



**CLEAN WATER INITIATIVE PROGRAM**  
**Ecosystem Restoration Grants**  
**SFY 2018 Grant Program**

Please refer to the [Application Manual](#) for information and examples to assist in responding to questions. Only one project per application. An applicant may submit multiple individual applications.

**I. Grant Applicant Information**

1. Project Title:		
2. Watershed Project Database ID Number(s):		
3a. Project Location Town:		
3b. Project Location Watershed:		
4. Project Type:		
5. Is this proposal the next phase of a previously awarded Ecosystem Restoration Grant?		
6. Organization Name:		
7a. Organization Mailing Address:		
7b. Town:	7c. State:	7d. Zip Code:
8a. Person as point of contact:		8b. Title:
8c. Phone:	8d. Email:	
9. Type of Organization:		

**II. Project Eligibility Checklist** *(Page 12 of Application Manual)*

Complete the following project eligibility checklist which screens for project readiness and support. **Bolded items are required to be checked 'yes' in order to be eligible for funding. *If required items are not checked, application will be considered incomplete and not evaluated further.***

**1. Meets Goal of Grant Program**

a. This project is designed to improve or protect water quality from runoff and erosion in order to reduce nutrient and sediment pollution. **Yes** **No**

**2. Screening for Required Project Support**

a. The project has been discussed with a DEC Basin Planner and has been given a Watershed Projects Database number. **Yes** **No**

b. This project has the required municipal and/or landowner(s) support. **Yes** **No**

c. Signed letter of municipal and/or landowner support is attached. **Attach File**

**3. Screening for natural resource or permit conflicts**

a. ANR Atlas map is attached with the appropriate layers to indicate potential for conflicts (e.g. wetlands, river corridors, Act 250) using the [Ecosystem Restoration Grant Screening](#) theme layer in the ANR Atlas **Yes** **No**

**4. Timeframe of Project Start and Completion**

a. The project's anticipated start date is within three months of the signing of the grant contract. **Yes** **No**

b. The project will be completed within one to two years of the signing of the grant contract. **Yes** **No**



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**5. Operation and Maintenance Commitment**

- |   |            |           |
|---|------------|-----------|
| a. This proposal identifies the party responsible for the operation and maintenance of the project. | <b>Yes</b> | <b>No</b> |
| b. Attach a signed letter of commitment for the operation and maintenance of this project.          | <b>Yes</b> | <b>No</b> |

**This is required for implementation/construction (Step 3) projects and recommended for preliminary design (Step 1 projects) and final design projects (Step 2 projects). Final operation and maintenance plans must be approved by DEC and may require future reporting requirements.**

**6. Risk Assessment Questionnaire**

- |   |                    |           |
|---|--------------------|-----------|
| a. My organization has completed a Risk Assessment Questionnaire in the last 12 months.               | <b>Yes</b>         | <b>No</b> |
| b. If <i>no</i> , complete and attach to this application the Risk Assessment Questionnaire available | <b>Attach file</b> |           |

**III. Project Summary (Page 13 of Application Manual) 700 word max. Scoring: Worth 45/100 points**

**1. Provide a detailed description of your project. Include (a) source or cause of the water quality problem being addressed, (b) the water quality improvement project or control action being proposed and (c) why this project is important in terms of magnitude of nutrient and/or sediment reduction and should be awarded a grant.**

**IV. Grant Milestones (Page 14 of Application Manual)**

1. Project-specific milestones are detailed in the [Appendix 3 \(Standardized Milestones/Deliverables\)](#). Insert the milestones and deliverables that correspond to the project type selected on the cover page, Section I.4. Applicant must include all required milestones and deliverables in Appendix 3 and may include additional measures.

Project Type	Milestone	Deliverable



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**V. Grant Performance Measures** *(Page 14 of Application Manual)*

Choose the appropriate performance measures based on your project type and fill in the quantitative value below. Required performance measures are listed by project type in [Appendix 2 \(Project Types, Definitions and Performance Measures\)](#).

Performance Measure 1:	
Quantitative Value:	Cost/Unit:
Performance Measure 2:	
Quantitative Value:	Cost/Unit:
Optional Performance Measure 3:	
Quantitative Value:	Cost/Unit:

**VI. Budget** *(Page 15 of Application Manual). Scoring: Worth 25/100 points for budget. 15/100 points for match.*

Provide an itemized budget of the project that includes all costs necessary to complete the project. Any work to be contracted to a third party/project partner should be included in the “contractual” line item, while the “construction” line item should be used for contracted construction work. Provide any additional budget detail for amounts in the contractual or construction lines as an attachment.

Budget template must be used. Full details must be included for each category. Lack of detail or clarity of budget will negatively impact project ranking.

Payments will be made on cost of services provided. Invoices must indicate costs based on budget categories and can be submitted at any time during the contract for reimbursement.

All costs listed in the budget (including all hourly rates, numbers of hours anticipated, descriptions of supplies, match, etc.) **must** be fully explained as detailed in the [Application Manual](#). Insufficient narrative will negatively impact scoring.

**VII. Past Performance** *(Page 18 of Application Manual). Scoring: Worth 15/100 points*

Briefly describe other water quality improvement projects that your organization performed within the last five years. Describe whether the project was successful, resulted in further implementation (if an identification or design project), and how you documented success. Describe your past performance in meeting reporting requirements, grant deliverables and grant timelines.

**VIII. Additional Materials**

Attach any additional materials that support your application and that have not been addressed in previous sections. Applicants are strongly encouraged to submit letters of support for projects. Attach additional materials as pdfs