



Interim
Remedial Action
Grant Guidelines
1997-99



Solid Waste & Financial Assistance Program

Publication #97-504



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Abstract: These guidelines detail the funding levels, eligibility requirements, and application process for Ecology's Remedial Action Grants Program, which helps local governments with the costs of cleaning up hazardous waste sites.

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If you have any special accommodation needs, please contact Steve Loftness, in Ecology's Solid Waste and Financial Assistance Program, at (360) 407-6060, or Ecology's Headquarters Office at (360) 407-7155 (TDD).

Interim Remedial Action Grant Guidelines 1997-99

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Introduction

Purpose

These guidelines will help you, the reader, understand the administrative policies and procedures of the 1997-99 Interim Remedial Action Grant Program. You can read the grant program's governing rule, Chapter 173-322 WAC, Remedial Action Grants, in Appendix 1.

When local governments have to clean up hazardous sites, the state of Washington, through the Department of Ecology, offers remedial action grants to lessen the impact of the cost to rate payers and tax payers. The grants also encourage and expedite cleanup activity by local governments.

These guidelines will be finalized after development work is completed on Brownfield/area-wide grant program.

Categories of Grants

- Site Study and Remediation - These grants help local governments study and clean up hazardous waste sites where the local government is a Potentially Liable Person (PLP). *(See Chapter 3 for a detailed explanation of these grants.)*
- Safe Drinking Water Actions - These grants help water system purveyors provide safe drinking water to areas where a hazardous waste site has contaminated drinking water. *(See Chapter 4 for a detailed explanation of these grants.)*
- Site Hazard Assessment - These grants help local health departments/districts investigate suspected hazardous waste sites within their jurisdictions. *(See Chapter 5 for a detailed explanation of these grants.)*

Program History

In 1988, Washington voters passed Initiative 97, known as the Model Toxics Control Act (MTCA), Chapter 70.105D RCW. The Model Toxics Control Act authorized a remedial action grant program and designated it as the top priority waste grant program with Ecology.

Funds for grants come from a tax on the first possession in Washington of certain hazardous substances. The Act directed that 53 percent of the revenue from the tax be deposited in the Local Toxics Control Account for these grants. The Act also directed the Department of Ecology to “adopt the rules for grant issuance and performance.” Chapter 173-322-WAC, Remedial Action Grants, adopted in May 1990, created the program described in these guidelines. Ecology amended the rule in 1993, to provide safe drinking water action grants.

Remedial action grants were also issued under the authority of the 1987 Hazardous Waste Cleanup Act, Chapter 70.105B RCW, which the 1988 law superseded. Table I summarizes all grants issued to date.

Program Funding

The Department of Ecology allocated approximately \$25.5 million for the remedial action grants in the 1997-99 biennium.

Table 1
Remedial Action Grants Issued
Through June 1, 1997

LOCAL GOVERNMENT	SITE	PROJECT	GRANT #	AMOUNT
Landfills				
City of Hoquiam	Landfill	RI/FS	TAX89057	\$ 51,015
		RA	TAX91005	2,403,045
Spokane County	Mica	RI/FS	TAX89066	1,037,092
		IRM	G9200293	252,558
		IRM	G9400069	5,798,944
	Greenacres	RI/FS	TAX89108	525,796
	Colbert	RA	TAX90057	3,967,213
City of Tacoma	Landfill	RI/FS	TAX89091	104,445
		IRM	TAX89112	248,040
		RA	G9200054	10,900,611
Clark County	Leichner	RI/FS	TAX89113	98,795
		IRM	TAX89114	280,137
Pierce County	Hidden Valley	RI/FS	TAX89125	599,364
		IRM	TAX89124	106,229
City of Seattle	Midway	RI/FS	TAX89118	1,729,053
		RA	TAX90182	4,850,050
		O&M	G9300134	276,615
	Kent Highlands	RI/FS	TAX90018	2,264,036
		IRM	TAX90168	1,056,788
		RD	TAX90169	1,394,299
		RA	G9200311	186,360
		RA	G9400077	1,332,216
		O & M	G9600069	432,570
City of Everett	Tire Fire/Landfill	RI/FS	TAX91023	144,419
		RA	G9500209	529,526
		RA	G9600307	1,350,341
City of Centralia	Landfill	IRM	TAX91106	1,345,344
		IRM	G9300195	810,209
		RI/FS	G9300248	125,635
		RI/FS	G9600252	464,680
		RA	G9400155	5,000,000
City of Spokane	Northside	RA	G9200077	2,717,418
City of Mount Vernon	Forest Estates	RA	G9400081	50,000
Kitsap County	Norseland Mobile Estates	RI/FS	G9500085	346,115
	Hansville Landfill	RI/FS	G9600296	339,030
	Bainbridge Island Landfill	RI/FS	G9700097	1,136,037
Snohomish County	McCollum Park	RI/RA	G9600256	2,937,291
SUBTOTAL				\$57,191,316

Ports				
Vancouver	Spill In River	RA	TAX91065	\$ 72,352
	Ft. Vancouver Plywood	RA	G9700140	499,250
Olympia	Cascade Pole	RI/FS	TAX91072	944,737
		RA	G9700144	724,445
Tacoma	Sitcum Waterway	RD	G9300145	537,863
		RA	G9400221	2,500,000
	Murray Pacific Log Yard	RA	G9500207	245,335
Pasco	Bulk Terminal	RI/FS	G9300194	510,825
		RA	G9600041	432,375
Port Townsend	Oil Spill Clean Up	RA	G9400068	49,444
Shelton	Certified Aerospace	RA	G9400220	112,500
Port Angeles	Marine Terminal	RI/FS	G9500195	147,918
Seattle	West Seattle Landfills	RI/RA	G9600274	2,947,399
Grays Harbor	Hungry Whale Site	RA	G9700065	268,818
Ridgefield	Pacific Wood Treating	RA	G9700124	151,283
SUBTOTAL				\$10,144,544
Drinking Water				
City of Yakima	Railroad Area	RA	G9300117	4,607,032
City of Union Gap	Railroad Area	RA	G9300113	1,482,087
City of Vancouver	Water Treatment Plant	RA	G9300115	3,487,094
City of Centralia	Kayu Lane	RA	G9300127	40,140
City of Lacey	Well A Source Development	RA	G9400301	49,985
City of Tumwater	Bush Middle School Wells	RA	G9400313	405,683
City of Bainbridge Island	Rockaway Beach	RA	G9500107	455,521
City of Sunnyside	Water Well #1 Replace	RA	G9500231	373,946
Spokane County Water District #3	Mead Well Replace	RA	G9500240	352,500
Port of Moses Lake	Skyline New Well	RA	G9500311	330,000
City of Richland	Wellsian Way Wellfield	RA	G9600226	287,000
SUBTOTAL				\$11,870,988

LEGEND:

IRM - Interim Remedial Measures
RA - Remedial Action
RD - Remedial Design

O&M - Operation and Maintenance
RI/FS - Remedial Investigation/Feasibility Study
SHA - Site Hazard Assessment

Other Sites				
Chelan County	Cashmere Airport	RI/FS	G9200163	10,417
City of Anacortes	Maintenance Facility	RA	G9200280	50,000
Yakima Air Terminal	Pesticide Site	RI/FS	G9200294	67,774
Thurston County	Fir Tree Road Pit	RA	G9400044	49,977
City of Sumas	Northwest Transformer	RA	G9400210	15,000
City of Tacoma	Thea Foss Waterway	RD	G9500147	1,323,300
	Morris/Leonard Site	RA	G9500300	503,833
	Foss Uplands	RI/FS	G9700198	400,000
King County/Metro	South Dearborn Street	RA	G9500206	563,052
	Lake Hills Sewer Treatment	RA	G9600111	1,334,826
Pierce Transit	Tacoma Dome Station	RA	G9500208	844,400
Skamania County	Road District #1 Tank Site	RA	G9500242	90,000
City of Hoquiam	Farmer's Market	RA	G9500313	70,811
Kittitas County	Bowers Field	RA	G9600157	278,920
City of Tumwater	Old Public Works Site	RI/FS	G9600329	40,408
City of Aberdeen	City Hall Underground Storage Tank	RI/FS	G9700199	13,656
City of Port Angeles	Ediz Hook Tank	RA	G9700159	8,239
Mason County Fire Protection District #5	Soil Cleanup	RA	G9700064	68,160
Toledo School District	Soil Cleanup	RA	G9700085	75,000
Peninsula School District	Purdy Bus Barn	RA	G9700203	14,342
City of Okanogan Airport	RFI	RA	G9700123	313,347
	SUBTOTAL			\$6,135,462

LEGEND:

IRM - Interim Remedial Measures
RA - Remedial Action
RD - Remedial Design

O&M - Operation and Maintenance
RI/FS - Remedial Investigation/Feasibility Study
SHA - Site Hazard Assessment

Site Hazard Assessments (SHA's)				
HEALTH DEPARTMENT	SITE	PROJECT	GRANT #	AMOUNT
Tacoma-Pierce County	Rosch	SHA	TAX91128	45,950
	Multiple	SHA	G9400197	100,000
	Multiple	SHA	G9600264	100,000
Snohomish	Multiple	SHA	G9300146	130,000
	Multiple	SHA	G9500188	160,000
	Multiple	SHA	G9700133	90,000
Okanogan	Multiple	SHA	G9300147	77,086
	Mining Sites	SHA	G9500182	60,000
	Mining Sites, FUDS	SHA	G9600270	50,000
Southwest Washington	Multiple	SHA	G9300327	100,000
	Multiple	SHA	G9500226	160,000
	Multiple	SHA	G9700129	80,000
Grays Harbor	Saginaw Mill	SHA	G9300150	27,930
Yakima County	Multiple	SHA	G9300185	100,000
	Multiple	SHA	G9500307	80,000
	Multiple	SHA	G9700213	80,000
Spokane County	Multiple	SHA	G9300326	100,000
Seattle-King County	Multiple	SHA	G9400106	100,000
	Multiple	SHA	G9600058	160,000
Grant County	Multiple	SHA	G9400318	100,000
Thurston County	Multiple	SHA	G9500128	100,000
Kittitas County	Multiple	SHA	G9500189	100,000
Island County	Multiple	SHA	G9700112	60,000
SUBTOTAL				\$2,160,966
TOTAL				\$87,503,276

LEGEND:

IRM - Interim Remedial Measures
RA - Remedial Action
RD - Remedial Design

O&M - Operation and Maintenance
RI/FS - Remedial Investigation/Feasibility Study
SHA - Site Hazard Assessment

Cleanup Process

A key goal of the Model Toxics Control Act is to encourage cooperation between interested parties in the identification and cleanup of hazardous substances. Funds to conduct cleanup activities are generated by a tax on the “first use” of any toxic substance sold within the state.

Phases of the Cleanup Process

Site Discovery

Sites where contamination is found must be reported to Ecology’s Toxics Cleanup Program. At this point, potentially liable persons may choose to conduct independent cleanup without assistance from the department, but cleanup results must be reported to Ecology. Independent cleanups are done at the potentially liable person’s own risk. The department may require additional cleanup actions at these sites at any time to bring them into compliance with state cleanup standards.

Initial Investigation

Ecology conducts an initial investigation of the site within 90 days. Based on information obtained about this site, a decision must be made within 30 days to determine if the site requires additional investigation, emergency cleanup or no further action. If further action is required under the Act, Ecology sends early notice letters to owners, operators, and other potentially liable persons, inviting them to work cooperatively with the Department.

Site Hazard Assessment

Ecology conducts a site hazard assessment to confirm the presence of hazardous substances and to determine the relative risk the site poses to human health and the environment. A local health department/district can also do this using grant funding. Ecology will work closely with liable persons to identify hazardous substances and

characterize the site. **Grants available to health departments/districts.**

Hazard Ranking

The Act requires that the sites be ranked according to the relative health and environmental risk each site poses. Ecology worked with the Science Advisory Board to create the Washington Ranking Method, which categorizes sites using data from the site hazard assessments. Sites are ranked on a scale of one to five. A score of one represents the highest level or risk; a score of five represents the lowest. Ranked sites are placed on the state Hazardous Sites List.

Remedial Investigation/Feasibility Study

A remedial investigation and feasibility study is needed to define the extent and magnitude of contamination at a site. The study also evaluates all potential impacts on the environment and alternative cleanup technologies. The reports completed in this phase are subject to a 30-day public review period. **Grants available to local governments. Must meet eligibility conditions and match requirements.**

Selection of Cleanup Action

Using information gathered during the study, a cleanup action plan is developed. The plan identifies preferred cleanup methods, and specifies cleanup standards and other requirements at the site.

Site Cleanup

Actual cleanup begins when the cleanup action plan is implemented. This includes design, construction, operation and monitoring of cleanup actions. A site may be taken off the Hazardous Sites List after cleanup is completed and Ecology determines cleanup standards have been met. Some sites require long-term monitoring to determine the effectiveness of the cleanup. It may take as little as six months or as much as 30 years to establish that a site is "clean." **Grants available to local governments. Must meet eligibility conditions and match requirements.**

Site Study and Remediation

Who is Eligible?

The grant applicant must be a local government who is a potentially liable person (PLP) at a hazardous waste site, or who has entered with the Department of Ecology into a prospective purchaser agreement assuming all or part of the cleanup liability at a hazardous waste site. **One** of the following conditions must also be met:

- 1) Ecology must have required the local government to perform some phase of remedial action. That requirement may take any of the following forms:
 - a) A consent decree under the Model Toxics Control Act (Chapter 40.105D RCW) or the Hazardous Waste Cleanup Act (Chapter 70.105B RCW) requiring remedial action at the site; or
 - b) An enforcement order or an agreed order, under Chapter 70.105D RCW or 70.3105B RCW, prior to March 1, 1989 requiring remedial action at the site; or
 - c) An enforcement order or consent order under the Water Pollution Control Act (Chapter 90.48 RCW) requiring remedial action at the site; or
 - d) An amendment to an enforcement order or a consent order under Chapter 90.48 RCW subsequent to March 1, 1989 requiring remedial action at the site.
 - e) Compliance schedule for underground storage tank cleanups (grant not to exceed \$100,000).
- 2) The local government is a Potentially Responsible Party (PRP) under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA). As a PRP, the local government has entered with the U.S.

Environmental Protection Agency (EPA) into a decree requiring remedial action at a hazardous waste site. This decree must have been signed or acknowledged by Ecology in writing as a sufficient basis for remedial action grant funding.

- 3) The local government has signed an agreement with Ecology requiring another PLP to perform action at a landfill site. The agreement must take one of the forms shown in 1). The local government must also have entered into an agreement with the PLP to reimburse the PLP for a portion of the incurred remedial action costs with the purpose of providing relief to ratepayers and/or taxpayers.
- 4) The local government has entered into a de minimis settlement agreement with Ecology or the EPA.
- 5) The local government has completed and obtained approval of an independent cleanup report under the Independent Remedial Action Program (IRAP) (grant not to exceed \$100,000, retroactivity limited to 2 years).

What is Eligible?

Site Study and Remediation grants supplement local government efforts to conduct remedial investigations and cleanup actions.

Eligible Costs

Eligible costs for the Site Study and Remediation grants include reasonable costs for:

- **Remedial investigations.**
- **Feasibility studies.**
- **Remedial designs.**
- **Pilot studies.**
- **Interim actions.**

- **Landfill closures** as required by the Minimum Functional Standards for Solid Waste Handling and the Criteria for Municipal Solid Waste Landfills (Chapters 173-304 and 173-351 WAC), if included in the order or decree for remedial action. Funding for closure projects is **limited to \$500,000 per landfill**, and is restricted to elements required by the minimum functional standards. Economically disadvantaged areas may receive more than the \$500,000 limit. (*See “Grants to Economically Disadvantaged Counties,” page 28.*)
- **Other remedial action** included in the order or decree, **including landfill closure** activities beyond the requirements of the minimum functional standards.
- Capital costs of long-term **monitoring systems**.
- **Operating costs and maintenance** costs incurred during the first year of cleanup after the facilities and equipment have been installed or constructed.
- **Retroactive costs**. (For more information, call Steve Loftness at (360) 407-6060.)
- **De minimus** settlement payments.

Ineligible Costs

Ineligible costs include:

- Most retroactive costs.
- Legal fees and penalties.
- Oversight costs.
- Operating and maintenance costs after the first year of accomplishing the remedial action.
- Operating and maintenance costs of long-term monitoring.
- Natural Resource Damage Assessments.

- Costs incurred in conducting independent requirements for source control and prevention at sites other than landfills.

All costs must be approved by Ecology in order to be eligible for reimbursement.

Ineligible Sites

There are several situations in which some type of remedial action is undertaken but which are not eligible for Site Study and Remediation grants. These include:

1. Remedial action at a privately-owned and/or operated hazardous waste site where there is no local government PLP involved at the site. (Local health departments, however, may apply for site hazard assessments at such sites.)
2. "Independent Cleanups" i.e., remedial action which is not required by order or decree by the Department, **except**, where the local government has completed and obtained approval of an independent cleanup report under the Independent Remedial Action Program (IRAP), in which case the grant may not exceed \$100,000, and retroactivity is limited to two (2) years.

How to Apply

There is no set application period for Site Study and Remediation grants. If an order or decree has been issued to a local government, application for the grant must be made within 60 days after the effective date of the order or decree. See Appendix C for application forms. Address all grant related inquiries to:

Steve Loftness
Solid Waste and Financial Assistance Program
Department of Ecology
PO Box 47600
Olympia, WA 98504-7600
Telephone: (360) 407-6060

Financial Information

Remedial investigations and feasibility studies (RI/FS) will be considered for funding at **50 percent** of eligible project costs.

A local government in a county that is defined as **economically disadvantaged** may receive up to **25 percent additional** funding. The local government must also provide satisfactory demonstration of extraordinary financial need. (See page 28 for the definition and current list of such counties.)

Remedial designs, interim remedial measures, and remedial actions (RD, IRM, RA) will usually be considered for funding up to **50 percent** of eligible project costs.

A local government in a county that is defined as **economically disadvantaged** may receive up to **25 percent additional** funding. The local government must also provide satisfactory demonstration of extraordinary financial need.

In recent years, more hazardous site cleanups in Washington are part of the reclamation of previously developed land for new or revitalized economic activities. Ecology welcomes and encourages these cleanups as a realization of state economic and environmental goals, since long-settled areas are restored and modernized for productive purposes. Such projects also attract other financing and generate future revenue, and thus require less grant support than other types of cleanups.

If a project has strong development potential or the applicant is in a relatively strong economic position, funding for **RD, IRM, or RA projects** may be considered **at 50 percent or less** of eligible project costs. Ecology explicitly reserves the option of providing very limited, or no, grant support for some sites. Indicators of strong economic position include:

- The applicant has entered with the Department of Ecology into a prospective purchaser agreement

assuming all or part of the cleanup liability at a hazardous waste site.

- There are other viable PLPs at the site to help pay for cleanup, either as part of the consent decree, or through post-cleanup settlements.
- The cleanup is not a significant financial burden on the applicant, due to factors such as a small cleanup cost relative to a large tax base.
- The applicant has previously received substantial state funding for the site.
- The applicant is likely to obtain substantial insurance settlements for the site.

Settlements with PLPs and Insurance Companies

In general, the Department of Ecology wants to expedite cleanups by encouraging interested parties to cooperate in bringing an optimum level of private and public resources to the task of cleanup. Remedial action grants are intended to “jump-start” cleanups by providing up-front financing, reducing the impact on the taxpayer of public cleanups, and attracting other private and public dollars to facilitate cleanup.

The application for a remedial action grant requires preparing a budget that indicates all sources of cleanup financing, including grants, matching funds from the applicant, other types of public financing, PLP settlements, and insurance settlements.

Settlements with PLPs

PLPs bear financial responsibility for remedial action costs. If a decree or order requires a PLP other than the local government to conduct remedial action, the financial contribution of that PLP will be deducted from the amount eligible for grant funding. The grant-eligible project cost will be the remaining cost of the remedial action project after the contributions of the other PLPs have been deducted.

Ecology will adjust the grant if settlements with other PLPs are reached while cleanup activities are in progress.

If a local government pursues a successful settlement action against a PLP after the cleanup is completed, then the local government shall reimburse Ecology for a proportionate share of the settlement, after deducting the local government's legal fees for pursuing the settlement.

Settlements with Insurance Companies

A local government may receive an insurance settlement for a cleanup. If the insurance settlement covers costs that are eligible for grant funding and within the grant scope of work, the local government may use the settlement as local match, up to the amount of the total match requirement. If the settlement is more than the required match, Ecology will only provide grant funding for the difference between the insurance settlement and the total remedial action costs.

This holds true even if the insurance settlement comes after the grant has been issued. If a local government receives a grant, and then subsequently receives an insurance settlement that is less than the difference between the total remedial action cost and Ecology's grant, then the local government may retain all of the proceeds from the insurance settlement.

But if the insurance settlement is greater than the difference between the total remedial action cost and Ecology's grant, then the local government must reimburse Ecology for any project expenditures already funded by the grant.

Funding Cap

After the remedial investigation and feasibility study have been completed, and a final action plan has been developed, Ecology and the applicant will establish a final cleanup budget and negotiate a grant agreement. The dollar amount in this agreement will be Ecology's final commitment from the remedial action fund for cleanup at that hazardous waste site. Grant agreements may be amended, but requests to increase the remedial action grant budget will receive lower priority than other applications.

Prioritization

When pending grant applications exceed the amount of funds available, Ecology may prioritize applications based on the following criteria:

- Relative hazard ranking as determined by Ecology in accordance with the Model Toxics Control Act Cleanup Regulation (WAC 173-340-330) or the U.S. EPA National Priorities List ranking. Higher ranking sites will receive higher funding priority.
- Evidence that the grant is necessary to expedite cleanup.
- Readiness of the applicant to proceed promptly with the project.

Safe Drinking Water Action

The Washington State Departments of Health and Ecology both have roles regarding safe drinking water action grants. Ecology provides funding through the Remedial Action Grants Program and administers the grant so that remedial action goals are met. Health identifies sites and provides technical oversight to ensure that state regulations regarding drinking water are met.

Who is Eligible?

The grant applicant must be a local government that owns or operates a contaminated drinking water system, or a local government applying on behalf of an entity that owns or operates a contaminated drinking water system. The applicant must also meet the following conditions:

- Ecology has determined that the drinking water system is in an area contaminated by a hazardous waste site.
- The Department of Health has determined that the applicant is in substantial compliance with applicable rules:
 - Public water supplies (Chapter 246-290 WAC)
 - Water works operator certification (Chapter 246-292 WAC)
 - Water System Coordination Act (Chapter 246-293 WAC)
 - Drinking water operating permits (Chapter 246-294 WAC)
- The water system must show:
 - Maximum Contaminant Levels (MCL's) exceeding the standards for public water supplies (WAC 246-290-310); or
 - EPA standards as determined by the state Department of Health; or

- Ecology’s standards set by the Model Toxics Control Act cleanup regulation (WAC 173-340-700).

Alternatively, the state Department of Health must certify that a contaminant threatens the safety and reliability of a public water system and that the threat cannot be remedied solely by operational solutions.

The contaminants must include at least one hazardous substance. If the contaminant is a nitrate or a trihalomethane, it must be determined to have originated from a hazardous waste site.

- An order or decree must be issued to any identified Potentially Liable Persons (PLPs), requiring that safe drinking water be provided to the contaminated area as a remedial action. Ecology may waive this requirement to protect public health.
- Preferred solutions include water treatment and eliminating the source of contamination.
- Any proposed water line extensions and any development of new water sources must be consistent with the local coordinated water system plan and growth management plan for the jurisdiction(s) containing the affected water supplies.
- Any proposed water line extensions must be primarily for remedial action purposes and not to serve unserved land. Development-related aspects of proposed projects are not eligible for remedial action funding.
- Any proposed new water source must have a water right permit approved by the Department of Ecology.
- Any proposed new water source must be primarily to replace a contaminated water source. If the new source supplies water beyond that required by the remedial action purpose, then the additional water supply is not eligible for remedial action funding.

What is Eligible?

Safe Drinking Water Action grants supplement local government efforts to provide safe drinking water to residents living in an area where a hazardous waste site has contaminated the drinking water.

Eligible Costs

Eligible costs for Safe Drinking Water Action grants include reasonable costs for:

- Treatment equipment and facilities, including air stripping towers, package treatment plants, point of use treatment systems, and similar approaches.
- Costs identified by the state Department of Ecology as necessary to protect a public water system from contamination from a hazardous waste site or to determine the source of such contamination.
- Water supply source development and replacement, including pumping and storage facilities, source meters, and reasonable appurtenances.
- Transmission lines between major system components, including interties with other water systems.
- Distribution lines from major system components to system customers or service connections.
- Fire hydrants.
- Service meters.
- Project inspection, engineering, and administration.
- Other costs identified by the state Department of Health as necessary to provide a system that operates in compliance with federal and state standards, or by the coordinated water system plan as necessary to meet required standards.
- Individual service connections, including any fees and charges, provided that property owners substantially participate in financing the cost of such connections.

- Drinking water well abandonment for wells identified by Ecology as an environmental safety or health hazard according to the Minimum Standards for Construction or Maintenance of Wells (WAC 173-160-415).

Ineligible Costs

Ineligible costs include:

- Legal fees and penalties.
- Ecology oversight costs.
- Operating and maintenance costs.
- Retroactive costs, except as limited by WAC 173-322-100.

All costs must be approved by Ecology in order to be eligible for reimbursement.

Alternative Solutions for Water Contamination

The purpose of safe drinking water grants is to remedy water contamination problems caused by hazardous substances. Generally, the solutions fall into three categories: Treatment, extension of an existing water system, or providing a new water source. Unless it is clearly demonstrated to the contrary, the solution preferred for funding is treating the water and eliminating the source of contamination. There are four reasons for this preference:

- 1) The authority for the grant program is the Model Toxics Control Act. The purpose of this Act is to clean up hazardous waste sites rather than provide water supply infrastructures.
- 2) Increasing pressure on the state's water resources means that conservation of clean, unused water supplies is important. Cleansing or treating an otherwise adequate water supply is preferable to abandoning it and tapping into a new aquifer, provided that technologically and economically sound treatment approaches exist for the particular contaminants.

- 3) Treatment systems can be faster and cheaper solutions to health concerns than extending water lines or providing new water sources.
- 4) Treatment systems can be solutions to identified water contamination problems without triggering water system charges, growth management issues, or annexation concerns.

Applicants for safe drinking water grants are required to provide a brief analysis of the alternatives including treatment, extension of existing water systems, and new sources. The analysis must address costs, technical feasibility, time frame to implement the solution, permits needed, identified responsible agency, and must set forth a rationale for the chosen solution. Treatment will be the preferred alternative unless another alternative is clearly demonstrated to be better.

How to Apply

Local governments may submit applications for Safe Drinking Water Action grants at any time. If an order or decree has been issued to a local government, application for the grant must be made within 60 days after the effective date of the order or decree. See Appendix 3 for application forms. Address all grant related inquiries to:

Steve Loftness
Solid Waste and Financial Assistance Program
Department of Ecology
PO Box 47600
Olympia, WA 98504-7600
Telephone: (360) 407-6060

Financial Information

Safe Drinking Water Action projects will be considered for funding at up to **50 percent** of eligible project costs. A local government in a county that is considered economically disadvantaged may receive up to **25 percent** additional funding. The local government must also provide satisfactory demonstration of extraordinary financial need. *(See page 28 for the definition and current list of such counties.)*

The Department of Ecology may make grant offers below the maximum percentage share and may fund all or part of eligible grant activities. Funding from either the local government or a PLP may be used to match grant funds.

Prioritization

When pending grant applications exceed the amount of funds available, Ecology may prioritize applications, based on the following criteria:

- Relative risk to human health as jointly determined by Ecology and the state Department of Health, in accordance with the regulations for Model Toxics Control Act Cleanup (WAC 173-340-330) and Public Water Supplies (WAC 246-290-310). Sites with greater risk will receive a higher funding priority.
- Readiness of the applicant to proceed promptly with the project.
- Ownership of the water system to be extended or improved. Local government-owned systems will receive higher funding priority than privately-owned systems.
- Greater number of people served by the water system.
- Lower per capita cost of remediation.

Site Hazard Assessment

Ecology maintains a list of all sites in the state that are presumed contaminated based on a short review called an “initial investigation.” The next step, called the “site hazard assessment,” is a more intensive confirmation of the type and level of contaminants present. The results of the site hazard assessment are used by Ecology to rank the sites by order of hazard. This allows Ecology to set work program priorities.

Who is Eligible?

The grant applicant must be a local health department/district that is not a Potentially Liable Person (PLP) at the sites being assessed.

What is Eligible?

Site Hazard Assessment grants supplement Ecology’s effort to:

- Rank hazardous waste sites.
- Encourage local government initiative in cleaning up hazardous waste sites.
- Expedite cleanup actions.

Site Hazard Assessment grants may be used to investigate public or private sites, with priority given to public sites. For economy and efficiency, most grants should be written to cover several local sites. The sites cannot have been previously assessed by the Department or the U.S. Environmental Protection Agency. Ecology must agree to any sites which the health department/district proposes to assess.

Eligible costs for Site Hazard Assessment grants include the costs of any tasks which enable the local health department/district to participate in Ecology’s site ranking and priority-setting process. The activities must be

pursuant to the site hazard assessment section of the Model Toxics Control Act Cleanup Regulation (WAC 173-340-320). For example:

- Identifying the hazardous substances released or threatened to be released, and estimating quantities and concentration.
- Gathering evidence confirming a release or threatened release of hazardous substances.
- Describing the facility containing the release.
- Identifying the location within an area where hazardous substances are known or suspected.
- Considering surface water run-on and run-off and the potential to leach hazardous substances.
- Making preliminary characterizations of the subsurface and ground water affected or possibly affected by the release.
- Acknowledging other physical factors that influence the effect of hazardous substances on the environment.

All grant costs must be approved by Ecology to be eligible for reimbursement.

Work plans for site hazard assessments must conform to the site hazard assessment section of the Model Toxics Control Act Cleanup Regulation and follow the Department of Ecology guidelines and procedures. Ecology's publication, *Site Hazard Assessment and Guidance Procedures for Washington Ranking Method* (WDOE 91-73) can assist you in preparing a work plan. Call Michael Spencer at (360) 407-7195 for copies. Refer any site hazard assessment questions that are not related to the grant to Mr. Spencer.

The Department of Ecology retains the authority to review and verify the results of site hazard assessments. A grant for a site hazard assessment does not obligate Ecology to provide further funding for study or cleanup at the site, or to initiate enforcement action.

How to Apply

Local health department/districts can submit applications for Site Hazard Assessment grants at any time. See Appendix 3 for application forms. Address all grant related inquiries to:

Steve Loftness
Solid Waste and Financial Assistance Program
Department of Ecology
PO Box 47600
Olympia, WA 98504-7600
Telephone: (360) 407-6060

Financial Information

Eligible costs for site hazard assessments will be considered for grant funding of up to **100 percent**.

Prioritization

When pending grant applications exceed the amount of funds available, Ecology may prioritize applications based on the following criteria:

- a) Potential public health or environmental threat from the sites.
- b) Ownership of the site, with publicly-owned sites receiving funding priority over privately-owned sites.
- c) The relative readiness of the applicant to proceed promptly in accomplishing the proposed scope of work.

Limits on Funding

Grants are contingent on the availability of appropriated funding. The fact that a local government is eligible or has received funding for initial phases of remedial action is no guarantee of continued funding. Separate grant contracts will be written for each major phase of remedial action, and for discrete tasks and near-future time frames.

Ecology reserves the right to reject costs as excessive, even when work is fully approved from a technical standpoint. As a result, some tasks may be reimbursed at less than the allowable percentages. Do not assume that grant amendments will automatically follow cost increases.

Ecology establishes a maximum total dollar amount to be granted at each site. This is a necessary tool to set reasonable limits on commitments to sites. It is standard practice in most of Ecology's large capital facility grants. (See "Funding Cap on Site," page 15.)

After the grant budget is set, Ecology will maintain that budget total. Ecology will consider grant amendments to change the length of the contract or reorganize the budget. Ecology will only consider requests for increases in the total grant funding to that site, however, if all sites which are expected to be eligible for remedial grant funding in that biennium have received grant funding.

Administrative Requirements for Ecology Grants and Loans (WDOE 95-701, June 1995) establishes the administrative requirements for all grants and loans administered through the Department of Ecology. It describes requirements for financial management, reporting expenditures and income, contracting, procurement and retaining records. Ecology gives a copy of this publication to each grant recipient when the grant agreement is signed.

Retroactive Funding

Retroactive funding of costs incurred prior to the date of the grant agreement is allowed only under certain

circumstances. First the recipient must have an order or decree with Ecology signed after March 1, 1989. In addition, one or more of the following circumstances must apply:

- (a) The grant application period is closed when the order or decree becomes effective.
- (b) Ecology unreasonably delays the processing of the grant application.
- (c) There are inadequate funds in the local toxics control account to cover the entire scope of work required by the decree or order.
- (d) If the recipient has undertaken remedial actions not required by the decree or order, grants for this work may be made if Ecology later formally includes such work items in a decree or order.

Grants to Economically Disadvantaged Counties

While most identified hazardous waste sites are in large urbanized counties, some are located in counties that are commonly judged to be less able to pay for costly public projects. For that reason, they are often given special treatment in state financial assistance programs. A similar approach has been adopted for the Remedial Action Grants Program, where local governments in economically disadvantaged areas may be eligible for larger grants.

Economically disadvantaged areas are identified as:

A county or any jurisdiction within the county where the most recent Office of Financial Management and Employment Security data indicate that:

- a. The county ranks in the bottom 20 statewide in per capita income; and
- b. The county is ranked “economically distressed” as defined by the law for Community Revitalization Team -- Assistance to Distressed Areas (Chapter 43.165 RCW) and computed by the Employment Security Department. To

receive designation, a county must have had an unemployment rate 20 percent above the statewide average for the previous three years.

The Solid Waste and Financial Assistance Program updates the list every two years. The following counties are deemed disadvantaged based on current data.

Ferry	Mason
Franklin	Okanogan
Grant	Pacific
Grays Harbor	Pend Oreille
Kittitas	Skamania
Klickitat	Stevens
Lewis	Yakima

Securing and Managing Contracted Services

Using In-house Staff

Ecology strongly suggests using in-house staff to perform some remedial action grant project work, particularly site hazard assessments. Many health departments/districts have some sampling and research expertise already on staff. Grant monies from this program can be used to hire such staff.

The purpose of a site hazard assessment grant is to provide funding for local staff to allow them to address the most significant suspected local hazardous waste sites. If local governments do the work in-house, they would not need to hire an outside consultant to perform the grant scope of work and they can save money as well as the time needed to go through the procurement process.

Contracting Out

Many remedial action efforts require contracting out for services because of the complex, large scale, and specialized nature of the work. If you decide to contract out for remedial action services, you can help ensure you get the right consultant by asking questions and checking references about both the company and its staff members who would be working on the project. Also, ask about any subcontractors the consultant may propose to hire and how they will be used on the project.

The firm you select must demonstrate not only that it is capable, but that it will have qualified staff available during your project's time period.

Start by compiling any readily available information about the site. Include potential sources of contamination and company records on hazardous substances used or stored at the site. Prepare a brief written description of the historical use of the site, current use, and the work you think needs to be done.

Questions to Ask

These sample questions can help you in choosing a contractor:

- 1) What is your firm's experience in performing this specific work and the subsequent work it might lead to? Request a list of similar completed projects, with references.
- 2) Which portions of the work will the company subcontract? Are subcontractor activities competitively bid? Ask for names of subcontractors and check their experience.
- 3) What is your firm's experience working with and satisfying regulatory agency requirements? Request a list of completed projects, with references.
- 4) Does the firm's estimates of the time required to complete the work include time for agency review and approval?
- 5) Which staff will be assigned to my project? Ask for current résumés. Ask the firm to specify staff roles. Request references, at least for the project manager.
- 6) Will the assigned staff be available over the life of the project? Ask if the firm will provide additional staff if needed to get the job done.
- 7) Is the firm's field staff trained in safety procedures as required by the Washington Industrial Safety and Health Administration (WISHA)?
- 8) How do you propose to plan in the most cost-effective manner so that all short term work will complement any potential long-term work? Ask the firm to prepare a proposal for the work to be conducted, a detailed cost estimate for the work proposed, and a "ball park" estimate for subsequent work required.
- 9) Do the firm and its subcontractors have environmental liability insurance for this project? Should they?

10) How will the investigation work affect activities at the site: e.g. employee work schedules, customer and neighbor relations? Ask the firm to briefly describe their recommended approach to the work.

Engineering Services

It is not legal in Washington to select engineering or architectural services on the basis of price or low bid. When procuring these services, government agencies must first choose the best qualified firm and then negotiate the price. (Contracts for Architectural and Engineering Services, Chapter 39.80 RCW).

To choose the best qualified firm, you may use a Request for Qualifications (RFQ) solicitation. After selecting the best qualified firm or firms on the basis of technical competence, organization strength, or other characteristics, you then negotiate a price for the services in the scope of work contained in the consent decree or enforcement order. If you cannot come to terms with the first choice contractor, you are then free to negotiate with the second choice or second most qualified firm, then the third, and so on, until you can reach an agreement.

It's a good idea to use a "hands-on" approach, such as a staff member assigned as a project manager, to oversee the consultant's work. Ask to have reports and contracts explained in everyday language. Make sure all work follows a detailed work plan subject to your review and approval.

Managing Costs

The project manager must seek to keep costs within bounds. Escalating costs do not obligate the Department of Ecology to increase grant amounts and Ecology reserves the right to reject costs as excessive. There are two methods consultants generally use to charge for work performed. The method you choose depends on the type and scope of your project.

Cost Reimbursement

The most common type of contract consultants use is the “cost plus fixed fee” contract. You will be charged for salaries and expenses plus a fixed fee to be determined by you and the consultant. This method works well for projects where the scope of work is unclear, extensive investigation is needed, or experimental processes are used.

Fixed Price

You will be charged a firm sum for the entire project. This method is generally used for small projects or when the scope of work can clearly be defined.

Whichever method is used, be sure you set up clear, specific criteria by which to evaluate and compare estimates.

Some strategies which project managers may consider are:

1. Check with other clients of the consultant you are considering hiring to evaluate actual performance relative to actual cost.
2. Minimize layers of management staff involved in consultant work. Make sure contracts focus on technical work your staff cannot do, rather than on administrative, coordinating, and public participation work that they can do more cheaply.
3. On construction contracts, local governments are required to put projects out to bid and select the low bidder. It may be wise to split remedial action work into design phases and drilling or construction phases. This way you can avoid paying the design consultant to oversee and subcontract for the construction phase, which adds overhead costs.
4. When sufficient technical information has been gathered, proceed to negotiate the cleanup settlement rather than pursuing further costly investigations.

Minority and Women-Owned Business Requirements

All contracts entered into by the local government receiving the grant must adhere to the special terms and conditions of the grant contract regarding minority- and women-owned business participation. This means including qualified minority and women's businesses on solicitation lists. It also involves dividing the total requirements of the scope of work into smaller tasks or quantities to permit maximum participation by qualified minority- and women-owned businesses. If you enter into a contract that ignores these provisions, Ecology will not be able to reimburse your costs under that contract.

Procurement Process

A general outline of legal requirements for the procurement process is found in Appendix 2.

Amendments and Grant Administration

Amendments

A grant may be amended to change tasks, change schedules, or redistribute funds within tasks. If a change is needed, you should notify the grant project officer, in writing, of the required change. Once the change has been agreed to, the formal amendment process can begin.

Performance Monitoring

As a government agency, Ecology is accountable for the proper use of all grant funds. Performance monitoring is Ecology's on-going review process of your performance to ensure accountability.

The objectives of performance monitoring are to determine if you are:

- Carrying out the scope of work described in the executed agreement.
- Administering the program in an effective and timely manner in accordance with the schedule and budget in the executed agreement.
- Complying with the Special and General Terms and Conditions of the grant agreement, as well as the Administrative Requirements for Ecology Grants and Loans and the Remedial Action Grants regulation.

To accomplish this, the grant project officer reviews your progress reports, and draft and final grant-related documents. The grant project officer may also conduct on-site inspections.

Progress Reports

You must submit a progress report with each payment request; Ecology will not process a payment request without a progress report. At a minimum, a progress report

must be submitted each quarter; the report must be submitted even if there is no project activity or payment requests.

The grant project officer reviews the progress reports to learn how the activities are proceeding, reasons for any delays and/or cost overruns, and any other pertinent information.

You must submit a final progress report before Ecology can make the final payment on your grant. The final report is due 45 days after the expiration date of the grant agreement.

In addition to these scheduled reports, you should notify the grant project officer when any significant problems occur, or any changes in project staff or contractors.

Final Performance Evaluation

Ecology will close out the grant when it determines all applicable grant requirements have been met or the project has been terminated. You must submit all financial requests within 45 days of the end of the agreement. The grant project officer completes a final performance evaluation within 30 days after the receipt of the final report. After this, the grant can be officially closed out.

Audits

All grants are subject to audit. After the grant project officer has forwarded a final performance evaluation to the auditor, the auditor has 15 days to determine if an audit will be performed on the grant project.

Roles and Responsibilities

The Recipient

The recipient is responsible for conducting the remedial action activity according to the guidelines set forth by the Toxics Cleanup Program. The recipient must also:

- Manage the procuring of contractors for any of the grant eligible work and make a conscientious effort to control the cost of such work, while still attaining the objectives.
- Notify the grant project officer when:
 - 1) Project scope of work changes;
 - 2) Timelines change; or
 - 3) Budget is exceeded or otherwise changes.
- Regularly submit project reports to the site manager.
- Comply with all the terms and conditions of the grant contract.

The Department Project Officer

The project officer from the Solid Waste and Financial Assistance Program will serve as the contact person for all grant-related issues from application to grant close-out, including but not limited to:

- Notifying potential recipients of the application dates and deadlines.
- Reviewing grant applications, including proposed scopes of work and budgets.
- Preparing the draft scope of work for review by the Ecology site manager and recipient.
- Negotiating the final grant scope of work and budget.

- Preparing the formal grant offer.
- Reviewing changes in the scope of work or budget; preparing grant amendments.
- Arranging for audits and grant close-out.
- Working closely with the state Department of Health on safe drinking water action grants to ensure compliance with regulations.

The address and phone number for the remedial action grants project officer is:

Steve Loftness
Solid Waste and Financial Assistance Program
Department of Ecology
PO Box 47600
Olympia, WA 98504-7600
Telephone: (360) 407-6060

The Site Manager

The site manager is the person from Ecology's Toxics Cleanup Program responsible for:

- Providing technical assistance to the recipient.
- Negotiating the work plan for the investigation.
- Initiating or reviewing and approving changes in the scope of work in response to unforeseen developments.
- Advising the grant project officer on technical adherence to the grant agreement and whether grant invoices should be paid.
- Forwarding progress reports from the recipient to the grant project officer.

Department of Health

State Department of Health staff identify sites and provide technical oversight to ensure that state regulations regarding drinking water are met.

Appendix 1

Chapter 173-322 WAC Remedial Action Grants

Appendix 2

Process for Local Government Contracts

Appendix 3

Application Forms and Instructions

APPLICATION INSTRUCTIONS FOR REMEDIAL ACTION GRANTS

PART I -- GENERAL INSTRUCTIONS

1. Applicant

- A. Name: Enter your agency's name.
- B. Department/Division: Enter the name of your department or division within the agency.
- C. County: Enter the name of the county where the site is located.
- D. Address: Enter your agency's mailing address.
- E. Tax ID Number: Enter your tax ID number. (We must have a tax ID number to write the agreement.)

2. Project Title

Enter the official name of the project. (Example: Colbert Landfill RI/FS)

3. Cost of Project

Enter the total cost of the project. Then enter the total of the costs eligible for grant funding. (Example: the costs of a landfill cleanup, minus retroactive costs)

NOTE: You can calculate these figures by completing "Part II - Budget" of the application form.

4. Total Grant Requested

Enter the total amount you are requesting for this project. This would be the grant percentage of the total eligible costs. (Example: if the total cost of a project is \$1,000,000 and the eligible costs are \$700,000 then the total you can request is 50 percent of \$700,000 or \$350,000)

5. Project Period

Enter the estimated start and end date of the project.

6. Type of Applicant

Enter your agency's classification. (Port districts are considered Special Purpose Districts)

7. Type of Grant

Enter the type of grant you are applying for. (*Note: Site Study and Remediation grants cover remedial investigations and feasibility studies, remedial designs, interim remedial measures and remedial actions.*)

8. Project Location

Enter the county, municipality (if applicable), Water Resource Inventory Area (WRIA), and legislative district where the site is located. (Refer to the map in Appendix 4, for the WRIA name and number, or call Solid Waste and Financial Assistance Program at [360] 407-6050 for the applicable name/number.)

9. Is the Project Covered By a Settlement Agreement?

Check the box for the type of settlement agreement that applies to your site.

Consent decree (Ecology) and enforcement order refer to cleanups required under the Model Toxics Control Act (Chapter 70.105D RCW) or the Hazardous Waste Cleanup Act (Chapter 70.105B RCW).

Consent decree (EPA) refers to cleanups required under the federal Resource Conservation and Recovery Act. The Department must sign or acknowledge such agreements in writing for the project to be eligible for a grant.

Agreed order refers to cleanups required under Chapter 90.48 RCW, Water Pollution Control.

10. Contact Person

Enter information for the person Ecology should contact if there are any questions about the project or this application.

11. Official or Agency to Whom Checks are to be Mailed

Enter information for the person who should receive the voucher reimbursements.

PART II -- BUDGET

Applicant's Name

Enter the name of the agency applying for the grant.

Section A -- Calculation of Ecology Grant

Enter the appropriate information for all project tasks for which you want grant funding.

SAMPLE

Item (Major Project Tasks)	Total Project Cost	Requested From Ecology	Estimated Date of Delivery or Completion
Task 1 Project Management	\$ 60,000	\$ 22,500	June 1998
Task 2 Field Work	190,000	95,000	October 1997
Task 3 Lab Analysis	40,000	20,000	December 1997

	Item (Major Project Tasks)	Total Project Cost	Requested From Ecology	Estimated Date of Delivery or Completion
Task 4	Technical Reports	75,000	35,000	March 1998
Task 5	Community Relations	28,000	10,000	June 1998
Task 6	Feasibility Study and Work Plan	42,000	20,000	May 1998
Task 7	Administration and Management (local government)	<u>60,000</u>	<u>22,500</u>	June 1998
	TOTAL	\$495,000	\$225,000	

Section B -- Budget Funding Source

Enter the information that shows where you will get the funds for the project.

PART III -- CERTIFICATION AND AGREEMENT

The application must be signed by your agency representative authorized to obligate funds. **If the application is not signed, it is not valid!**

PART IV -- NARRATIVE STATEMENT

Include all information that the grant project officer will need to draft the agreement, such as:

- Short history of the site
- Consent decree or settlement agreement
- Site's current status
- Any existing agreements with consultants that will be grant funded
- Any existing scope of work approved by Ecology
- All pertinent budget information

Attach additional sheets as necessary.

**DEPARTMENT OF ECOLOGY
SOLID WASTE AND FINANCIAL ASSISTANCE PROGRAM
APPLICATION FOR
REMEDIAL ACTION GRANT**

<p align="center">FOR ECOLOGY USE ONLY</p> <p>Application No. _____</p>
--

PART I - GENERAL INFORMATION

<p>1. APPLICANT</p> <p>a. Name: _____</p> <p>b. Department/Division: _____</p> <p>c. County: _____</p>	<p>d. Address: (Street or PO Box Number, Town/City, State and ZIP+4) _____</p> <p>e. Tax ID Number: _____</p>
---	---

2. PROJECT TITLE

<p>3. COST OF PROJECT Total: \$ _____</p> <p>Eligible: \$ _____</p>	<p>4. TOTAL GRANT REQUESTED</p> <p>\$ _____</p>
--	--

5. PROJECT PERIOD

From: _____ To: _____

6. TYPE OF APPLICANT (Check appropriate box or boxes)

State City Other (Specify) _____
 County Special Purpose District

7. TYPE OF GRANT

Site Hazard Assessment Site Study and Remediation Safe Drinking Water Action

8. PROJECT LOCATION

a. County _____ b. Municipality _____

c. Water Resource Inventory Area(s) (WRIA) Name\Number _____

d. Legislative District(s) _____

9. IS THIS PROJECT COVERED BY A SETTLEMENT AGREEMENT?

Consent Decree, Ecology Agreed Order, Ecology Other _____
 Consent Decree, EPA Enforcement Order, Ecology

Please Note: Reference and attach consent decree, enforcement order, or agreed order.

<p>10. CONTACT PERSON</p> <p>a. Name _____</p> <p>b. Title _____</p> <p>c. Address _____</p> <p>d. Telephone (Include Area Code) _____</p>	<p>11. OFFICIAL OR AGENCY TO WHOM CHECKS ARE TO BE MAILED</p> <p>a. Name _____</p> <p>b. Title _____</p> <p>c. Address _____</p> <p>d. Telephone (Include Area Code) _____</p>
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PART II -- BUDGET

APPLICANT'S NAME

SECTION A -- CALCULATION OF ECOLOGY GRANT

ITEMIZE ALL ELIGIBLE COSTS

TASK OR ITEM	TOTAL PROJECT COST	REQUESTED FROM ECOLOGY	ESTIMATED DATE OF DELIVERY OR COMPLETION
TOTALS			

SECTION B -- BUDGET FUNDING SOURCE

ESTIMATED TOTAL COST OF PROJECT:	
Contribution from other PLP's	
Remaining Eligible Cost	
REQUESTED GRANT AMOUNT:	
MATCHING FUNDS BY SOURCE:	
Cash	
General Obligation Bonds	
Insurance Settlements	
Local Improvement District (LID)	
Revenue Bonds	
Other	
TOTAL MATCHING FUNDS:	

PART III -- CERTIFICATION AND AGREEMENT

The undersigned representative certifies that the information submitted herewith is true and correct to the best of his/her knowledge and belief, and is authorized to sign and submit this application.

The applicant agrees that if a grant is awarded on the basis of this application or any revision or amendment thereof, it will comply with all applicable statutory provisions and with the applicable terms, conditions, and procedures of the Department of Ecology grant regulation and of the grant agreement.

SIGNATURE OF AUTHORIZED REPRESENTATIVE	TYPED NAME AND TITLE
DATE	PHONE NUMBER (Include Area Code)

PART IV -- NARRATIVE STATEMENT

Describe the project and indicate how the proposed action will improve the environment in the area served. Please include all information requested in the instructions.

Appendix 4

Water Resource Inventory Areas Map