



National Estuary Program (NEP) Toxics and Nutrients

Whatcom County Clean Water Best Management Practices for Agricultural Activities

Grant Application

**This NEP Toxics and Nutrients Grant Program
Application Form is available at:**

www.ecy.wa.gov/puget_sound/grants_fed_toxics.html

If you need this document in a format for the visually impaired, call the Water Quality Program at 360-407-6502. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.

APPLICATION INSTRUCTIONS

Application Resources

Important requirements and an overview of the grant program can be found in the *National Estuary Program Toxics and Nutrients Grant Program Funding Guidelines for 2012-2013*. The funding guidelines can be found at www.ecy.wa.gov/puget_sound/grants_fed_toxics.html.

Funding program overview

The goal of the National Estuary Program (NEP) *Whatcom County Clean Water Best Management Practices for Agricultural Activities Fund* is to develop a “store front” to work with landowners to install best management practices (BMPs). When installed, these BMPs are expected to significantly reduce the potential for livestock to cause pathogen and nutrient water pollution. Implementation of BMPs is also expected to provide some riparian protection and allow for natural vegetation in these areas to recover or provide conditions where restoration can occur.

The grant recipient will use funds from Ecology to install eligible BMPs on land in two Whatcom County watersheds. Eligible BMPs are defined in the Washington Departments of Health and Ecology document *Agricultural Best Management Practices Funds for the Natural Estuary Program*. This document is available on Ecology’s website at http://www.ecy.wa.gov/puget_sound/docs/NEP_Ag_BMP_Funds_Guidance_2012.pdf. Landowners needing BMPs will be referred to the grant recipient by Ecology and other staff. The grant recipient will then work with the landowner and fund eligible BMPs.

Available funding

Total funding amount: \$120,000 initially and may be increased as needed.

Maximum funding per project: \$120,000 initially and may be increased as needed.

Applicants must apply for the full funding amount.

Eligibility

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

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

Administrative, outreach and planning expenses related to promoting the Agricultural BMP Funds and installing BMP projects are eligible for cost reimbursement. Administrative reimbursement is based on the total cost of installing a BMP project. Recipients can receive up to 20% of the total BMP implementation costs per project to cover administrative and site visit expenses.

Grant recipients will implement agricultural best management practices (BMPs) to address nutrient and pathogen pollution. Eligible practices include fencing to protect waters from livestock, off-stream watering, feeding areas, manure storage and containment areas for livestock when pastures are saturated. Projects will be limited to identified focus areas of the Drayton Harbor watershed and the Nooksack River watershed. The recipient will conduct site visits during and after the construction and installation of best management practices. Landowners are eligible for up to 75% reimbursement for the costs of implementing eligible BMPs. To be eligible for cost reimbursement, all BMPs must meet the minimum eligibility requirements as defined in the Washington Departments of Health and Ecology document *Agricultural Best Management Practices Funds for the Natural Estuary Program* (This document is

available on Ecology's website at http://www.ecy.wa.gov/puget_sound/docs/NEP_Ag_BMP_Funds_Guidance_2012.pdf.

To be eligible, the project must:

- Be ready to use the funds beginning May 15, 2013.
- Complete the work by October 31, 2015.
- Track and report parcel-by-parcel all BMPs installed.
- Provide a written report to Ecology at the completion of the work summarizing the results of the project.

All NEP grants have extensive reporting and accountability requirements. Potential applicants should read and understand these requirements before applying for the grant.

Application Submittal Information

Applications must include all of the following:

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

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

U.S. Postal Mailing Address:

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

Overnight Mail or Hand Delivery Address:

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

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

Grant Funding Cycle Schedule

Application submittal deadline	April 5, 2013
Rate and rank applications	April 8-12, 2013
Award notification	April 12, 2013
Funding agreements signed	May 15, 2013



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For Ecology Use Only:

Application No. _____

1. Background Information

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

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

APPLICANT DATA:

Federal ID No.:

APPLICANT SIGNATORY: *(The person whose name is listed here must sign this application)*

Name:

Title:

Telephone Number:
Fax Number:

E-Mail Address:

Mailing Address

Agency:

Address:

City: State: Zip Code:

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

Name:

Title:

Telephone Number:
Fax Number:

E-Mail Address:

Mailing Address

Agency:

Address:

City: State: Zip Code:

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PROJECT DURATION (Note: Projects must be completed by October 31, 2015)

Estimated Start Date:

Estimated Completion Date:

2. Programmatic Capability (50 points)

Scoring Guide:

- Does the entity have experience working with landowners?
- Does the entity have experience with agricultural best management practices (BMPs)?
- Does the entity have a licensed professional engineer to oversee structural practices?
- Does the entity have experience working in Whatcom County?

In two pages or fewer, describe the applicant's capability to conduct the project.

3. Scope of Work (45 points)

Scoring Guide:

- Does the scope of work conform to the Washington Departments of Health and Ecology Publication *Agricultural Best Management Practices Funds for the Natural Estuary Program*?
- Will the tasks as described result in a high likelihood of successful installation of BMPs to protect water quality?

In two pages or fewer, describe the scope of the work the applicant will complete. Some parts of the scope are partially completed.

Task 1- Implementation of Best Management Practices:

Budget for Task 1: \$

Completion Date for Task 1:

Description:

Task 2- Project Administration/Management/Planning:

Budget for Task 2 (limited to 20% of Task 1): \$

Completion Date for Task 2:

A. The RECIPIENT will administer the project. Responsibilities will include, but not be limited to:

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maintenance of project records; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

- B. The RECIPIENT must manage the project. Efforts will include conducting, coordinating, and scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; Ecology; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT must carry out this project in accordance with any completion dates outlined in this agreement.
- C. The RECIPIENT must ensure this project is completed according to the details of this agreement. The RECIPIENT may elect to use its own forces or it may contract for professional services necessary to perform and complete project-related work.
- D. The recipient will collect and report the following information:
- List of BMPs installed.
 - Quantity of BMPs.
 - Individual BMP and total project cost information.
 - Receipts and in-kind match documentation.
 - Copy of landowner agreement to implement and maintain BMPs.
 - Participant contact information.
 - Project location information including county parcel number(s), watershed, and township, section and range of project site(s).
 - Certification that practices were installed according the eligibility guidelines.
- E.
- F.
- G.

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4. Proposed Budget (5 Points)

Scoring Guide:

- Is the budget feasible and represent a good value?

Budget examples can be found in Appendix A of *Administrative Requirements for Recipients of Ecology Grants and Loans*, "The Yellow Book," found at:

www.ecy.wa.gov/programs/wq/funding/cycles/2013/index.html. Detailed budgets can be attached and submitted with the application.

Eligible PROJECT Cost (Tasks 1 and 2) This amount represents the portion of the project costs that are grant eligible.	\$
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TOTAL Eligible Cost by Budget Object for Task 2

Salaries:	\$	
Benefits:	\$	
Indirect costs:	\$	(May include up to 25 percent of employee salaries and benefits)
Contracts:	\$	
Materials, goods, and services (list major item):	\$	
Equipment (list major items):	\$	
	\$	
	\$	
Travel:	\$	
Other (please outline):	\$	
	\$	
Total Eligible Cost (Task 2):	\$	

Describe how costs were estimated for Task 2. Explain how you calculated each budget item and why it is necessary for the project.

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5. Application Certification

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

Printed Name	Signature
Title	Date