all or part of the rest of the project, and make sure that all prerequisite documents have been secured.

**Standard Refinance:**

Standard refinance is for those projects that are successfully completed using non-Ecology funding sources and may want to refinance at a lower interest rate. Standard refinance projects are lower priority and will not be offered funding unless there is insufficient demand for funding other projects.

Applicants must explain where funds for the project were originally obtained (e.g., internal funds, other agencies, bond issuance, etc.) and must meet Revolving Fund eligibility and requirements.

Applicants must also explain the specific provisions for repayment. The debt for the project must still be outstanding and bonds must be callable. Ecology will not advance refund a prior debt.

If there is more than one standard refinance project competing for funding, they will be ranked according to financial burden on the ratepayers.

**Loan Terms and Interest Rates**

Ecology bases interest rates for non-hardship projects on the average market interest rate for tax exempt municipal bonds as published in the *Bond Buyer's Index*. Interest rates are based on the average market rate based on the daily market interest rate for the period 60 to 30 days before the start of the application cycle. Interest on loans is compounded monthly.

For a repayment period of up to five years, the rate is determined to be 30 percent of market rate for tax-exempt municipal bonds. For a repayment period of more than five years, but no more than 20 years, the rate is determined to be 60 percent of market rate for tax-exempt municipal bonds. Interest rates for hardship loans and on-site local loan funds may vary. See the funding rules for more information.

**Reserve Requirement**

For a loan that is a revenue-secured debt with a term greater than five years, the recipient is required to accumulate a reserve equivalent to at least the average annual debt service on the loan. This reserve must be established during the first five years of the repayment period of the loan.

**Credit Worthiness Assessment**

Ecology will conduct credit worthiness assessments on public bodies receiving loans. These assessments may require Ecology staff to review current financial statements to determine the ability of applicants to repay debt.

## **Loan Disbursement**

Loan funds are disbursed 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.

## **Loan Repayment**

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

## **Authorizing Ordinance or Resolution**

Applicants must provide an authorizing ordinance or resolution that states that the applicant accepts its 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 included in the loan agreement as an attachment.

## **Insurance**

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

## **Opinion of Recipient's Legal Counsel**

Applicants must provide a statement from legal counsel regarding the final draft of the loan. The statement will be an attachment to the loan agreement.

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

As long as the loan is outstanding, the recipient must irrevocably pledge the net revenue of the utility (and, if applicable, ULID assessments in the ULID) to pay, when due, the principal of and interest on the loan.

## **Operation and Maintenance of Utility**

Recipients must keep the utility in good working order and operate the utility efficiently.

## **Local Loan Funds**

Ecology may provide loans to local governments to establish local loan funds. These loan programs should assist private citizens and small commercial enterprises by providing loans for water quality improvement projects.

Local governments may lend money to rehabilitate on-site septic systems, to implement approved best management practices (BMP), to rehabilitate community stormwater systems, and to alleviate other local water quality problems. Grants or reduced interest rates on loans may be available for applicants administering an on-site septic system local loan fund. See WAC 173-95A-410 and WAC 173-98-310 (Volume Two).

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## **Chapter 7: Facilities Projects**

Water pollution control facilities projects can include facilities planning, design, construction of a traditional wastewater pollution control facility, stormwater projects, and construction of water reclamation facilities. The technical prerequisites and approval process for facilities projects can be extensive. Applicants are encouraged to work closely with the Ecology project engineer to ensure that all technical prerequisites are in place when planning a facilities project.

### **Growth Management Act Compliance**

A local government not in compliance with the Growth Management Act may not receive loans or grants from the department, except, in limited circumstances, where a local government must address a public health need or substantial environmental degradation.

### **Sewer Planning (Comprehensive)**

Comprehensive sewer plans, also known as general sewer plans, are eligible for loan funding. These plans must comply with Chapter 173-240 WAC, *Submission of Plans and Reports for Construction of Wastewater Facilities*.

### **Engineering Reports**

Engineering report preparation is not eligible for Water Quality Program funding. Engineering reports do not satisfy all of the eligibility requirements for Ecology and other state and federal agencies, such as Community Development Block Grants and United States Department of Agricultural Rural Development grants.

### **Facilities Plans**

Preparation of facilities plans is eligible for Water Quality Program funding. Applicants must comply with “facilities planning” requirements in order to be eligible for financial assistance from Ecology.

Facilities plans approved by Ecology more than two years prior to the close of a loan and grant application period must contain evidence of a recent review by Ecology to ensure that the document reflects current conditions. Facilities plans must address the requirements of Chapter 90.46 RCW, Chapter 173-240 WAC, and 40.CFR, Part 35, *State and Local Assistance*, as well as the State Environmental Review Process (SERP) and generally recognized engineering standards and good practices.

### **State Environmental Review Process (SERP)**

The State Environmental Review Process (SERP) helps to ensure that Revolving Fund recipients with a facilities project select environmentally sound and cost-effective alternatives. All recipients

must comply with State Environmental Policy Act (SEPA) and other applicable state and federal environmental statutes, regulations, and executive orders. SERP requirements must be complied with prior to the approval of the facilities plan.

To complete SERP, the applicant must receive Ecology's concurrence on all SEPA documents and the *Washington State Water Pollution Control Revolving Fund (Revolving Fund) Environmental Information Document (EID)*. In addition, if other funding agencies are involved, the applicant needs to coordinate with those other funding agencies to avoid duplication of SERP or the National Environmental Policy Act review process. For further information on SERP and completing the EID, the applicant should contact the engineering staff of the applicable Ecology regional office.

## **Commercial, Industrial, or Institutional Flows**

Projects that solely address commercial, institutional flows are not eligible for funding.

## **Capacity Limitations for Wastewater Treatment Facilities and Stormwater**

The eligibility for capacity for growth differs between the Centennial and Revolving Fund programs. For example, the Centennial program only funds the existing residential need plus ten percent at the time of application. See the "Financial Hardship Assistance" section in WAC 173-95A-400(3) (Volume Two).

The Revolving Fund program funds up to twenty years capacity for growth. See the "Eligible Project Type" section in WAC 173-98-100(4) (Volume Two).

Stormwater capacity limits are consistent with the limits for other water pollution control facilities.

## **Facilities Design**

The plans and specifications must be consistent with Chapter 173-240 WAC, *Submission of Plans and Reports for Construction of Wastewater Facilities*, the approved facilities plan, Ecology's *Criteria for Sewage Works Design*, and other applicable requirements. The plans and specifications must be based on the preferred cost-effective alternative identified in the approved facilities plan.

## **Construction**

Ecology will adjust a facilities construction loan or grant amount by amendment in order to meet the low, responsive, responsible bid. Ecology may consider increasing its eligible share of a loan or, in the case of hardship, a grant award in order to assist the recipient in meeting the low, responsive, responsible bid(s). Funding ceiling amounts apply.

Ecology will meet its loan or grant share of the actual eligible bid amount if the low, responsive, responsible bid falls within the existing loan or grant award amount. The recipient and Ecology

will initiate the amendment process as soon as possible after the completion of the bid process in order to make the funds available to other public bodies.

## **Financial Hardship Assistance**

Ecology may offer hardship grants for facility construction, on-site septic repair and replacement local loan funds, and certain stormwater activities. The hardship criteria varies depending on the type of project. For example, Ecology uses a sliding scale to determine hardship for wastewater treatment construction projects. For wastewater treatment facilities construction see WAC 173-95A-400 for Centennial and WAC 173-98-300 for Revolving Fund (Volume Two). For stormwater see WAC 173-95A-420 and WAC 173-98-320 (Volume Two).

## **Construction Bid Overruns**

If the low responsive responsible construction bid(s) exceeds the engineer's estimate of construction costs, the department may approve funding increases for up to ten percent of the engineer's original estimate.

## **Change Orders**

Ecology may provide a five-percent contingency for change orders. The five-percent contingency will be based on the total eligible cost of the actual bid award amount. Change orders are not eligible for design-build or design-build-operate projects. See WAC 173-95A-520(6) and WAC 173-98-520(5) (Volume Two).

A change order is a formal document that modifies some condition(s) of the original construction contract document. Ecology reviews all construction change orders and approves or disapproves them. The reviews cover technical merit, impact on the construction schedule, and compliance with other regulatory program requirements. The funding recipient must execute a change order any time there is a variation in an original construction contract document. 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.

## **Water Reclamation Facilities**

Water reclamation 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 benefit are not eligible. Eligible project elements may include, but not be 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 recreations 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.

## **Stormwater Projects Eligible for Loans**

The following stormwater projects are eligible for loans:

- Projects that are considered directly part of the actual preparation of a facilities plan (along with design and construction of stormwater facilities).
- Projects proposed by legally established stormwater utilities, except in the construction step where the project would otherwise cause a financial hardship. Stormwater utilities have a revenue base from which loans can be repaid.
- Stormwater activities and facilities required by a discharge permit (including monitoring).

Note: Detention and treatment of stormwater from new, existing, and historic commercial sites and industrial sites is the legal responsibility of the property owner.

Projects located in the Puget Sound basin must comply with the Puget Sound Water Quality Management Plan, including meeting the requirements of the Basic Program and the Comprehensive Program.

## Chapter 8: Activities Projects

Water pollution control activities include a wide variety of projects that do not involve constructing or preparing to construct a traditional wastewater pollution control facility. However, other specific review and approval requirements may be specified by Ecology in the individual loan or grant agreements.

### Best Management Practices (BMP) Projects

BMPs are the physical, structural, and managerial practices approved by the department that prevent or reduce nonpoint source pollution.

Best management practices (BMP) that address or correct water quality degradation through facility- or activity-focused projects may be funded using Ecology's Water Quality Program financial assistance. However, BMP eligibility is not the same for loans and grants.

Implementation of BMPs refers to the use of established approaches or practices to address water quality problems.

BMPs on private property, public property, public easements, or public rights-of-way through private property are eligible for loan funding. Livestock exclusion fencing, riparian buffer establishment and planting, and riparian restoration activities are eligible for grant funding. Additional BMPs will be evaluated and added to the grant funding eligibility list by Ecology specialists on an ongoing basis.

Implementation of agricultural BMPs on property owned by Washington State and Federal Governments are largely ineligible, regardless of the eligibility of the applicant. However, in recognition of the complexity of watersheds and the benefits of cooperative efforts, Ecology can provide financial assistance to an eligible public body to participate with other state and federal agencies in comprehensive watershed planning and large scale monitoring programs that extend substantially beyond federal and state lands.

Ecology will consider the following in determining eligible BMPs:

- Recommended through a multi-agency watershed management planning process or are required in order to meet a National Pollution Discharge Elimination System (NPDES) permit. (Centennial Only)
- Provides public benefits through improved water quality
- Based on water quality improvements and not on production needs
- Targets the most critical areas, structural, and non-structural practices that, if properly managed, will provide the greatest protection or improvement in water quality

## Off-Stream Watering for Livestock

Off-stream water facilities (including well construction) are conditionally eligible for Water Quality Program financial assistance for projects that include privately owned livestock operations. Off-stream watering is used to provide an alternative source of watering where fencing or other method(s) are used to exclude livestock from streams in order to protect water quality.

The following conditions must be met to meet eligibility requirements for off-stream watering facilities to be considered for a Water Quality program grant or loan:

1. Land use must be dedicated to livestock or milk production on or before June 10, 2004.
2. 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 Chart in No. 8 of this section).

A cost-effective analysis for wells must be completed in accordance with the following criteria:

- a. Gravity feeding or pumping from existing surface and groundwater sources, and water hauling are to be considered as first choices. If these alternatives are not feasible, dug or drilled wells may be considered.
  - 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. Plan(s) must be completed and approved by at least the respective conservation district before off-stream watering is installed.
3. **Off-stream water facilities (not including well construction)** may be provided for less than 20 Animal Units.
4. **A landowner agreement** must be signed between the property owner and the public entity recipient before the off-stream watering facility is installed. The agreement must allow inspection by the recipient and by Ecology staff, and may provide for public and educational tours to be arranged between the recipient and the landowner.

The landowner agreement will include, but not be limited to:

- a. A ten-year maintenance agreement that is transferred with the ownership of the land.
- b. Provisions to ensure that water supplied is for livestock use only
  - i. Per Ecology Water Resources Program Policy 1025, 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.

- ii. 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.

5. **Riparian revegetation, as needed**, will be installed to provide controlled overland flow filtering of pollutants (in accordance with, but not limited to, all applicable Natural Resources Conservation Services Field Operating Technical Guide (FOTG) Practices).
6. **Livestock exclusion fencing or another equally effective exclusionary BMP is to be provided.**
7. **Financial Assistance Limits and Other Provisions**
  - a. For all off-stream livestock water provisions, up to 75 percent of total eligible cost or \$6,000 (whichever is less) per landowner per grant. Loans may be issued to cover up to 100 percent of eligible project cost.
  - b. Pumps, pipes, water troughs, and wells, as needed, are eligible.
  - c. The loan or grant will not reimburse recipients for costs associated with unsuccessful well drilling.
  - d. Neither electrical nor mechanical power provisions are eligible.
  - e. Cross fencing is currently ineligible.

8. **Animal Units** as defined WAC 173-224-030 (Volume Two):

| Animal Type                      | Number of Animals per Animal Unit |
|----------------------------------|-----------------------------------|
| <b>Dairy Cows</b>                |                                   |
| <b>Jersey Breed</b>              |                                   |
| Milking Cow                      | 0.900                             |
| Dry Cow                          | 0.900                             |
| Heifer                           | 0.220                             |
| Calf                             | 0.220                             |
| <b>Other Breeds</b>              |                                   |
| 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*

## **Lake Restoration Projects**

Lake restoration and planning activities on lakes with public access are eligible for loan or grant funding. The Step Process for Activities is required for lake projects. See WAC 173-95A-560 (Volume Two).

## **Public Communication and Education Projects**

Projects with public communication and education components are eligible for loan or grant funding. Please refer to Appendix H, *Developing Public Communications Project Proposals*, for further guidance on how to develop communication and education project proposals. *Please note that this information is provided as a resource or checklist and is not to be submitted.*

## **Water Quality Monitoring**

Water quality monitoring before, during, and after implementation and project completion is critical for tracking environmental and project results. Loan or grant funding may be provided for water quality monitoring projects. Typically, a recipient undertakes monitoring to characterize the existing conditions of ground and surface waters, to identify or quantify pollutant sources or loads, and to establish the effectiveness of BMPs. Monitoring may be the entire project or a component of a larger project. Short- and long-term monitoring should be a component of all projects to ensure that project results are achieved and environmental results are addressed and ultimately achieved.

Funding recipients that collect water quality monitoring data must submit all data to Ecology through the Environmental Information Management System (EIM). Data must be submitted by following instructions on the EIM website, currently available at:

<http://www.ecy.wa.gov/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 can be directed to the EIM Data Coordinator, currently available at:

[eim\\_data\\_coordinator@ecy.wa.gov](mailto:eim_data_coordinator@ecy.wa.gov)

## **Quality Assurance Project Plan (QAPP)**

Prior to initiating water quality monitoring activities, the applicant 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*, February 2001 (Ecology Publication No. 01-03-003). The applicant may also reference the *Technical Guidance for Assessing the Quality of Aquatic Environments*, revised February 1994 (Ecology Publication No. 91-78) or more current revision, in developing the QAPP.

**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 must be approved before starting the environmental monitoring activities.

The recipient must use an environmental laboratory accredited by Ecology to analyze water samples for all parameters to be analyzed that require bench testing. Information on currently accredited laboratories and the accreditation process is provided on the Department of Ecology’s Environmental Assessment Program’s website, available at:

<http://www.ecy.wa.gov/programs/eap/lab-accreditation.html>

The recipient should manage all monitoring data collected or acquired under this agreement in order to be available to secondary users and meet the “ten-year rule.” The ten-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 ten years after data are collected.

The recipient must submit all monitoring data to Ecology’s Environmental Information Management System (EIM) including meta-data (data about the data) and a complete data-dictionary. Common standards must be used for infrastructure details, such as geographic names, Geographic Information System (GIS) coverage, list of methods, and reference tables. To facilitate data exchange, Ecology has a Data Submittal Guide available via the Internet, which assists with the necessary formats and requirements for tabular data. If GIS data is collected, Ecology data standards are encouraged. An Ecology Focus Sheet entitled *GIS Data and Ecology Grants* (Publication No. 98-1812-SEA) outlines the standards.

**Total Maximum Daily Loads (TMDL) Support Projects**

Projects that support the planning and implementation of Total Maximum Daily Load (TMDL) programs are eligible for funding. Please work directly with Ecology’s TMDL coordinators in planning and managing these projects.

## **Watershed Planning Projects**

Watershed planning projects are eligible for loan or grant funding. If the project is located in the 12 counties that border Puget Sound, it must comply with planning criteria contained in Chapter 400-12 WAC, *Local Planning and Management of Nonpoint Source Pollution*. 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.

## **Wellhead Protection Projects**

Wellhead protection implementation projects are eligible for loan or grant funding. These are projects undertaken to protect the water quality of ground water used as a public drinking water supply.

## **Demonstration Projects**

“Demonstration” BMP activity projects can be considered for funding provided the practice has a proven record and if the practice has not previously been demonstrated in the Ecology region where the project is proposed regardless of whether or not Ecology financial assistance was used.

Demonstration projects should be relatively small in scope, yet large enough to clearly evaluate BMP effectiveness. Effectiveness monitoring is factored into a demonstration project.

Demonstration projects also need to incorporate education and outreach, including direct involvement from the local county cooperative extension office or local conservation district. Planned outreach needs to include news articles, focus sheets, or other written materials to maximize public exposure and increase the public awareness of the project. Approaches for planned outreach need to be explained in the financial assistance proposal.

# Definitions

The definitions found in funding program rules apply to these guidelines. See WAC 173-95A-020 and WAC 173-98-030 (Volume Two).

# Appendices

- APPENDIX A: Comparison of Eligibility of Costs in the Funding Programs
  - Part One - Eligibility of Project Types (may also be components of a project)
  - Part Two - Eligibility of Project Components
- APPENDIX B: Financial Assistance for Best Management Practices (BMP)
- APPENDIX C: 303(d)-Listed Water Bodies in Washington State
- APPENDIX D: Map of Water Resource Inventory Areas (WRIA) in Washington
- APPENDIX E: Financial Hardship Analysis Form
- APPENDIX F: Median Household Income Table
- APPENDIX G: Department of Ecology Regional Offices
- APPENDIX H: Developing Public Communication and Education Project Proposals
- APPENDIX I: Opinion of Recipient's Legal Counsel
- APPENDIX J: Resources: Impaired Designated Uses - Drinking Water Impairment and Shellfish Area Status
- APPENDIX K: Water Quality Loan and Grant Contact List, July 2007
- APPENDIX L: Directions to Ecology Building

**APPENDIX A: Comparison of Eligibility of Costs in the Funding Programs**

**Part One - Eligibility of Project Types** (may also be components of a project)

**Part Two - Eligibility of Project Components**

Not all scenarios are covered. For clarification, contact Ecology staff about your proposed project. Staff contact information is found at the beginning of the guidelines and in Appendix K.

How to read this table:

Y.....Yes

N.....No

N\*.....May be eligible for hardship

Part One..... Examples of project types.

Part Two.....Examples of project components. Components may not be eligible for grant funding if overall project is not eligible.

Footnotes.....Found in table at the end of *Appendix A, Part Two - Eligibility of Project Components*.

**APPENDIX A, Part One - Eligibility of Project Types** (may also be components of a project)

| Item Description  | Centennial Grant | Centennial Loan | Revol. Fund Loan | 319 Grant |
|---|------------------|-----------------|------------------|-----------|
| Acts of nature: Projects related to acts of nature that alter the natural environment, thereby causing water quality problems   | N                | N               | N                | N         |
| Aquatic plant control for aesthetic reasons, navigational improvements, or other purposes unrelated to water quality  | N                | N               | N                | N         |
| 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 | Y                | Y               | Y                | Y         |
| Best management practices implementation on private property (footnotes 1 ,2 & 3)   | Y                | Y               | Y                | Y         |
| Best management practice implementation on public property  | Y                | Y               | Y                | Y         |
| Combined sewer overflow abatement   | N*               | Y               | Y                | N         |
| Planning: Comprehensive basin, watershed, and area-wide water quality planning  | Y                | Y               | Y                | Y         |
| Planning: Comprehensive sewer planning including wastewater element of capital facilities planning under the Growth Management Act  | N                | Y               | Y                | N         |
| Planning: Comprehensive stormwater planning examining facilities needs (such as conveyance and treatment)   | N                | Y               | Y                | N         |
| Community wastewater systems  | N*               | Y               | Y                | N         |
| Community wastewater systems through a local loan fund  | Y                | Y               | Y                | N         |
| Education and stewardship programs  | Y                | Y               | Y                | Y         |
| Engineering reports   | N                | N               | N                | N         |
| Facilities for the control, storage, treatment, disposal, or recycling of domestic wastewater   | N *              | Y               | Y                | N         |
| Facilities to address primary treatment   | N                | N               | N                | N         |
| Facilities to meet existing need  | N *              | Y               | Y                | N         |
| Facilities with reserve capacities to accommodate flows associated  | N                | N               | Y                | N         |

| Item Description   | Centennial Grant | Centennial Loan | Revol. Fund Loan | 319 Grant |
|--|------------------|-----------------|------------------|-----------|
| with 20-year projected growth  |                  |                 |                  |           |
| Facilities with reserve capacities to meet up to 110 percent of existing needs   | N                | Y               | Y                | N         |
| Facility plans   | N                | Y               | Y                | N         |
| Farm planning  | Y                | Y               | Y                | Y         |
| Flood control  | N                | N               | N                | N         |
| Ground water protection  | Y                | Y               | Y                | Y         |
| Refinancing: Interim or standard refinancing for construction of facilities  | N                | N               | Y                | N         |
| Lake restoration implementation (see footnote 3)   | Y                | Y               | Y                | Y         |
| Lake restoration implementation where there is no public access  | N                | N               | N                | N         |
| Lake water quality planning  | Y                | Y               | Y                | Y         |
| Local loan fund other than on-site septic repair/replacement   | N                | Y               | Y                | N         |
| Local loan fund for onsite septic repair and replacement programs  | Y                | Y               | Y                | N         |
| On-site wastewater system education, information, and technical assistance programs  | Y                | Y               | Y                | Y         |
| Plans and specifications (facility design)   | N                | Y               | Y                | N         |
| Reclamation of abandoned mine land if undertaken to protect water quality  | N                | N               | N                | N         |
| Riparian and wetlands habitat restoration and enhancement  | Y                | Y               | Y                | Y         |
| Scientific research unrelated to a specific activity or facility   | N                | N               | N                | N         |
| Sewer laterals, individual pump stations, or other appurtenances on private residential property, where the facilities are not owned and maintained by a public body   | N                | Y               | N                | N         |
| Sewer laterals, individual pump stations, or other appurtenances on private residential property, where the facilities are owned and maintained by a public body   | N *              | Y               | Y                | N         |
| Sewer laterals, individual pump stations, or other appurtenances on private residential property, where the project addresses a source of non-point pollution  | N *              | Y               | Y                | N         |
| Sewer systems, including collection to eliminate failing or failed on-site septic systems, where a public health emergency or severe public health hazard has been declared by the Washington State Department of Health or a similar advisory issued by a local health department or district | N *              | Y               | Y                | N         |
| Sewers and side sewer laterals on public property for infiltration and inflow correction projects (when documented to be the cost effective alternative for wastewater treatment in the facilities plan approved by Ecology)   | N *              | Y               | Y                | N         |
| Solid and hazardous waste  | N                | N               | N                | N         |
| Standard refinancing for construction of facilities initiated after March 7, 1985, provided Revolving Fund requirements are met  | N                | N               | Y                | N         |
| State and federal agency facilities and other duties and responsibilities  | N                | N               | N                | N         |
| Stormwater activities and facilities required by stormwater permits  | N*               | Y               | Y                | N         |
| Stormwater projects not required by stormwater permits. For example: land use planning, public education and communication, source control, mapping, GIS   | Y                | Y               | Y                | Y         |

| <b>Item Description</b>   | <b>Centennial Grant</b> | <b>Centennial Loan</b> | <b>Revol. Fund Loan</b> | <b>319 Grant</b> |
|---|-------------------------|------------------------|-------------------------|------------------|
| Stream restoration projects or other bioengineering for water quality purposes                                  | Y                       | Y                      | Y                       | Y                |
| Total Maximum Daily Load (Water Cleanup Plan) development and implementation                                    | Y                       | Y                      | Y                       | Y                |
| Transferring ownership of a small wastewater system to a public entity (costs associated with) (see footnote 4) | N *                     | Y                      | Y                       | N                |
| Monitoring: Water quality monitoring  | Y                       | Y                      | Y                       | Y                |
| Previously funded objectives  | N                       | N                      | N                       | N                |
| Wellhead protection   | Y                       | Y                      | Y                       | Y                |
| Water supply and conveyance   | N                       | N                      | N                       | N                |

**See footnotes after APPENDIX A, Part Two**

**APPENDIX A, Part Two - Eligibility of Project Components:**

| <b>Item Description</b>  | <b>Centennial Grant</b> | <b>Centennial Loan</b> | <b>Revol. Fund Loan</b> | <b>319 Grant</b> |
|--|-------------------------|------------------------|-------------------------|------------------|
| Abandonment of existing structures or demolition of structures that are not interfering with proposed construction                                 | N                       | N                      | N                       | N                |
| Bond costs for debt issuance   | N                       | N                      | N                       | N                |
| Bonus or acceleration payments to contractors to meet contractual completion dates for construction  | N                       | N                      | N                       | N                |
| Computer equipment specific to a funded  | Y                       | Y                      | Y                       | Y                |
| Cost-plus-a-percentage-of-cost contracts (also known as multiplier contracts), time and materials contracts, and percent-of-construction contracts | N                       | N                      | N                       | N                |
| Culvert repair or replacement  | N                       | N                      | N                       | N                |
| Diagnostic studies to assess current water quality   | Y                       | Y                      | Y                       | Y                |
| Easement fees  | N                       | N                      | N                       | N                |
| Equipment and/or tools pre approved for a funded project   | Y                       | Y                      | Y                       | Y                |
| Equipment required for site and building maintenance   | N                       | N                      | N                       | N                |
| Fees for permits   | N                       | N                      | N                       | N                |
| Fines and penalties due to violations of or failures to comply with federal, state, or local laws  | N                       | N                      | N                       | N                |
| Application preparation (grant or loan)  | N                       | N                      | N                       | N                |
| Indirect rate (up to 25% of salaries and benefits)   | Y                       | Y                      | Y                       | Y                |
| Interest on bonds, interim financing, and associated costs to finance projects   | N                       | N                      | N                       | N                |
| Land acquisition as an integral part of the treatment process (e.g., land application) or for prevention of water pollution                        | N                       | Y                      | Y                       | N                |
| Land acquisition for siting of wastewater treatment plants, sewer rights-of-way and easements, and associated costs                                | N                       | Y                      | N                       | N                |
| Land acquisition for wetland habitat preservation  | N                       | Y                      | Y                       | N                |
| Landscaping for aesthetic reasons  | N                       | N                      | N                       | N                |
| Landscaping for erosion control directly related to a project  | Y                       | Y                      | Y                       | Y                |
| Legal expenses associated with development of local ordinances for water quality protection  | Y                       | Y                      | Y                       | Y                |
| Legal expenses associated with use of a bond counsel in developing a loan agreement  | N                       | Y                      | Y                       | N                |
| Light refreshments for meetings if pre approved  | Y                       | Y                      | Y                       | Y                |
| Lobbying or expenses associated with lobbying  | N                       | N                      | N                       | N                |
| Mitigation to comply with requirements in SEPA/NEPA or other environmental review directly related to a project                                    | Y                       | Y                      | Y                       | Y                |
| Model ordinances to prevent or reduce pollution from nonpoint sources, development/dissemination of  | Y                       | Y                      | Y                       | Y                |
| Monitoring equipment used by an industry for sampling and analyses of industrial discharges to municipal water pollution control facilities        | N                       | N                      | N                       | N                |
| Monitoring equipment used for water quality assessment   | Y                       | Y                      | Y                       | Y                |
| Office furniture   | N                       | N                      | N                       | N                |
| Operating expenses of local government, such as the salaries and expenses of a mayor, city council member, city attorney, etc.                     | N                       | N                      | N                       | N                |
| Overtime differential paid to employees of local government to complete administrative or force account work                                       | N                       | N                      | N                       | N                |

| Item Description   | Centennial Grant | Centennial Loan | Revol. Fund Loan | 319 Grant |
|--|------------------|-----------------|------------------|-----------|
| Personal injury compensation or damages arising out of the project, whether determined by adjudication, arbitration, negotiation, or other means   | N                | N               | N                | N         |
| Preparation of environmental checklists, assessments, and impact statements necessary to satisfy requirements for the State Environmental Policy Act (SEPA) and the National Environmental Policy Act (NEPA) | Y                | Y               | Y                | N         |
| Professional dues  | N                | N               | N                | N         |
| Project administration and management  | Y                | Y               | Y                | Y         |
| Replacement parts, for an initial set of spare parts for equipment that is critical for a facility to operate in compliance with discharge permit requirements   | N *              | Y               | Y                | N         |
| Replacement parts, other than those for an initial set of spare parts for equipment that is critical for a facility to operate in compliance with discharge permit requirements                              | N                | N               | N                | N         |
| Routine or ongoing operation and maintenance costs   | N                | N               | N                | N         |
| Sales tax  | Y                | Y               | Y                | Y         |
| Sewer to replace an existing wastewater treatment plant  | N *              | Y               | Y                | N         |
| Statewide meetings or national conference registration fees where attendee is making a formal presentation about the project results and/or findings   | Y                | Y               | Y                | Y         |
| Stormwater activities and facilities required by stormwater permits  | N*               | Y               | Y                | N         |
| Stormwater activities-type projects not related to stormwater facilities and not required by stormwater permits  | Y                | Y               | Y                | Y         |
| Training to develop skills that are necessary to directly satisfy the scope of work. Pre approval by Ecology required  | Y                | Y               | Y                | Y         |
| Training, conference, and registration fees to develop skills that are necessary to directly satisfy the scope of work. Pre-approval by Ecology required.  | Y                | Y               | Y                | Y         |
| User charge system development   | Y                | Y               | Y                | N         |
| Value Engineering  | N                | Y               | Y                | N         |
| Vehicle purchase for the transportation of liquid or dewatered sludge or septage.  | Y                | Y               | Y                | N         |
| Vehicles - specialized vehicles used and stored at the project site or recipient offices (e.g., carts for transporting samples, large tools, pumps)<br>(see footnote 5)                                      | Y                | Y               | Y                | N         |
| Vehicle purchase (general purpose), such as cars, pickup trucks, vans  | N                | N               | N                | N         |
| Wastewater or stormwater utility rate studies  | Y                | Y               | Y                | N         |

**Footnotes:**

**1: Agricultural best management practices on private property:** Centennial and Section 319 grants to local governments may be available for the following projects only:

- Riparian revegetation or fence construction if a public easement is given by the landowner
- New innovative/alternative technology if they have not yet been demonstrated in the Washington State Department of Ecology Region in which they are proposed
- New BMPs approved by Ecology as they are evaluated. New BMPs will be environmentally sound, effective, and consistent with the funding program goals and objectives.

- 2: Agricultural best management practices on private property:** Concentrated animal feeding operations (CAFOs) are eligible for Centennial loans. If the project is proposed in areas covered by federally designated National Estuaries (Puget Sound and Lower Columbia River, currently), then the project may be eligible for a Revolving Fund loan.
- 3: Facilities elements within a lake implementation project will be eligible for loans only.**
- 4: Costs associated with transferring a small wastewater system to a public entity:** Costs associated with the establishment of a satellite support system for facilities management that would provide for the transfer, through ownership or contract, of the operation and maintenance responsibilities from the owner of a small wastewater system to a public entity capable of providing these services (such costs could include associated planning, costs of a feasibility study, preparation of an implementation plan, and facility construction and equipment acquisition necessary to permit system implementation).
- 5: Specialized vehicle eligibility decided by Ecology on a case-by-case basis:** Recipient must clearly demonstrate that specialized vehicles are essential to directly satisfy the project scope of work and to achieve the project water quality goals and outcomes. Ecology will determine if purchasing specialized vehicles is the best use of limited loan and grant funds.

## **APPENDIX B: Financial Assistance for Best Management Practices (BMP)**

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### **Introduction**

Best management practices (BMP) that address or correct water quality degradation through facility or activity focused projects may be funded using Ecology's Water Quality Program financial assistance. The implementation of BMPs refers to the use of established approaches or practices to address these water quality problems.

BMPs are defined as, "*Structural or non-structural method(s), recommended through a planning process, that have a demonstrated success for addressing or preventing water quality degradation.*"

Projects such as agricultural BMPs on property owned by Washington State and Federal Governments are largely ineligible, regardless of the eligibility of the applicant. However, in recognition of the complexity of watersheds and the benefits of cooperative efforts, Ecology can provide financial assistance to an eligible public body to participate with other state and federal agencies in comprehensive watershed planning and large scale monitoring programs that extend substantially beyond federal and state lands.

The three funding programs that Ecology's Water Quality Program administers originate from federal or state funds, which are used to address water quality problems on publicly owned lands or lands with public access.

Eligible BMPs:

- Recommended through a multi-agency watershed management planning process or are required in order to meet a National Pollution Discharge Elimination System (NPDES) permit
- Provide public benefits through improved water quality
- Based on water quality improvements and not on 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 are limited to:

- Implementation of best management practices in the riparian zone on private property consisting of revegetation or fence construction and where a landowner agreement is signed by the landowner.
- Implementation of best management practices on private property, where the practice consists of a demonstration of new, innovative, or alternative technology not yet demonstrated in the Washington State Department of Ecology region in which they are proposed, and where a public easement, conservation easement, or landowner agreement is granted by the landowner.

**Agricultural BMPs** must comply with the corresponding Natural Resource Conservation Service (NRCS) Field Office Technical Guide (FOTG). If a FOTG is not available to address a problem then the BMP must be designed by a licensed engineer. See Section IV at the following Web address:

<http://efotg.nrcs.usda.gov/treemenuFS.aspx?Fips=53077&MenuName=menuWA.zip>

**Stormwater BMPs** in Western Washington will also need to comply with the Western Washington Stormwater Management Manual (*Stormwater Management Manual for Western Washington, Washington State Department of Ecology, August 2001*, Ecology Publication Numbers 99-11; 99-12; 99-13; 99-14; 99-15). Eastern Washington projects need to comply with the *Stormwater Management Manual for Eastern Washington*.

**FY 2008 BMP Eligibility Matrix**

How to read this table:

Y.....Yes

N.....No

N\*.....May be eligible for hardship

Part One.....BMP Eligibility Matrix

Notes.....Found at the end of BMP table

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

Applicable

FOTG .....Field Office Technical Guide (FOTG) found in Section IV at:

<http://efotg.nrcs.usda.gov/treemenuFS.aspx?Fips=53077&MenuName=menuWA.zip>

Refer to *Appendix A, Comparison of Eligibility of Cost in the Funding Programs*, for additional eligible project types and project components.

| PROJECT   | Eligibility for Type of Assistance - Yes (Y)/ No (N) |           |          |           |
|---|--|-----------|----------|-----------|
|   | CCWF Grant   | CCWF Loan | SRF Loan | 319 Grant |
| Most BMPs on federal and state owned property   | N  | N         | N        | N         |
| BMPs that affect upland areas or that are production oriented.  | N  | N         | N        | N         |
| <i>Erosion and sediment control, bank stabilization, riparian, lake shore &amp; wetland restoration</i> |  |           |          |           |
| Installation of rip rap, boulders, and retaining walls <sup>a</sup>                                     | N  | N         | N        | N         |
| Installation of log structures  | Y  | Y         | Y        | Y         |
| Installation of root wads   | Y  | Y         | Y        | Y         |
| Acquisition/installation of native plant  | Y  | Y         | Y        | Y         |

| PROJECT   | Eligibility for Type of Assistance - Yes (Y)/ No (N) |           |          |           |
|---|--|-----------|----------|-----------|
|   | CCWF Grant   | CCWF Loan | SRF Loan | 319 Grant |
| material  |  |           |          |           |
| Acquisition/installation of plant material stabilizer                       | Y  | Y         | Y        | Y         |
| Planting trees for future harvesting <sup>a</sup>                           | N  | N         | Y        | N         |
| Watering riparian plantings <sup>c</sup>                                    | Y  | Y         | Y        | Y         |
| Residue management via no till, direct seeding                              | N  | Y         | Y        | N         |
| Riparian forest buffers   | Y  | Y         | Y        | Y         |
| Use of sediment settlers (e.g., Polyacrylamide) <sup>a</sup>                | N  | Y         | Y        | N         |
| Grass filter strips <sup>a</sup>  | Y  | Y         | Y        | Y         |
| Conservation plans and targeted BMP plans                                   | Y  | Y         | Y        | Y         |
| Site monitoring and follow-up maintenance                                   | Y  | Y         | Y        | Y         |
| Site preparation work (e.g., weed removal)                                  | Y  | Y         | Y        | Y         |
| Weed control associated with riparian revegetation                          | Y  | Y         | Y        | Y         |
| Lakeshore riparian installation <sup>a</sup>                                | Y  | Y         | Y        | Y         |
| Wetlands restoration <sup>a</sup>   | Y  | Y         | Y        | Y         |
| Land acquisition for wetlands protection, restoration, and construction     | N  | Y         | Y        | N         |
| Armoring of the toe   | Y  | Y         | Y        | Y         |
| Sediment control basins   | N  | Y         | Y        | N         |
| Chanel re-establishment or naturalization/meander reconstruction/re-sloping | Y  | Y         | Y        | Y         |
| Stream bank revegetation  | Y  | Y         | Y        | Y         |
| Wetlands restoration  | Y  | Y         | Y        | Y         |
| Wetland creation  | N  | Y         | Y        | N         |
| <b>Farm &amp; livestock management</b>                                      |  |           |          |           |
| Fencing on private property <sup>a, b</sup>                                 | Y  | Y         | Y        | Y         |
| Fencing on public property <sup>a, c</sup>                                  | Y  | Y         | Y        | Y         |
| Acquisition/installation of fencing along stream                            | Y  | Y         | Y        | Y         |
| Acquisition/installation of side fencing                                    | N  | N         | N        | N         |
| Bridges (livestock only)  | Y  | Y         | Y        | Y         |
| Bridges (vehicle)   | N  | N         | N        | N         |
| Off-stream watering provisions <sup>a, b, c</sup>                           | Y  | Y         | Y        | Y         |
| Installation of livestock exclusion fencing                                 | Y  | Y         | Y        | Y         |
| <b>Public information and education</b>                                     |  |           |          |           |
| Education, outreach, information  | Y  | Y         | Y        | Y         |

| PROJECT   | Eligibility for Type of Assistance - Yes (Y)/ No (N) |           |          |           |
|---|--|-----------|----------|-----------|
|   | CCWF Grant   | CCWF Loan | SRF Loan | 319 Grant |
| Educational signage   | Y  | Y         | Y        | Y         |
| Pledge programs   | Y  | Y         | Y        | Y         |
| School programs <sup>a, d</sup>   | Y  | Y         | Y        | Y         |
| <b>Structural protection or reconstruction</b>  |  |           |          |           |
| Culvert reconstruction or replacement   | N  | N         | N        | N         |
| <b>Stormwater projects</b>  |  |           |          |           |
| Implementation of educational activities  | Y  | Y         | Y        | Y         |
| Stormwater related land use planning  | Y  | Y         | Y        | Y         |
| Stormwater inventories  | Y  | Y         | Y        | Y         |
| Establishment of stormwater utilities   | Y  | Y         | Y        | Y         |
| Detention facilities, (ponds, tanks, or vaults, et. al.)  | N  | Y         | Y        | N         |
| Infiltration systems (dry wells, swales, trench, pond)  | N  | Y         | Y        | N         |
| Stormwater treatment facilities (constructed wetlands, bioretention, et. al.)   | N  | Y         | Y        | N         |
| Septic system surveys   | Y  | Y         | Y        | Y         |
| Septic system repair/replacement <sup>a</sup>   | N  | Y         | Y        | N         |
| Community systems (planning, design, and construction)  | N  | Y         | Y        | N         |
| Septage treatment   | N  | Y         | Y        | N         |
| Individual residential stormwater infiltration treatment and collection systems, such as rain gardens or biofiltration swales on private property | N  | N         | N        | N         |
| Low-impact development BMPs   | N  | Y         | Y        | N         |
| <b>Irrigation water management</b>  |  |           |          |           |
| Irrigation water management (such as drip, mist, or low delivery systems)   | N  | Y         | Y        | N         |

<sup>a</sup> Indicates specific criteria or guidelines apply.

<sup>b</sup> Work on private property requires landowner agreement.

<sup>c</sup> May have Ecology's Water Resources (WR) or Shorelands and Environmental Assistance (SEA) Program issues. Applicants, recipients, and Ecology staff may need to inquire as to specific project limitations.

<sup>d</sup> School Districts are not eligible for funding

## **APPENDIX C: 303(d)-Listed Water Bodies in Washington State**

Information on the 1998 303(d) List (official list of impaired water bodies in Washington) can be obtained in several ways:

1. Look on the Internet at this address: <http://www.ecy.wa.gov/programs/wq/303d>  
This page will give information on the list and allow the applicant to look up the water body and print the information about it.
2. Contact Ecology's Publications Office for a copy of the printed 303(d) List. The applicant will be charged by the page. The Publications Office may be reached at:

<http://www.ecy.wa.gov/pubs.shtm>

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# APPENDIX D: Map of Water Resource Inventory Areas (WRIAs) in Washington



## APPENDIX E: Financial Hardship Analysis Form

---

Applicant \_\_\_\_\_

ECY 040-32, Revised August, 2007

### **Financial Hardship Analysis Form Centennial Clean Water Fund (Centennial) State Revolving Fund (SRF) FY 2009**

**Purpose:** Ecology staff will use the information provided on this form to determine if your water pollution control facilities construction project will cause a financial hardship on residential sewer users. Financial hardship assistance may be available to recipients when a water pollution control facilities construction project will result in a residential user charge two percent or greater of the median household income. If Ecology determines that financial hardship exists, reduced interest rates as low as zero percent, extended terms to 20 years, or grant funding may be made available to reduce residential user charges. Please direct any questions or comments to the staff of the Financial Management Section of Ecology's Water Quality Program.

#### **I. ROLES AND RESPONSIBILITIES**

This section is intended to summarize the key management agencies, the roles they will be assigned, and the agreements that will be needed to provide for continued cooperation in the management of the facility.

- A. Will any other agencies or jurisdictions, beside the applicant, be responsible for the facility in terms of:
1. Ownership \_\_\_\_\_
  2. Operation \_\_\_\_\_
  3. Financing \_\_\_\_\_
- B. If so, please describe:
1. The type and amount of the contribution(s):
  
  
  
  
  
  
  
  
  
  
  2. The nature of the cooperative agreement(s):

**II. COST ESTIMATE AT TODAY’S PRICES**

This section is intended to provide a realistic picture of all of the costs that will be incurred, including management, overhead, outside services, and equipment related to the project.

A. Construction Cost Estimates for Facilities

|  |              |
|--|--------------|
| • Treatment Plant                            | \$ _____     |
| • Pump Stations                              | \$ _____     |
| • Interceptor Sewers                         | \$ _____     |
| • Combined Sewer Overflow Reduction Measures | \$ _____     |
| • Collection Sewers                          | \$ _____     |
| • Land Acquisition                           | \$ _____     |
| • Other (Specify)                            | \$ _____     |
| <br>Total Construction Costs                 | <br>\$ _____ |

B. Estimated Annual Operation, Maintenance, and Equipment Replacement Costs for the Proposed

|   |              |
|---|--------------|
| • Labor   | \$ _____     |
| • Utilities   | \$ _____     |
| • Materials and Supplies  | \$ _____     |
| • Outside Services  | \$ _____     |
| • Miscellaneous Expenses  | \$ _____     |
| • Equipment Replacement (e.g., Pumps, Vehicles)   | \$ _____     |
| • Other (Specify)   | \$ _____     |
| <br>Annual Operation, Maintenance and Equipment Replacement Costs<br>Facilities (Do not include depreciation on equipment or buildings) | <br>\$ _____ |

**III. FINANCING**

A. Breakdown of Funding Committed or Anticipated Funding for the Project and the SRF/Centennial Loan Request to Support Facilities Planning, Design, and Construction Costs for the Project

| System Components     | Estimated Cost | Local Contributions | Ecology Loan Share | Ecology Grant Share | Other Grants (Specify) | Other Loans (Specify) |
|-----------------------|----------------|---------------------|--------------------|---------------------|------------------------|-----------------------|
| • Facilities Planning | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Facilities Design   | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Treatment Plant     | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Pump Stations       | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Interceptors        | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Collectors          | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Land Acquisition    | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| • Other (Specify)     | \$ _____       | \$ _____            | \$ _____           | \$ _____            | \$ _____               | \$ _____              |
| <br>Totals            | <br>\$ _____   | <br>\$ _____        | <br>\$ _____       | <br>\$ _____        | <br>\$ _____           | <br>\$ _____          |

B. Methods of Financing the Amount to be Borrowed from the SRF or Centennial Programs and the Amount Borrowed from Other Lenders, if Any (from III A)

| Financing Method        | Amount to be Borrowed or Borrowed | Interest Rate | Term of Maturity | Annual Debt Service Payment |
|-------------------------|-----------------------------------|---------------|------------------|-----------------------------|
| SRF Loan                | \$ _____                          | _____         | _____            | \$ _____                    |
| CCWF Loan               | \$ _____                          | _____         | _____            | \$ _____                    |
| General Obligation Bond | \$ _____                          | _____         | _____            | \$ _____                    |
| Revenue Bond            | \$ _____                          | _____         | _____            | \$ _____                    |
| Other Loan(s) (specify) | \$ _____                          | _____         | _____            | \$ _____                    |
|                         | \$ _____                          | _____         | _____            | \$ _____                    |
|                         | \$ _____                          | _____         | _____            | \$ _____                    |
| Totals                  | \$ _____                          |               |                  | \$ _____                    |

C. Estimated Annual Water Pollution Control Facilities Costs

Existing annual operation, maintenance and equipment replacement costs  
(Do not include depreciation on equipment or buildings)

|   |              |
|---|--------------|
| • Labor   | (+) \$ _____ |
| • Utilities   | (+) \$ _____ |
| • Materials and Supplies  | (+) \$ _____ |
| • Outside Services  | (+) \$ _____ |
| • Miscellaneous Expenses  | (+) \$ _____ |
| • Equipment Replacement (e.g., Pumps, Vehicles)   | (+) \$ _____ |
| • Other (Specify)   | (+) \$ _____ |
| 1. Discontinued portion of above costs as a result of proposed projected  | (-) \$ _____ |
| 2. Estimated annual operation and maintenance and equipment replacement costs for proposed facilities (from II-B) | (+) \$ _____ |
| 3. Annual debt service on existing wastewater facilities, not associated with this project                        | (+) \$ _____ |
| 4. Annual debt service on existing and proposed wastewater facilities, if any (from III B)                        | (+) \$ _____ |
| Total Estimated Annual Water Pollution Control Facilities Costs   | = \$ _____   |

IV. DEMOGRAPHIC INFORMATION

A. Population Estimates

1. Population in 2000: \_\_\_\_\_
2. Current Population: \_\_\_\_\_
3. Estimated Population in 2008: \_\_\_\_\_
4. Planning Year: \_\_\_\_\_
5. Planning Year Population: \_\_\_\_\_

Source of Estimates: \_\_\_\_\_

|                        |                       |                       |
|------------------------|-----------------------|-----------------------|
| 6. Sewer Users:        | a. Number of Existing | b. Number of Proposed |
| Residential Customers: | _____                 | _____                 |
| Commercial Customers:  | _____                 | _____                 |

B. Median Household Income (MHI)

- (1) 2000: \_\_\_\_\_  
(2) Current MHI: \_\_\_\_\_

(See Appendix H, Median Household Income Table for information on 2008 estimated median household income)

MHIs have been updated from 2000 census levels available for many communities in the state. If public bodies believe calculated levels do not adequately reflect existing circumstances, Ecology may accept adequate surveys or other documentation to accurately determine the MHI.

V. **TOTAL ANNUAL COST PER HOUSEHOLD**

This section is intended to measure the financial burden imposed on each household by the addition of the proposed project.

- |    |  |              |
|----|--|--------------|
| A. | Total Estimated Annual Water Pollution Control Facilities Costs (from III C) | \$ _____     |
| B. | Non-Residential Share of Total Annual Charges                                | (-) \$ _____ |
| C. | Remaining Residential Share of Total Annual Facilities Charges               | (=) \$ _____ |
| D. | Number of Households   | _____        |
|    | Total Annual Costs Per Household   | \$ _____     |

Signature of Person Responsible for Completing This Form

\_\_\_\_\_

\_\_\_\_\_

(Date)

Signature of Authorized Representative

\_\_\_\_\_

\_\_\_\_\_

(Date)

## APPENDIX F: Median Household Income Table

Estimated Median Household Incomes for Communities in Washington State, Updated for Use with the Fiscal Year 2009 Funding Cycle

### NOTES:

- CDP is “Census Designated Place”
- Figures from 2000 Census are updated using the CPI-U percentage for inflation.

| Community               | 2000 Census | Estimated 2008 |
|-------------------------|-------------|----------------|
| Aberdeen City           | \$30,683    | \$38,099       |
| Aberdeen Gardens CDP    | \$38,403    | \$47,685       |
| Acme CDP                | \$41,964    | \$52,106       |
| Ahtanum CDP             | \$48,352    | \$60,038       |
| Airway Heights City     | \$29,829    | \$37,038       |
| Albion Town             | \$40,179    | \$49,890       |
| Alderwood Manor CDP     | \$61,199    | \$75,990       |
| Alger CDP               | \$13,542    | \$16,815       |
| Algona City             | \$50,833    | \$63,119       |
| Allyn-Grapeview CDP     | \$46,224    | \$57,396       |
| Almira Town             | \$30,208    | \$37,509       |
| Amboy CDP               | \$50,896    | \$63,197       |
| Ames Lake CDP           | \$93,224    | \$115,755      |
| Anacortes City          | \$41,930    | \$52,064       |
| Arlington City          | \$46,302    | \$57,493       |
| Arlington Heights CDP   | \$60,518    | \$75,144       |
| Artondale CDP           | \$63,500    | \$78,847       |
| Ashford CDP             | \$27,917    | \$34,664       |
| Asotin City             | \$35,083    | \$43,562       |
| Auburn City             | \$39,208    | \$48,684       |
| Ault Field CDP          | \$24,406    | \$30,305       |
| Bainbridge Island City  | \$70,110    | \$87,055       |
| Bangor Trident Base CDP | \$32,246    | \$40,039       |
| Banks Lake South CDP    | \$37,500    | \$46,563       |
| Barberton CDP           | \$64,779    | \$80,435       |
| Baring CDP              | \$40,875    | \$50,754       |
| Basin City CDP          | \$29,444    | \$36,560       |
| Battle Ground City      | \$45,070    | \$55,963       |
| Bay Center CDP          | \$38,409    | \$47,692       |
| Bay View CDP            | \$27,250    | \$33,836       |
| Beaux Arts Village Town | \$96,916    | \$120,339      |
| Bellevue City           | \$62,338    | \$77,404       |
| Bell Hill CDP           | \$66,442    | \$82,500       |
| Bellingham City         | \$32,530    | \$40,392       |

| <b>Community</b>        | <b>2000 Census</b> | <b>Estimated 2008</b> |
|-------------------------|--------------------|-----------------------|
| Benton City City        | \$33,636           | \$41,765              |
| Bickleton CDP           | \$34,500           | \$42,838              |
| Big Lake CDP            | \$57,500           | \$71,397              |
| Bingen City             | \$24,375           | \$30,266              |
| Birch Bay CDP           | \$40,040           | \$49,717              |
| Black Diamond City      | \$67,092           | \$83,307              |
| Blaine City             | \$36,900           | \$45,818              |
| Blyn CDP                | \$38,750           | \$48,115              |
| Bonney Lake City        | \$60,282           | \$74,851              |
| Bothell City            | \$59,264           | \$73,587              |
| Brady CDP               | \$67,386           | \$83,672              |
| Bremerton City          | \$30,950           | \$38,430              |
| Brewster City           | \$21,556           | \$26,766              |
| Bridgeport City         | \$25,531           | \$31,702              |
| Brier City              | \$73,558           | \$91,336              |
| Brinnon CDP             | \$27,885           | \$34,624              |
| Brush Prairie CDP       | \$59,408           | \$73,766              |
| Bryn Mawr-Skyway CDP    | \$47,385           | \$58,837              |
| Buckley City            | \$49,453           | \$61,405              |
| Bucoda Town             | \$34,286           | \$42,573              |
| Burbank CDP             | \$50,522           | \$62,733              |
| Burien City             | \$41,577           | \$51,626              |
| Burlington City         | \$37,848           | \$46,995              |
| Camano CDP              | \$54,262           | \$67,376              |
| Camas City              | \$60,187           | \$74,733              |
| Carbonado Town          | \$50,250           | \$62,395              |
| Carlsborg CDP           | \$28,103           | \$34,895              |
| Carnation City          | \$60,156           | \$74,695              |
| Carson River Valley CDP | \$33,598           | \$41,718              |
| Cascade-Fairwood CDP    | \$57,996           | \$72,013              |
| Cascade Valley CDP      | \$37,344           | \$46,370              |
| Cashmere City           | \$34,854           | \$43,278              |
| Castle Rock City        | \$37,212           | \$46,206              |
| Cathlamet CDP           | \$58,875           | \$73,104              |
| Cathcart CDP            | \$65,357           | \$81,153              |
| Cathlamet Town          | \$33,409           | \$41,484              |
| Centerville CDP         | \$31,250           | \$38,803              |
| Centralia City          | \$30,078           | \$37,347              |
| Central Park CDP        | \$45,719           | \$56,769              |
| Chehalis City           | \$33,482           | \$41,574              |

| <b>Community</b>               | <b>2000 Census</b> | <b>Estimated 2008</b> |
|--------------------------------|--------------------|-----------------------|
| Chehalis Village CDP           | \$30,357           | \$37,694              |
| Chelan City                    | \$28,047           | \$34,826              |
| Cheney City                    | \$22,593           | \$28,053              |
| Cherry Grove CDP               | \$58,750           | \$72,949              |
| Chewelah City                  | \$25,238           | \$31,338              |
| Chinook CDP                    | \$30,417           | \$37,768              |
| Clarkston City                 | \$25,907           | \$32,168              |
| Clarkston Heights-Vineland CDP | \$48,306           | \$59,981              |
| Clear Lake CDP                 | \$37,143           | \$46,120              |
| Cle Elum City                  | \$28,144           | \$34,946              |
| Clinton CDP                    | \$43,625           | \$54,169              |
| Clyde Hill City                | \$132,468          | \$164,484             |
| Cohassett Beach CDP            | \$26,490           | \$32,892              |
| Colfax City                    | \$36,622           | \$45,473              |
| College Place City             | \$30,330           | \$37,660              |
| Colton Town                    | \$47,500           | \$58,980              |
| Colville City                  | \$27,988           | \$34,752              |
| Conconully Town                | \$23,214           | \$28,825              |
| Concrete Town                  | \$29,375           | \$36,475              |
| Connell City                   | \$33,992           | \$42,207              |
| Conway CDP                     | \$33,750           | \$41,907              |
| Copalis Beach CDP              | \$33,194           | \$41,217              |
| Cosmopolis City                | \$41,106           | \$51,041              |
| Cottage Lake CDP               | \$92,388           | \$114,717             |
| Coulee City Town               | \$25,938           | \$32,207              |
| Coulee Dam Town                | \$37,391           | \$46,428              |
| Country Homes CDP              | \$36,630           | \$45,483              |
| Coupeville Town                | \$33,938           | \$42,140              |
| Covington City                 | \$63,711           | \$79,109              |
| Creston Town                   | \$25,417           | \$31,560              |
| Cusick Town                    | \$14,583           | \$18,108              |
| Custer CDP                     | \$22,500           | \$27,938              |
| Dallesport CDP                 | \$36,250           | \$45,011              |
| Darrington Town                | \$32,813           | \$40,744              |
| Davenport City                 | \$37,900           | \$47,060              |
| Dayton City                    | \$31,409           | \$39,000              |
| Deer Park City                 | \$32,470           | \$40,318              |
| Deming CDP                     | \$52,292           | \$64,930              |
| Desert Aire CDP                | \$35,719           | \$44,352              |
| Des Moines City                | \$48,971           | \$60,807              |

| <b>Community</b>              | <b>2000 Census</b> | <b>Estimated 2008</b> |
|-------------------------------|--------------------|-----------------------|
| Dishman CDP                   | \$32,512           | \$40,370              |
| Dixie CDP                     | \$33,125           | \$41,131              |
| Dollar Corner CDP             | \$56,875           | \$70,621              |
| DuPont City                   | \$52,969           | \$65,771              |
| Duvall City                   | \$71,300           | \$88,532              |
| East Cathlamet CDP            | \$40,000           | \$49,668              |
| Eastgate CDP                  | \$65,598           | \$81,452              |
| East Hill-Meridian CDP        | \$65,721           | \$81,605              |
| Easton CDP                    | \$37,708           | \$46,822              |
| East Port Orchard CDP         | \$42,571           | \$52,860              |
| East Renton Highlands CDP     | \$65,268           | \$81,043              |
| East Wenatchee City           | \$34,919           | \$43,359              |
| East Wenatchee Bench CDP      | \$45,496           | \$56,492              |
| Eatonville Town               | \$43,681           | \$54,238              |
| Echo Lake CDP                 | \$62,250           | \$77,295              |
| Edgewood City                 | \$56,658           | \$70,352              |
| Edison CDP                    | \$46,607           | \$57,871              |
| Edmonds City                  | \$53,522           | \$66,458              |
| Elbe CDP                      | \$13,750           | \$17,073              |
| Electric City Town            | \$42,321           | \$52,549              |
| Elk Plain CDP                 | \$54,400           | \$67,548              |
| Ellensburg City               | \$20,034           | \$24,876              |
| Elma City                     | \$32,031           | \$39,773              |
| Elmer City Town               | \$32,500           | \$40,355              |
| Endicott Town                 | \$28,594           | \$35,505              |
| Entiat City                   | \$33,450           | \$41,534              |
| Enumclaw City                 | \$43,820           | \$54,411              |
| Ephrata City                  | \$35,060           | \$43,534              |
| Erlands Point-Kitsap Lake CDP | \$45,947           | \$57,052              |
| Eschbach CDP                  | \$37,708           | \$46,822              |
| Esperance CDP                 | \$58,622           | \$72,790              |
| Everett City                  | \$40,100           | \$49,792              |
| Everson City                  | \$35,313           | \$43,848              |
| Fairchild AFB CDP             | \$33,512           | \$41,611              |
| Fairfield Town                | \$29,545           | \$36,686              |
| Fairwood CDP                  | \$59,682           | \$74,106              |
| Fall City CDP                 | \$61,848           | \$76,796              |
| Farmington Town               | \$27,250           | \$33,836              |
| Federal Way City              | \$49,278           | \$61,188              |
| Felida CDP                    | \$78,934           | \$98,011              |

| <b>Community</b>     | <b>2000 Census</b> | <b>Estimated 2008</b> |
|----------------------|--------------------|-----------------------|
| Ferndale City        | \$36,375           | \$45,166              |
| Fife City            | \$31,806           | \$39,493              |
| Finley CDP           | \$42,820           | \$53,169              |
| Fircrest City        | \$54,912           | \$68,184              |
| Five Corners CDP     | \$51,688           | \$64,180              |
| Fords Prairie CDP    | \$42,927           | \$53,302              |
| Forks City           | \$34,280           | \$42,565              |
| Fort Lewis CDP       | \$32,384           | \$40,211              |
| Fox Island CDP       | \$69,135           | \$85,844              |
| Frederickson CDP     | \$56,862           | \$70,605              |
| Freeland CDP         | \$38,409           | \$47,692              |
| Friday Harbor Town   | \$35,139           | \$43,632              |
| Garfield Town        | \$36,250           | \$45,011              |
| Garrett CDP          | \$38,750           | \$48,115              |
| Geneva CDP           | \$65,324           | \$81,112              |
| George City          | \$21,181           | \$26,300              |
| Gig Harbor City      | \$43,456           | \$53,959              |
| Glacier CDP          | \$10,875           | \$13,503              |
| Gleed CDP            | \$44,161           | \$54,834              |
| Gold Bar City        | \$45,714           | \$56,763              |
| Goldendale City      | \$26,030           | \$32,321              |
| Graham CDP           | \$52,824           | \$65,591              |
| Grand Coulee City    | \$21,818           | \$27,091              |
| Grand Mound CDP      | \$42,153           | \$52,341              |
| Grandview City       | \$32,588           | \$40,464              |
| Granger Town         | \$26,250           | \$32,594              |
| Granite Falls City   | \$47,643           | \$59,158              |
| Grayland CDP         | \$25,776           | \$32,006              |
| Green Acres CDP      | \$36,290           | \$45,061              |
| Greenwater CDP       | \$39,545           | \$49,103              |
| Hamilton Town        | \$31,500           | \$39,113              |
| Harrah Town          | \$36,875           | \$45,787              |
| Harrington City      | \$29,792           | \$36,992              |
| Hartline Town        | \$27,917           | \$34,664              |
| Hatton Town          | \$29,375           | \$36,475              |
| Hazel Dell North CDP | \$43,063           | \$53,471              |
| Hazel Dell South CDP | \$36,571           | \$45,410              |
| Highland CDP         | \$61,136           | \$75,912              |
| Hobart CDP           | \$75,334           | \$93,541              |
| Hockinson CDP        | \$69,757           | \$86,616              |

| <b>Community</b>             | <b>2000 Census</b> | <b>Estimated 2008</b> |
|------------------------------|--------------------|-----------------------|
| Hoquiam City                 | \$29,658           | \$36,826              |
| Humptulips CDP               | \$26,000           | \$32,284              |
| Hunts Point Town             | \$179,898          | \$223,377             |
| Ilwaco City                  | \$29,632           | \$36,794              |
| Inchelium CDP                | \$24,375           | \$30,266              |
| Index Town                   | \$43,125           | \$53,548              |
| Indianola CDP                | \$52,852           | \$65,626              |
| Inglewood-Finn Hill CDP      | \$72,130           | \$89,563              |
| Ione Town                    | \$24,083           | \$29,904              |
| Issaquah City                | \$57,892           | \$71,884              |
| John Sam Lake CDP            | \$52,656           | \$65,382              |
| Jordan Road-Canyon Creek CDP | \$51,370           | \$63,786              |
| Junction City CDP            | \$32,292           | \$40,097              |
| Kahlotus City                | \$38,750           | \$48,115              |
| Kalama City                  | \$38,152           | \$47,373              |
| Kelso City                   | \$29,722           | \$36,905              |
| Kendall CDP                  | \$24,821           | \$30,820              |
| Kenmore City                 | \$61,756           | \$76,682              |
| Kennewick City               | \$41,213           | \$51,174              |
| Kent City                    | \$46,046           | \$57,175              |
| Kettle Falls City            | \$27,031           | \$33,564              |
| Kingsgate CDP                | \$65,046           | \$80,767              |
| Kingston CDP                 | \$40,347           | \$50,098              |
| Kirkland City                | \$60,332           | \$74,914              |
| Kittitas City                | \$26,985           | \$33,507              |
| Klickitat CDP                | \$28,750           | \$35,699              |
| Krupp Town                   | \$37,679           | \$46,786              |
| La Center City               | \$55,333           | \$68,706              |
| Lacey City                   | \$43,848           | \$54,446              |
| La Conner Town               | \$42,344           | \$52,578              |
| La Crosse Town               | \$30,893           | \$38,359              |
| Lake Bosworth CDP            | \$57,917           | \$71,915              |
| Lake Cavanaugh CDP           | \$66,250           | \$82,262              |
| Lake Forest Park City        | \$74,149           | \$92,070              |
| Lake Goodwin CDP             | \$65,044           | \$80,764              |
| Lake Ketchum CDP             | \$60,029           | \$74,537              |
| Lakeland North CDP           | \$62,292           | \$77,347              |
| Lakeland South CDP           | \$62,529           | \$77,642              |
| Lake McMurray CDP            | \$65,536           | \$81,375              |
| Lake Marcel-Stillwater CDP   | \$61,250           | \$76,053              |

| <b>Community</b>              | <b>2000 Census</b> | <b>Estimated 2008</b> |
|-------------------------------|--------------------|-----------------------|
| Lake Morton-Berrydale CDP     | \$75,337           | \$93,545              |
| Lake Roesiger CDP             | \$70,500           | \$87,539              |
| Lake Shore CDP                | \$62,476           | \$77,576              |
| Lake Stevens City             | \$65,231           | \$80,997              |
| Lakeview CDP                  | \$30,588           | \$37,981              |
| Lakewood City                 | \$36,422           | \$45,225              |
| Lamont Town                   | \$32,778           | \$40,700              |
| Langley City                  | \$34,792           | \$43,201              |
| Latah Town                    | \$40,417           | \$50,185              |
| Lea Hill CDP                  | \$65,706           | \$81,586              |
| Leavenworth City              | \$35,692           | \$44,318              |
| Lebam CDP                     | \$33,125           | \$41,131              |
| Lewisville CDP                | \$65,221           | \$80,984              |
| Liberty Lake CDP              | \$60,854           | \$75,562              |
| Lind Town                     | \$40,147           | \$49,850              |
| Lochsloy CDP                  | \$52,375           | \$65,033              |
| Long Beach City               | \$23,611           | \$29,317              |
| Longview City                 | \$35,171           | \$43,671              |
| Longview Heights CDP          | \$48,802           | \$60,597              |
| Lyle CDP                      | \$33,438           | \$41,520              |
| Lyman Town                    | \$34,318           | \$42,612              |
| Lynden City                   | \$42,767           | \$53,103              |
| Lynnwood City                 | \$42,814           | \$53,162              |
| Mabton City                   | \$26,650           | \$33,091              |
| McChord AFB CDP               | \$35,319           | \$43,855              |
| McCleary City                 | \$30,769           | \$38,206              |
| Machias CDP                   | \$75,000           | \$93,127              |
| Malden Town                   | \$26,250           | \$32,594              |
| Malone-Porter CDP             | \$37,875           | \$47,029              |
| Maltby CDP                    | \$77,534           | \$96,273              |
| Manchester CDP                | \$52,213           | \$64,832              |
| Mansfield Town                | \$28,750           | \$35,699              |
| Maple Falls CDP               | \$41,250           | \$51,220              |
| Maple Heights-Lake Desire CDP | \$75,741           | \$94,047              |
| Maple Valley City             | \$67,159           | \$83,391              |
| Marblemount CDP               | \$25,156           | \$31,236              |
| Marcus Town                   | \$27,500           | \$34,146              |
| Marietta-Alderwood CDP        | \$39,902           | \$49,546              |
| Markham CDP                   | \$63,750           | \$79,158              |
| Marrowstone CDP               | \$38,182           | \$47,410              |

| <b>Community</b>       | <b>2000 Census</b> | <b>Estimated 2008</b> |
|------------------------|--------------------|-----------------------|
| Martha Lake CDP        | \$57,568           | \$71,482              |
| Maryhill CDP           | \$37,250           | \$46,253              |
| Marysville City        | \$47,088           | \$58,469              |
| Mattawa Town           | \$31,964           | \$39,689              |
| May Creek CDP          | \$46,310           | \$57,503              |
| Meadow Glade CDP       | \$67,230           | \$83,479              |
| Medical Lake City      | \$42,159           | \$52,348              |
| Medina City            | \$133,756          | \$166,083             |
| Mercer Island City     | \$91,904           | \$114,116             |
| Mesa City              | \$38,750           | \$48,115              |
| Metaline Town          | \$22,981           | \$28,535              |
| Metaline Falls Town    | \$17,083           | \$21,212              |
| Midland CDP            | \$34,817           | \$43,232              |
| Mill Creek City        | \$69,702           | \$86,548              |
| Mill Plain CDP         | \$58,432           | \$72,554              |
| Millwood Town          | \$34,565           | \$42,919              |
| Milton City            | \$48,166           | \$59,807              |
| Minnehaha CDP          | \$46,766           | \$58,069              |
| Mirrormont CDP         | \$87,945           | \$109,200             |
| Moclips CDP            | \$27,500           | \$34,146              |
| Monroe City            | \$50,390           | \$62,569              |
| Montesano City         | \$40,204           | \$49,921              |
| Morton City            | \$31,063           | \$38,571              |
| Moses Lake City        | \$36,467           | \$45,281              |
| Moses Lake North CDP   | \$26,645           | \$33,085              |
| Mossyrock City         | \$29,750           | \$36,940              |
| Mountlake Terrace City | \$47,238           | \$58,655              |
| Mount Vernon City      | \$37,999           | \$47,183              |
| Mount Vista CDP        | \$66,406           | \$82,456              |
| Moxee City             | \$32,500           | \$40,355              |
| Mukilteo City          | \$67,323           | \$83,594              |
| Naches Town            | \$42,083           | \$52,254              |
| Napavine City          | \$40,966           | \$50,867              |
| Naselle CDP            | \$35,769           | \$44,414              |
| Navy Yard City CDP     | \$36,285           | \$45,055              |
| Neah Bay CDP           | \$21,635           | \$26,864              |
| Neilton CDP            | \$35,250           | \$43,770              |
| Nespelem Town          | \$30,000           | \$37,251              |
| Nespelem Community CDP | \$39,688           | \$49,280              |
| Newcastle City         | \$80,320           | \$99,732              |

| <b>Community</b>               | <b>2000 Census</b> | <b>Estimated 2008</b> |
|--------------------------------|--------------------|-----------------------|
| Newport City                   | \$25,709           | \$31,923              |
| Nisqually Indian Community CDP | \$35,000           | \$43,459              |
| Nooksack City                  | \$44,000           | \$54,634              |
| Normandy Park City             | \$70,367           | \$87,374              |
| North Bend City                | \$61,534           | \$76,406              |
| North Bonneville City          | \$35,583           | \$44,183              |
| North Creek CDP                | \$67,289           | \$83,552              |
| North Marysville CDP           | \$56,699           | \$70,402              |
| North Omak CDP                 | \$25,500           | \$31,663              |
| Northport Town                 | \$21,719           | \$26,968              |
| North Stanwood CDP             | \$58,194           | \$72,259              |
| North Sultan CDP               | \$65,179           | \$80,932              |
| Northwest Snohomish CDP        | \$67,167           | \$83,400              |
| North Yelm CDP                 | \$36,833           | \$45,735              |
| Oakesdale Town                 | \$31,094           | \$38,609              |
| Oak Harbor City                | \$36,641           | \$45,497              |
| Oakville City                  | \$30,357           | \$37,694              |
| Ocean City CDP                 | \$17,813           | \$22,118              |
| Ocean Park CDP                 | \$22,932           | \$28,474              |
| Ocean Shores City              | \$34,643           | \$43,016              |
| Odessa Town                    | \$34,038           | \$42,265              |
| Okanogan City                  | \$26,994           | \$33,518              |
| Olympia City                   | \$40,846           | \$50,718              |
| Omak City                      | \$24,089           | \$29,911              |
| Opportunity CDP                | \$38,658           | \$48,001              |
| Orchards CDP                   | \$49,216           | \$61,111              |
| Oroville City                  | \$22,301           | \$27,691              |
| Orting City                    | \$53,464           | \$66,386              |
| Oso CDP                        | \$75,315           | \$93,518              |
| Othello City                   | \$30,291           | \$37,612              |
| Otis Orchards-East Farms CDP   | \$46,946           | \$58,292              |
| Oyehut-Hogans Corner CDP       | \$23,355           | \$29,000              |
| Pacific City                   | \$45,673           | \$56,712              |
| Paine Field-Lake Stickney CDP  | \$40,831           | \$50,699              |
| Palouse City                   | \$34,583           | \$42,941              |
| Parkland CDP                   | \$39,653           | \$49,237              |
| Parkwood CDP                   | \$41,869           | \$51,988              |
| Pasco City                     | \$34,540           | \$42,888              |
| Pateros City                   | \$30,938           | \$38,415              |
| Peaceful Valley CDP            | \$32,357           | \$40,177              |

| <b>Community</b>                | <b>2000 Census</b> | <b>Estimated 2008</b> |
|---------------------------------|--------------------|-----------------------|
| Pe Ell Town                     | \$27,321           | \$33,924              |
| Picnic Point-North Lynnwood CDP | \$54,913           | \$68,185              |
| Pomeroy City                    | \$28,958           | \$35,957              |
| Port Angeles City               | \$33,130           | \$41,137              |
| Port Angeles East CDP           | \$34,730           | \$43,124              |
| Port Hadlock-Irondale CDP       | \$32,202           | \$39,985              |
| Port Ludlow CDP                 | \$56,938           | \$70,699              |
| Port Orchard City               | \$34,020           | \$42,242              |
| Port Townsend City              | \$34,536           | \$42,883              |
| Poulsbo City                    | \$38,875           | \$48,271              |
| Prairie Ridge CDP               | \$52,367           | \$65,023              |
| Prescott Town                   | \$39,500           | \$49,047              |
| Priest Point CDP                | \$52,344           | \$64,995              |
| Prosser City                    | \$39,185           | \$48,656              |
| Pullman City                    | \$20,652           | \$25,643              |
| Puyallup City                   | \$47,269           | \$58,693              |
| Quilcene CDP                    | \$40,385           | \$50,146              |
| Quincy City                     | \$32,181           | \$39,959              |
| Rainier Town                    | \$42,955           | \$53,337              |
| Ravensdale CDP                  | \$44,850           | \$55,690              |
| Raymond City                    | \$25,759           | \$31,985              |
| Reardan Town                    | \$38,750           | \$48,115              |
| Redmond City                    | \$66,735           | \$82,864              |
| Renton City                     | \$45,820           | \$56,894              |
| Republic City                   | \$25,284           | \$31,395              |
| Richland City                   | \$53,092           | \$65,924              |
| Ridgefield City                 | \$46,012           | \$57,133              |
| Ritzville City                  | \$32,560           | \$40,429              |
| Riverbend CDP                   | \$69,716           | \$86,566              |
| River Road CDP                  | \$35,893           | \$44,568              |
| Riverside Town                  | \$23,125           | \$28,714              |
| Riverton-Boulevard Park CDP     | \$39,034           | \$48,468              |
| Rochester CDP                   | \$43,090           | \$53,504              |
| Rockford Town                   | \$40,227           | \$49,949              |
| Rock Island City                | \$33,618           | \$41,743              |
| Rockport CDP                    | \$48,750           | \$60,532              |
| Ronald CDP                      | \$39,063           | \$48,504              |
| Roosevelt CDP                   | \$45,694           | \$56,738              |
| Rosalia Town                    | \$33,214           | \$41,241              |
| Roslyn City                     | \$35,313           | \$43,848              |

| <b>Community</b>             | <b>2000 Census</b> | <b>Estimated 2008</b> |
|------------------------------|--------------------|-----------------------|
| Roy City                     | \$32,727           | \$40,637              |
| Royal City                   | \$28,529           | \$35,424              |
| Ruston Town                  | \$48,393           | \$60,089              |
| St. John Town                | \$33,393           | \$41,464              |
| Salmon Creek CDP             | \$53,917           | \$66,948              |
| Sammamish City               | \$101,592          | \$126,146             |
| Satsop CDP                   | \$37,125           | \$46,098              |
| Satus CDP                    | \$32,143           | \$39,912              |
| SeaTac City                  | \$41,202           | \$51,160              |
| Seattle City                 | \$45,736           | \$56,790              |
| Seattle Hill-Silver Firs CDP | \$72,554           | \$90,089              |
| Sedro-Woolley City           | \$37,914           | \$47,077              |
| Selah City                   | \$42,386           | \$52,630              |
| Sequim City                  | \$27,880           | \$34,618              |
| Shaker Church CDP            | \$54,750           | \$67,982              |
| Shelton City                 | \$32,500           | \$40,355              |
| Shoreline City               | \$51,658           | \$64,143              |
| Silvana CDP                  | \$33,274           | \$41,316              |
| Silverdale CDP               | \$48,164           | \$59,805              |
| Skokomish CDP                | \$24,038           | \$29,848              |
| Skykomish Town               | \$45,357           | \$56,319              |
| Smokey Point CDP             | \$46,202           | \$57,368              |
| Snohomish City               | \$46,396           | \$57,609              |
| Snoqualmie City              | \$52,697           | \$65,433              |
| Snoqualmie Pass CDP          | \$81,883           | \$101,673             |
| Soap Lake City               | \$20,459           | \$25,404              |
| South Bend City              | \$29,211           | \$36,271              |
| South Cle Elum Town          | \$45,833           | \$56,910              |
| South Hill CDP               | \$60,524           | \$75,152              |
| South Prairie Town           | \$50,250           | \$62,395              |
| South Wenatchee CDP          | \$29,741           | \$36,929              |
| Spanaway CDP                 | \$46,210           | \$57,378              |
| Spangle Town                 | \$38,393           | \$47,672              |
| Spokane City                 | \$32,273           | \$40,073              |
| Sprague City                 | \$29,079           | \$36,107              |
| Springdale Town              | \$28,333           | \$35,181              |
| Stanwood City                | \$44,512           | \$55,270              |
| Starbuck Town                | \$18,125           | \$22,506              |
| Startup CDP                  | \$40,227           | \$49,949              |
| Steilacoom Town              | \$46,113           | \$57,258              |

| <b>Community</b>               | <b>2000 Census</b> | <b>Estimated 2008</b> |
|--------------------------------|--------------------|-----------------------|
| Stevenson City                 | \$31,979           | \$39,708              |
| Stimson Crossing CDP           | \$61,042           | \$75,795              |
| Sudden Valley CDP              | \$51,843           | \$64,373              |
| Sultan City                    | \$46,619           | \$57,886              |
| Sumas City                     | \$29,297           | \$36,378              |
| Summit CDP                     | \$52,685           | \$65,418              |
| Summitview CDP                 | \$66,944           | \$83,124              |
| Sumner City                    | \$38,598           | \$47,927              |
| Sunnyside City                 | \$27,583           | \$34,249              |
| Sunnyslope CDP                 | \$68,224           | \$84,713              |
| Suquamish CDP                  | \$46,667           | \$57,946              |
| Tacoma City                    | \$37,879           | \$47,034              |
| Taholah CDP                    | \$24,688           | \$30,655              |
| Tanglewilde-Thompson Place CDP | \$45,000           | \$55,876              |
| Tanner CDP                     | \$73,105           | \$90,774              |
| Tekoa City                     | \$30,833           | \$38,285              |
| Tenino City                    | \$34,526           | \$42,871              |
| Terrace Heights CDP            | \$47,601           | \$59,106              |
| Thorp CDP                      | \$33,125           | \$41,131              |
| Three Lakes CDP                | \$71,080           | \$88,259              |
| Tieton Town                    | \$30,052           | \$37,315              |
| Tokeland CDP                   | \$24,531           | \$30,460              |
| Toledo City                    | \$29,271           | \$36,345              |
| Tonasket City                  | \$23,523           | \$29,208              |
| Toppenish City                 | \$26,950           | \$33,463              |
| Touchet CDP                    | \$37,500           | \$46,563              |
| Town and Country CDP           | \$40,668           | \$50,497              |
| Tracyton CDP                   | \$51,290           | \$63,686              |
| Trentwood CDP                  | \$41,128           | \$51,068              |
| Trout Lake CDP                 | \$35,104           | \$43,588              |
| Tukwila City                   | \$40,718           | \$50,559              |
| Tulalip Bay CDP                | \$43,594           | \$54,130              |
| Tumwater City                  | \$43,329           | \$53,801              |
| Twisp Town                     | \$26,354           | \$32,723              |
| Union Gap City                 | \$30,676           | \$38,090              |
| Union Hill-Novelt Hill CDP     | \$98,061           | \$121,761             |
| UnionTown Town                 | \$36,042           | \$44,753              |
| University Place City          | \$50,287           | \$62,441              |
| Vader City                     | \$30,750           | \$38,182              |
| Vancouver City                 | \$41,618           | \$51,677              |

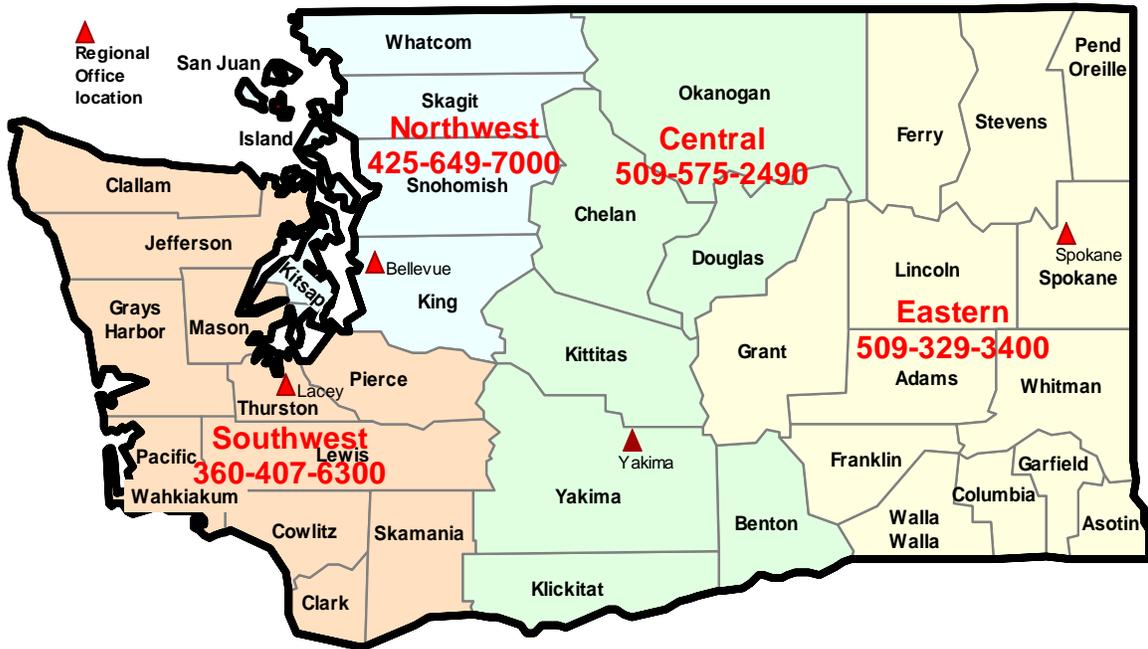
| <b>Community</b>            | <b>2000 Census</b> | <b>Estimated 2008</b> |
|-----------------------------|--------------------|-----------------------|
| Vantage CDP                 | \$26,250           | \$32,594              |
| Vashon CDP                  | \$58,261           | \$72,342              |
| Venersborg CDP              | \$65,912           | \$81,842              |
| Veradale CDP                | \$46,676           | \$57,957              |
| Verlot CDP                  | \$29,519           | \$36,653              |
| Waitsburg City              | \$33,527           | \$41,630              |
| Walla Walla City            | \$31,855           | \$39,554              |
| Walla Walla East CDP        | \$49,844           | \$61,891              |
| Waller CDP                  | \$47,350           | \$58,794              |
| Wallula CDP                 | \$26,071           | \$32,372              |
| Walnut Grove CDP            | \$52,788           | \$65,546              |
| Wapato City                 | \$25,804           | \$32,041              |
| Warden City                 | \$31,071           | \$38,580              |
| Warm Beach CDP              | \$51,420           | \$63,848              |
| Washougal City              | \$38,719           | \$48,077              |
| Washtucna Town              | \$34,688           | \$43,072              |
| Waterville Town             | \$36,458           | \$45,269              |
| Waverly Town                | \$38,125           | \$47,339              |
| Weallup Lake CDP            | \$35,143           | \$43,637              |
| Wenatchee City              | \$34,897           | \$43,331              |
| West Clarkston-Highland CDP | \$29,311           | \$36,395              |
| West Lake Sammamish CDP     | \$86,415           | \$107,300             |
| West Lake Stevens CDP       | \$57,331           | \$71,187              |
| West Longview CDP           | \$34,421           | \$42,740              |
| West Pasco CDP              | \$65,865           | \$81,784              |
| Westport City               | \$32,037           | \$39,780              |
| West Richland City          | \$57,750           | \$71,707              |
| West Side Highway CDP       | \$46,604           | \$57,868              |
| West Valley CDP             | \$51,201           | \$63,576              |
| West Wenatchee CDP          | \$44,028           | \$54,669              |
| White Center CDP            | \$40,480           | \$50,264              |
| White Salmon City           | \$34,787           | \$43,195              |
| White Swan CDP              | \$35,189           | \$43,694              |
| Wilbur Town                 | \$32,563           | \$40,433              |
| Wilkeson Town               | \$44,375           | \$55,100              |
| Wilson Creek Town           | \$23,750           | \$29,490              |
| Winlock City                | \$30,000           | \$37,251              |
| Winthrop Town               | \$25,417           | \$31,560              |
| Wishram CDP                 | \$26,667           | \$33,112              |
| Woodinville City            | \$68,114           | \$84,576              |

| <b>Community</b>  | <b>2000 Census</b> | <b>Estimated 2008</b> |
|-------------------|--------------------|-----------------------|
| Woodland City     | \$40,742           | \$50,589              |
| Woods Creek CDP   | \$66,139           | \$82,124              |
| Woodway City      | \$101,633          | \$126,196             |
| Yacolt Town       | \$39,444           | \$48,977              |
| Yakima City       | \$29,475           | \$36,599              |
| Yarrow Point Town | \$117,940          | \$146,445             |
| Yelm City         | \$39,453           | \$48,988              |
| Zillah City       | \$38,214           | \$47,450              |

**APPENDIX G: Department of Ecology Regional Offices**

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



## **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.

### **1. 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 1 or 2 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?

### **2. Project Design**

- Agree on the optimal way to identify and reach your audiences.
- 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, non-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.
- 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 above, 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.

### **3. 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.

#### **4. 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?

#### **5. Resources**

Suggested resources to facilitate a project may include: Visual Tools for Watershed Education; The National Environmental Education & Training Foundation; and The Henry P. Kendall Foundation; National Leadership Forum Report; “Fostering Sustainable Behavior” by Doug McKenzie-Mohr and William Smith; and “Targeting Outcomes of Programs,” Claude Bennett and Kay Rockwell.

**APPENDIX I: Opinion of Recipient’s Legal Counsel**

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I am an attorney at law admitted to practice in the state of Washington and the duly appointed attorney of \_\_\_\_\_ (the “RECIPIENT”); and I have examined any and all documents and records pertinent to the AGREEMENT.

Based on the foregoing, it is my opinion that:

- A. The RECIPIENT is a duly organized and legally existing municipal corporation or political subdivision under the laws of the state of Washington or a federally recognized Indian tribe;
- B. The RECIPIENT has the power and authority to execute and deliver, and to perform its obligations under, the AGREEMENT;
- C. The AGREEMENT has been duly authorized and executed by the RECIPIENT’s authorized representatives and, to my best knowledge and after reasonable investigation, all other necessary actions have been taken to make the AGREEMENT valid, binding, and enforceable against the RECIPIENT in accordance with its terms, except as such enforcement is affected by bankruptcy, insolvency, moratorium, or other laws affecting creditors’ rights and principles of equity if equitable remedies are sought;
- D. To my best knowledge and after reasonable investigation, the AGREEMENT does not violate any other agreement, statute, court order, or law to which the RECIPIENT is a party or by which it or its properties is bound; and
- E. There is currently no litigation seeking to enjoin the commencement or completion of the PROJECT or to enjoin the RECIPIENT from entering into the AGREEMENT or from accepting or repaying the LOAN. The RECIPIENT is not a party to litigation which will materially affect its ability to repay such loan on the terms contained in the AGREEMENT.
- [F. The AGREEMENT constitutes a valid general obligation of the RECIPIENT payable from annual *ad valorem* taxes to be levied 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.]
- [F. The AGREEMENT constitutes a valid obligation of the RECIPIENT payable from the Net Revenues of the Utility [and ULID Assessments in the ULID]].

Capitalized terms used herein shall have the meanings ascribed thereto in the AGREEMENT between the RECIPIENT and the DEPARTMENT.

---

RECIPIENT’S Legal Counsel

Date

## **APPENDIX J: Resources: Impaired Designated Uses - Drinking Water Impairment and Shellfish Area Status**

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### **Large Community Water Systems**

This entry identifies basins that contain sources for larger community water systems (CWS) where surface water and spring water represents a significant portion of the systems total capacity. The vulnerability of surface water to contamination and the potential impact on human health make these basins important areas for protection, preservation, and pollution mitigation. Data was compiled from the Department of Health's 2002 SENTRY database. The data set that was used included all community water systems, as defined by the federal Safe Drinking Water Act, reporting > 1,000 total connections. The data set was further screened for systems using surface water sources as permanent or seasonal (excluding emergency) supplies that represent at least 25% of the system's permanent and seasonal capacity. Please ensure whether or not your proposed project impacts a public water system meeting the above criteria.

Community water systems that meet the criteria above are determined to "Significantly utilize surface water sources." All other systems are determined to have "No significant use of surface water sources."

See tables on following pages (PWS is public water system).

### **Commercial and Recreational Shellfish Area Status**

The Washington State Department of Health (DOH) website at <http://www.doh.wa.gov> contains links for impaired areas and other areas throughout Puget Sound.

#### **DOH Definitions:**

Approved – The watershed contains shellfish beds that exceed the National Shellfish Sanitation Programs standards for the Approved classification.

Concerned – The watershed contains shellfish beds that are on the Department of Health's Concerned List. Pollution concerns have been identified in these areas that may affect the classification of the shellfish area in the future.

Threatened – The watershed contains shellfish beds that are on the Department of Health's Threatened List. Significant pollution concerns have been identified in these areas. The areas' shellfish classification is threatened with a downgrade.

Impaired – The watershed contains shellfish beds that are classified as Conditionally Approved, Restricted, or Prohibited due to pollution problems.

Undetermined – The watershed contains shellfish beds that are currently unclassified by the Department of Health. These beds may be classified in the future.

| Src_Pws ID | Src_Src Number | Pws_Systemname                     | Pws System Type | Pws_County   | Pws Region | Pws_Total Conn | Src_Source Type | WRIA |
|------------|----------------|------------------------------------|-----------------|--------------|------------|----------------|-----------------|------|
| 00050      | 01             | Aberdeen, City of Water Department | COMM            | Grays Harbor | SW         | 6112           | S               | 22   |
| 02200      | 01             | Anacortes, City of                 | COMM            | Skagit       | NW         | 6517           | S               | 3    |
| 03350      | 01             | Auburn Water Division, City of     | COMM            | King         | NW         | 11000          | SP              | 9    |
| 03350      | 02             | Auburn Water Division, City of     | COMM            | King         | NW         | 11000          | SP              | 9    |
| 05122      | 07             | North Peninsula                    | COMM            | Kitsap       | SW         | 3035           | S               | 15   |
| 05122      | 08             | North Peninsula                    | COMM            | Kitsap       | SW         | 3035           | S               | 15   |
| 05600      | 01             | Bellingham-Water Division, City of | COMM            | Whatcom      | NW         | 18589          | S               | 1    |
| 05600      | 02             | Bellingham-Water Division, City of | COMM            | Whatcom      | NW         | 18589          | S               | 1    |
| 05600      | 03             | Bellingham-Water Division, City of | COMM            | Whatcom      | NW         | 18589          | S               | 1    |
| 07650      | 01             | Bonney Lake Water Department, City | COMM            | Pierce       | NW         | 8389           | SP              | 10   |
| 07650      | 02             | Bonney Lake Water Department, City | COMM            | Pierce       | NW         | 8389           | SP              | 10   |
| 08200      | 01             | Bremerton, City of                 | COMM            | Kitsap       | SW         | 16542          | S               | 15   |
| 08200      | 02             | Bremerton, City of                 | COMM            | Kitsap       | SW         | 16542          | S               | 15   |
| 08200      | 03             | Bremerton, City of                 | COMM            | Kitsap       | SW         | 16542          | S               | 15   |
| 08200      | 04             | Bremerton, City of                 | COMM            | Kitsap       | SW         | 16542          | S               | 15   |
| 08200      | 05             | Bremerton, City of                 | COMM            | Kitsap       | SW         | 16542          | S               | 15   |
| 09000      | 01             | Buckley Water                      | COMM            | Pierce       | NW         | 1312           | S               | 10   |
| 10800      | 01             | Camas Municipal Water Sewer System | COMM            | Clark        | SW         | 5000           | S               | 27   |
| 10800      | 02             | Camas Municipal Water Sewer System | COMM            | Clark        | SW         | 5000           | S               | 27   |
| 12200      | 01             | Centralia Utilities                | COMM            | Lewis        | SW         | 5600           | S               | 23   |
| 12250      | 01             | Chehalis Water Department, City of | COMM            | Lewis        | SW         | 2608           | S               | 23   |
| 12250      | 02             | Chehalis Water Department, City of | COMM            | Lewis        | SW         | 2608           | S               | 23   |
| 12300      | 01             | Chelan Water Dept, City of         | COMM            | Chelan       | EA         | 1744           | S               | 47   |
| 12300      | 02             | Chelan Water Dept, City of         | COMM            | Chelan       | EA         | 1744           | S               | 47   |
| 12300      | 03             | Chelan Water Dept, City of         | COMM            | Chelan       | EA         | 1744           | S               | 47   |
| 13500      | 01             | Cle Elum Water Department          | COMM            | Kittitas     | EA         | 1000           | S               | 39   |
| 13500      | 02             | Cle Elum Water Department          | COMM            | Kittitas     | EA         | 1000           | S               | 39   |
| 23600      | 01             | Enumclaw Water Department          | COMM            | King         | NW         | 5007           | SP              | 9    |
| 23600      | 02             | Enumclaw Water Department          | COMM            | King         | NW         | 5007           | SP              | 9    |
| 24050      | 01             | Everett Public Works Dept. City of | COMM            | Snohomish    | NW         | 21200          | S               | 7    |
| 24850      | 01             | Ferndale                           | COMM            | Whatcom      | NW         | 3446           | S               | 1    |
| 26050      | 01             | Fort Lewis Water – Cantonment      | COMM            | Pierce       | NW         | 3730           | SP              | 12   |
| 26595      | 01             | Friday Harbor, Town of             | COMM            | San Juan     | NW         | 1211           | S               | 2    |
| Src_Pws ID | Src_Src Number | Pws_Systemname                     | Pws System Type | Pws_County   | Pws Region | Pws_Total Conn | Src_Source Type | WRIA |
| 28450      | 01             | Goldendale, City of                | COMM            | Klickitat    | EA         | 1072           | SP              | 30   |
| 28450      | 02             | Goldendale, City of                | COMM            | Klickitat    | EA         | 1072           | SP              | 30   |
| 28450      | 03             | Goldendale, City of                | COMM            | Klickitat    | EA         | 1072           | SP              | 30   |
| 28450      | 04             | Goldendale, City of                | COMM            | Klickitat    | EA         | 1072           | SP              | 30   |

|       |    |                                   |      |              |    |       |    |    |
|-------|----|-----------------------------------|------|--------------|----|-------|----|----|
| 28450 | 05 | Goldendale, City of               | COMM | Klickitat    | EA | 1072  | SP | 30 |
| 28450 | 06 | Goldendale, City of               | COMM | Klickitat    | EA | 1072  | SP | 30 |
| 34350 | 01 | Hoquiam Water Department, City of | COMM | Grays Harbor | SW | 3600  | S  | 22 |
| 34350 | 02 | Hoquiam Water Department, City of | COMM | Grays Harbor | SW | 3600  | S  | 22 |
| 34350 | 03 | Hoquiam Water Department, City of | COMM | Grays Harbor | SW | 3600  | S  | 22 |
| 38100 | 06 | Kennewick, City of                | COMM | Benton       | EA | 16368 | S  | 31 |
| 38900 | 01 | King County Water District 19     | COMM | King         | NW | 1299  | S  | 15 |
| 38900 | 02 | King County Water District 19     | COMM | King         | NW | 1299  | S  | 15 |
| 38900 | 05 | King County Water District 19     | COMM | King         | NW | 1299  | S  | 15 |
| 43296 | 01 | Fairview Lud 1 Lud 11 Bluffs      | COMM | Clallam      | SW | 1263  | S  | 18 |
| 43783 | 01 | Lake Chelan Reclamation District  | COMM | Chelan       | EA | 1194  | S  | 47 |
| 43783 | 02 | Lake Chelan Reclamation District  | COMM | Chelan       | EA | 1194  | S  | 47 |
| 43783 | 03 | Lake Chelan Reclamation District  | COMM | Chelan       | EA | 1194  | S  | 47 |
| 48000 | 01 | Long Beach Water Department       | COMM | Pacific      | SW | 1362  | S  | 24 |
| 48000 | 02 | Long Beach Water Department       | COMM | Pacific      | SW | 1362  | S  | 24 |
| 48000 | 03 | Long Beach Water Department       | COMM | Pacific      | SW | 1362  | S  | 24 |
| 48000 | 04 | Long Beach Water Department       | COMM | Pacific      | SW | 1362  | S  | 24 |
| 48100 | 01 | Longview Water Department         | COMM | Cowlitz      | SW | 12491 | S  | 26 |
| 48100 | 02 | Longview Water Department         | COMM | Cowlitz      | SW | 12491 | S  | 26 |
| 49150 | 01 | Lynden Water Department           | COMM | Whatcom      | NW | 3706  | S  | 1  |
| 51900 | 01 | Marysville Utilities              | COMM | Snohomish    | NW | 14788 | SP | 7  |
| 59994 | 01 | North Bainbridge Water Co         | COMM | Kitsap       | SW | 1600  | SP | 15 |
| 60100 | 01 | North Bend, City of               | COMM | King         | NW | 1480  | SP | 7  |
| 63450 | 01 | Olympia, City of                  | COMM | Thurston     | SW | 16647 | S  | 13 |
| 63450 | 02 | Olympia, City of                  | COMM | Thurston     | SW | 16647 | S  | 13 |
| 63600 | 03 | Olympic View Water District       | COMM | Snohomish    | NW | 4452  | SP | 8  |
| 63600 | 04 | Olympic View Water District       | COMM | Snohomish    | NW | 4452  | S  | 8  |
| 64500 | 01 | Orting, City of                   | COMM | Pierce       | NW | 1462  | SP | 10 |
| 64500 | 02 | Orting, City of                   | COMM | Pierce       | NW | 1462  | SP | 10 |
| 64500 | 03 | Orting, City of                   | COMM | Pierce       | NW | 1462  | SP | 10 |
| 64500 | 04 | Orting, City of                   | COMM | Pierce       | NW | 1462  | SP | 10 |

| Src_Pws ID | Src_Src Number | Pws_Systemname           | Pws System Type | Pws_County | Pws Region | Pws_Total Conn | Src_Source Type | WRIA |
|------------|----------------|--------------------------|-----------------|------------|------------|----------------|-----------------|------|
| 66400      | 01             | Pasco Water Department   | COMM            | Franklin   | EA         | 7932           | S               | 36   |
| 68550      | 02             | Port Angeles, City of    | COMM            | Clallam    | SW         | 7805           | S               | 18   |
| 68550      | 03             | Port Angeles, City of    | COMM            | Clallam    | SW         | 7805           | S               | 18   |
| 69000      | 01             | Port Townsend, City of   | COMM            | Jefferson  | SW         | 3619           | S               | 17   |
| 69000      | 02             | Port Townsend, City of   | COMM            | Jefferson  | SW         | 3619           | S               | 17   |
| 69150      | 01             | Poulsbo, City of         | COMM            | Kitsap     | SW         | 2194           | SP              | 15   |
| 70050      | 01             | Puyallup, City of        | COMM            | Pierce     | NW         | 9936           | SP              | 10   |
| 70050      | 02             | Puyallup, City of        | COMM            | Pierce     | NW         | 9936           | SP              | 10   |
| 71500      | 01             | Raymond Water Department | COMM            | Pacific    | SW         | 1300           | S               | 24   |
| 71500      | 02             | Raymond Water Department | COMM            | Pacific    | SW         | 1300           | S               | 24   |
| 71850      | 05             | Renton, City of          | COMM            | King       | NW         | 12384          | SP              | 8    |
| 72250      | 01             | Richland, City of        | COMM            | Benton     | EA         | 14011          | S               | 37   |
| 72250      | 04             | Richland, City of        | COMM            | Benton     | EA         | 14011          | S               | 37   |

|       |    |                                     |      |             |    |        |    |    |
|-------|----|-------------------------------------|------|-------------|----|--------|----|----|
| 77050 | 01 | Seattle Public Utilities            | COMM | King        | NW | 174672 | S  | 8  |
| 77050 | 02 | Seattle Public Utilities            | COMM | King        | NW | 174672 | S  | 8  |
| 78170 | 01 | Shelton, City of                    | COMM | Mason       | SW | 3268   | SP | 16 |
| 79500 | 01 | Skagit County PUD 1 Judy Res        | COMM | Skagit      | NW | 18991  | S  | 3  |
| 80915 | 01 | Snohomish, City of                  | COMM | Snohomish   | NW | 2800   | S  | 7  |
| 81080 | 01 | Snoqualmie Water                    | COMM | King        | NW | 2008   | SP | 7  |
| 83650 | 01 | Stanwood Water Dept, City of        | COMM | Snohomish   | NW | 1750   | SP | 5  |
| 84770 | 01 | Sultan Water Department             | COMM | Snohomish   | NW | 1517   | S  | 7  |
| 85120 | 01 | Sumner, City of                     | COMM | Pierce      | NW | 2696   | SP | 10 |
| 85120 | 02 | Sumner, City of                     | COMM | Pierce      | NW | 2696   | SP | 10 |
| 85120 | 03 | Sumner, City of                     | COMM | Pierce      | NW | 2696   | SP | 10 |
| 85120 | 04 | Sumner, City of                     | COMM | Pierce      | NW | 2696   | SP | 10 |
| 86800 | 01 | Tacoma Water Division, City of      | COMM | Pierce      | NW | 85803  | S  | 12 |
| 86800 | 04 | Tacoma Water Division, City of      | COMM | Pierce      | NW | 85803  | SP | 12 |
| 92500 | 01 | Walla Walla Water Division          | COMM | Walla Walla | EA | 8627   | S  | 32 |
| 93343 | 08 | PUD #1 of Asotin County             | COMM | Asotin      | EA | 6260   | S  | 35 |
| 95910 | 01 | Whatcom Wtr Dist 10 - Sudden Valley | COMM | Whatcom     | NW | 1890   | S  | 1  |
| 96350 | 01 | White Salmon, City of               | COMM | Klickitat   | EA | 1277   | S  | 29 |
| 96350 | 02 | White Salmon, City of               | COMM | Klickitat   | EA | 1277   | SP | 29 |
| 99150 | 01 | Yakima Water Division, City of      | COMM | Yakima      | EA | 16124  | S  | 37 |

**Sole Source Aquifers with Geographic Sections That are Impaired.** Please make certain whether or not that your proposed projects actually affects the specific geographic section. Local health departments may be helpful in this regard. Remember, unverified information may result in negative point assignments.

| County    | Sole Source Aquifer           | NO <sub>3</sub><br>≥ 5 mg/l | NO <sub>3</sub><br>≥ 10 mg/l | Priority<br>Pollutant<br>Metals | WRIA | Pesticides | VOC | Petroleum<br>Products |
|-----------|-------------------------------|-----------------------------|------------------------------|---------------------------------|------|------------|-----|-----------------------|
| Island    | Camano Island Aquifer         | 4                           | 1                            | 1                               | 6    | 0          | 1   | 0                     |
| Island    | Whidbey Island Aquifer        | 15                          | 5                            | 4                               | 6    | 1          | 7   | 8                     |
| Snohomish | Cross Valley Aquifer          | 0                           | 0                            | 0                               | 7    | 0          | 0   | 1                     |
| Snohomish | Newberg Area Aquifer          | 0                           | 0                            | 1                               | 7    | 0          | 0   | 0                     |
| King      | Cedar Valley Aquifer          | 1                           | 0                            | 3                               | 8    | 1          | 5   | 8                     |
| Snohomish | Cross Valley Aquifer          | 0                           | 0                            | 1                               | 8    | 0          | 1   | 2                     |
| King      | Cedar Valley Aquifer          | 0                           | 0                            | 1                               | 9    | 0          | 0   | 1                     |
| Pierce    | Central Pierce County Aquifer | 1                           | 0                            | 4                               | 10   | 2          | 9   | 12                    |
| Pierce    | Central Pierce County Aquifer | 5                           | 2                            | 0                               | 11   | 0          | 1   | 0                     |
| Pierce    | Central Pierce County Aquifer | 15                          | 0                            | 10                              | 12   | 3          | 23  | 13                    |
| King      | Vashon-Maury Island Aquifer   | 1                           | 0                            | 1                               | 15   | 0          | 0   | 0                     |
| Jefferson | Marrowstone Island Aquifer    | 0                           | 0                            | 0                               | 17   | 0          | 0   | 0                     |
| Asotin    | Lewiston Basin Aquifer        | 1                           | 0                            | 0                               | 35   | 0          | 1   | 0                     |
| Lincoln   | Spokane Valley Rathdrum       | 1                           | 1                            | 0                               | 43   | 0          | 0   | 0                     |
| Spokane   | (Hole in Spokane Aquifer)     | 1                           | 0                            | 0                               | 54   | 0          | 0   | 0                     |
| Spokane   | Spokane Valley Rathdrum       | 9                           | 3                            | 1                               | 54   | 0          | 4   | 1                     |
| Spokane   | Spokane Valley Rathdrum       | 3                           | 1                            | 1                               | 55   | 2          | 8   | 1                     |
| Spokane   | Spokane Valley Rathdrum       | 14                          | 4                            | 0                               | 56   | 0          | 4   | 1                     |
| Spokane   | (Hole in Spokane Aquifer)     | 0                           | 0                            | 1                               | 57   | 0          | 2   | 2                     |
| Spokane   | Spokane Valley Rathdrum       | 13                          | 4                            | 3                               | 57   | 0          | 10  | 5                     |

## APPENDIX K: Water Quality Loan and Grant Contact List, July 2007

**Water Quality Program, Headquarters (Lacey): Main: (360) 407-6400, Fax: (360) 407-6426**

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### **Funding Programs**

|                                  |  |
|----------------------------------|--|
| Centennial                       | Jeff Nejedly (360) 407-6566, <a href="mailto:jned461@ecy.wa.gov">jned461@ecy.wa.gov</a>  |
| Section 319 Nonpoint Source Fund | Alice Rubin (360) 407-6429, <a href="mailto:arub461@ecy.wa.gov">arub461@ecy.wa.gov</a>   |
| Revolving Fund                   | Brian Howard, (360) 407-6510, <a href="mailto:brho461@ecy.wa.gov">brho461@ecy.wa.gov</a> |

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### **Application and Funding Program Questions**

Jeff Nejedly (360) 407-6566, [jned461@ecy.wa.gov](mailto:jned461@ecy.wa.gov)

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### **Project Specific Questions**

|   |   |
|---|---|
| Financial Management                                      | Jeff Nejedly, Unit Supervisor, (360) 407-6566, <a href="mailto:jnej461@ecy.wa.gov">jnej461@ecy.wa.gov</a><br>Emily Morris (360) 407-6173, <a href="mailto:emar461@ecy.wa.gov">emar461@ecy.wa.gov</a><br>Laurie Webster (360) 407-6542, <a href="mailto:lcon461@ecy.wa.gov">lcon461@ecy.wa.gov</a><br>Alice Rubin (360) 407-6429, <a href="mailto:arub461@ecy.wa.gov">arub461@ecy.wa.gov</a><br>Joan Clark (360) 407-6570, <a href="mailto:jcla461@ecy.wa.gov">jcla461@ecy.wa.gov</a><br>Lori Eastabrook (360) 407- 6541, <a href="mailto:loea461@ecy.wa.gov">loea461@ecy.wa.gov</a> |
| Small Towns Environment Program (STEP)                    | Alan Bogner (360) 407-6549, <a href="mailto:abog461@ecy.wa.gov">abog461@ecy.wa.gov</a>  |
| On-site Septic System Grant & Loan Program                | Patricia Brommer (360) 407-6216, <a href="mailto:pbro461@ecy.wa.gov">pbro461@ecy.wa.gov</a>   |
| State and Tribal Assistance Grants Program Manager (STAG) | Tammie McClure (360) 407-6410, <a href="mailto:tmcc461@ecy.wa.gov">tmcc461@ecy.wa.gov</a>   |
| Freshwater Algae Control Program Manager                  | Joan Clark (360) 407-6570, <a href="mailto:jcla461@ecy.wa.gov">jcla461@ecy.wa.gov</a>   |

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### **Publications**

|                             |  |
|-----------------------------|--|
| Ecology Publications Office | (360) 407-7472, <a href="mailto:ecypub@ecy.wa.gov">ecypub@ecy.wa.gov</a> |
|-----------------------------|--|

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### **Regional Contacts:**

|   |   |
|---|---|
| <u>Central Regional Office (Yakima)</u>     | Main: <b>(509) 575-2490</b> , Fax: (509) 575-2809 |
| <u>Eastern Regional Office (Spokane)</u>    | Main: <b>(509) 329-3400</b> , Fax: (509) 329-3570 |
| <u>Northwest Regional Office (Bellevue)</u> | Main: <b>(425) 649-7000</b> , Fax: (425) 649-7098 |
| <u>Southwest Regional Office (Lacey)</u>    | Main: <b>(360) 407-6300</b> , Fax: (360) 407-6305 |

## **APPENDIX L: Directions to Ecology Building**

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### **From the South:**

1. Take I-5 North.
2. Take exit 109 Martin Way.
3. Turn right on Martin Way.
4. Proceed on Martin Way, turn right on Desmond Drive.
5. Turn left to Ecology Building.

### **From the North:**

1. Take I-5 South.
2. Take exit 109 Martin Way.
3. Turn left on Martin Way.
4. Proceed on Martin Way, turn right on Desmond Drive.
5. Turn left to Ecology Building.

| <b>Acronym,<br/>Abbreviation,<br/>or Contraction</b> | <b>Program Name</b>  |
|--|--|
| 319  | Section 319 of the Clean Water Act - Nonpoint Source Pollution   |
| 2514 (Phase 1-3)                                     | Engrossed Substitute House Bill 2514 - The Watershed Planning Act  |
| 2514 (Phase 4)                                       | Engrossed Substitute House Bill 2514 - The Watershed Planning Act  |
| BPA  | Bonneville Power Administration  |
| CC   | Conservation Commission  |
| CCWF   | Centennial Clean Water Fund  |
| CREP   | Conservation Reserve Enhancement Program   |
| CRP  | Conservation Reserve Program   |
| CZM  | Coastal Zone Management  |
| Ecology Coastal<br>Protection                        | Ecology Administered Coastal Protection Fund   |
| EPA  | Environmental Protection Agency  |
| EQIP   | Environmental Quality Incentives Program   |
| FCAAP  | Flood Control Assistance Account Program   |
| FSA  | Farm Service Agency  |
| IAC  | Interagency Committee for Outdoor Recreation   |
| N/A  | Not applicable - Typically used for 100% grant programs, loans, etc.   |
| NOAA   | National Oceanic and Atmospheric Administration  |
| NRCS   | Natural Resource Conservation Service  |
| PIE  | Public Involvement and Education Program   |
| PSAT   | Puget Sound Action Team  |
| STAG   | State and Tribal Assistance Grants   |
| USACE  | United States Army Corps of Engineers  |
| USDA   | United States Department of Agriculture Rural Development  |
| WQA  | State of Washington, Water Quality Account per Chapter 70.146<br>RCW, <i>Water Pollution Control Facilities Financing</i><br>RCW 70.146.080 - Determination of tax receipts in water quality<br>account -- Transfer of sufficient monies from general revenues |

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