

Attachment D

Other Grant Agreement Provisions for Block Grants

- 1. Performance Reporting:** The required final performance report template for this agreement will be provided by DEC and may include the following:
 - a.** Batch Import File (BIF) for block grants- This template provides the minimum amount of information needed to enter projects into the Watershed Projects Database (WPD). It prevents both the grantee and DEC from having to enter projects one by one. Indicate on the form which projects are planned under this grant.
 - b.** Final Reporting Template for Multiple Projects- This template provides a means to report multiple project outcomes (performance measures) in one place. It also provides a final BMP reporting template for those projects types that require further information to be able to report nutrient reductions. This excel file replaces the Final Performance Report and BMP reporting PDF forms which only allow entry of one project at a time. This should be submitted as a final deliverable.
- 2. Required Deliverable for Project Identification:** As stated in the grant agreement's table of deliverables, all scoping grants involving project identification and prioritization are required to complete a table listing each project identified. Contact your grant manager for the table template. The table will be used to incorporate projects identified and prioritized into Vermont Tactical Basin Plan Implementation Tables.
- 3. Required Deliverable for Outreach Activities:** As stated in the grant agreement's table of deliverables, all grants involving outreach activities (workshops, trainings, and public/stakeholder meetings) are required to complete the Clean Water Outreach Efforts nFORM within one week of each event taking place. This online form and corresponding instructions are available at: <http://dec.vermont.gov/water-investment/cwi/grants/resources>.
- 4. Ecosystem Restoration Design Terminology and Guidance Document:** If your project is considered to be a design project please use the Ecosystem Restoration Design Terminology and Guidance Document (available at: <http://dec.vermont.gov/sites/dec/files/documents/ERPDesignTerminologyandGuidance.pdf>) as a reference for definitions of design completion levels and expected deliverables.
- 5. Match Documentation:** If the project requires match, all match must be documented and reported using the Form 430-M (<http://dec.vermont.gov/sites/dec/files/aid/Finance/Form430-M.xlsx>) and should be submitted at the close of the project with the final invoice.
- 6. Clean Water Project Signs Tracking and Reporting:** The State of Vermont Legislature directed Vermont state agencies to post signs that identify clean water projects funded by the State of Vermont (Act 84 of 2017, Section 35a). If stated in the grant agreement's milestone and deliverables table, the grantee is required to post and take a photo of the Clean Water Project sign in front of their project during construction. Instructions and guidelines for posting clean water signs are available at: https://dec.vermont.gov/sites/dec/files/DEC-CWIP_CleanWaterProjectSignsGuidance_FINAL.pdf.