

Vermont Department of Environmental Conservation (DEC) Clean Water Initiative Program (CWIP) Guidelines for Clean Water Project Signs (Distribution, Posting, and Tracking)

Background and Requirements

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](#)). To comply with the legislative directive, the Clean Water Fund Board approved the [Implementation Plan for the Use of Signage to Identify Clean Water Projects Funded by the State of Vermont](#) (the “Implementation Plan”) on September 5, 2017. Signs must be posted in a manner consistent with the Implementation Plan, including the following considerations and requirements:

1. Signs should only be posted at publicly visible project implementation sites;
2. Signs should be posted during project construction if the duration of project construction is at least two weeks, or if duration of construction is less than two weeks, but the value of the project warrants signage; and
3. Signs cannot be posted in areas that may cause traffic hazards and signs must be located outside road right-of-way.

Roles and Responsibilities

Regional Planning Commission (RPC) Role as “Host Site”: Per State of Vermont Agreement 2018-TBP-001, each RPC will serve as a host site for the clean water project signs that will be available for installation by CWIP grantees for the construction phase of CWIP-funded projects. RPCs will be responsible for storing and keeping track of the signs, per the Implementation Plan and these Guidelines, using the [Clean Water Project Signs Online Tracking Spreadsheet](#). RPC offices and contact information available at: <https://www.vapda.org/>.

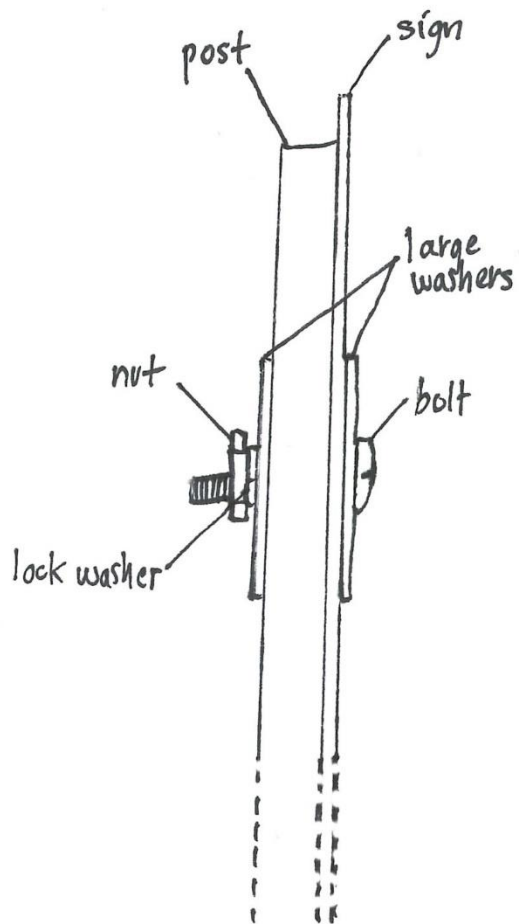
Grantee Role: Grant recipients implementing state-funded clean water projects that meet the threshold criteria for project signs, described in the Implementation Plan, will be responsible for picking up signs from their local RPC, posting the sign at the project site during the construction phase, and returning the sign to the RPC within two weeks following construction clean of mud and dirt.

Instructions

1. RPCs make signs available at their offices for grantee pick-up.
2. Grantees implementing state-funded clean water projects pick-up signs from their local RPC.
3. RPCs record the distribution of signs to grantees using the “Distribution to Grantees” tab of the [Clean Water Project Signs Online Tracking Spreadsheet](#) by sign ID number and record the RPC host site, grantee organization, grant number, project title, site location, date acquired, and anticipated return date.
4. Grantee posts sign at project site throughout construction.
5. Grantee returns sign (clean with no mud and dirt) to the RPC host site within two weeks of completing construction.
6. RPCs record the grantee’s return of the sign by sign ID number with the actual date returned under the “Distribution to Grantees” tab of the [Clean Water Project Signs Online Tracking Spreadsheet](#).

Grantees should contact their DEC technical project manager with questions about whether a sign should be posted during construction at their project site. Contact Alli Compagna at allison.compagna@vermont.gov or 802-490-6124 with general questions on clean water project signs.

Assembly Diagram



Sign Hardware

- 4 large washers (3/16" x 1")
- 2 bolts/machine screws (10-24 x 1")
- 2 hex machine screw nuts (10-24 x 3/8" x 1/8")
- 2 lock washers