



## Grant Application

Please refer to the [Application Manual](#) for instructions for how to complete and submit this application. Ensure that you are using the most current version of the grant materials on the [Clean Water Initiative website](#).

### I. Cover Page

<b>Project Information</b>		
1. Project Title:		
2. Watershed Project Database ID Number:		
3. Project Location Town:		
4. Project Location Watershed:		
5. Center point of project Latitude and Longitude (if applicable): _____ N _____ W		
6. Project Type:		
7. Project Phase:		
7a. Is this proposal the next phase of a previously awarded Ecosystem Restoration Grant? <b>Yes</b> <b>No</b>		
7b. If yes, provide grant number:		
<b>Application Information</b>		
8a. Organization Name:		
8b. Organization Mailing Address:		
8c. Town:	8d. State:	8e. Zip Code:
9a. Name of point of contact:		9b. Title:
9c. Phone:	9d. Email:	
10. Type of Organization:		
<b>Project Funding and Cost</b> <i>(The following must match the Budget Worksheet)</i>		
9a. Total project cost: \$	9b. Funding requested (Must be greater than \$20,000): \$	
9c. Match provided: \$		
<b>Project visibility</b> <i>(For Implementation/construction projects only)</i>		
10. If this is an implementation project, is this project visible to the public? Specifically, is there pedestrian or vehicular traffic that will pass by this location?		<b>Yes</b> <b>No</b> <b>N/A</b>



## II. Project Eligibility Checklist

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 and the required information is not attached, the application will be considered incomplete.***

<b>1. Meets Goal of Grant Program</b>		
a. This project is designed to improve or protect water quality from runoff and erosion in order to reduce nutrient and sediment pollution.	<b>Yes</b>	<b>No</b>
<b>2. Screening for natural resource or permit impacts</b>		
a. ANR expects that applicants make every opportunity to avoid impacts to natural resources. The application includes an ANR Atlas map to indicate potential impacts using the <a href="#">Ecosystem Restoration Grant Screening</a> theme layer. The application explains any potential impacts and the outcome of the project assessment by the relevant state resource program.	<b>Yes</b>	<b>No</b>
b. If the project is located in a floodplain or river corridor, within a wetland or wetland buffer, or Lake Shoreland, it has been reviewed and approved by applicable DEC Program Staff. <b>Staff name:</b>	<b>Yes</b>	<b>N/A</b>
<b>3. Timeframe of Project Start and Completion</b>		
a. The project's anticipated start date is within three months of the signing of the grant agreement.	<b>Yes</b>	<b>No</b>
b. The project will be completed within one to two years of the signing of the grant agreement.	<b>Yes</b>	<b>No</b>
c. Anticipated number of months to complete the project:		
<b>4. Risk Assessment Questionnaire</b>		
a. My organization has completed a Risk Assessment Questionnaire.	<b>Yes</b>	<b>No</b>
b. If <b>no</b> , complete and attach to this application the Risk Assessment Questionnaire <a href="#">here</a> .	<b>Attach file</b>	
<i>The following eligibility requirements are for Design and Implementation Projects only.</i>		
<b>5. Screening for required project support and readiness</b>		
a. This project has the required municipal and/or landowner(s) support.	<b>Yes</b>	<b>N/A</b>
b. Signed letter of municipal and/or landowner support is attached.	<b>Yes</b>	<b>N/A</b>
c. Does this project require an individual permit related to Natural Resources (wetlands, Lake Shoreland or Floodplain development). <i>(Implementation projects only)</i>	<b>Yes</b> <b>No</b> <b>N/A</b>	
<b>6. Operation and Maintenance Commitment</b>		
a. This proposal identifies the party responsible for the long-term operation and maintenance for the life of the project (minimum of 10 years).	<b>Yes</b>	<b>No</b>
b. Attach a signed letter of commitment that identifies the party responsible for the operation and maintenance of this project for life of the project (minimum 10 years). <i>(Implementation Projects Only)</i> .	<b>Yes</b>	<b>No</b>



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**7. Other Funding Sources**

a. If this is a **Road, Equipment or Agriculture** related project, to which funding sources have you applied?

If you were denied, specify the reason(s):

**III. Project Summary** - *(Page 12 of Application Manual). Maximum – 1000 words)*

Provide a clear and detailed description of your project using the questions below. Inadequate responses to these questions could hinder the proposal evaluation process.

**Executive Summary** : Please provide a brief description of the project. Include a description of the project location, the anticipated project outcome (what the project will accomplish) and the problem addressed by this project. (15%)



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**Water quality benefits:** Why is this project important in terms of magnitude of nutrient or sediment reduction? Is there an immediate need for this project? Why do you consider this project a high priority? If possible, please quantify nutrient and sediment pollutant reduction potential. (30%)

**Scope of work (How):** Describe the steps you plan to take to complete this project (5%)



#### IV. Grant Milestones

Milestones and deliverables are standardized by project type in [Appendix 3 \(Standardized Milestones/Deliverables\)](#). Deviations from standard milestones and deliverables must be reviewed and approved by the Clean Water Initiative Program and may delay finalizing a grant agreement.

Please review the milestones and deliverables associated with this project type. Do you accept the standard milestones and deliverables that will be assigned to your project? If no, please attach proposed modifications to the Milestones and Deliverables table for this project type. **Yes No**

#### V. Grant Performance Measures

**Performance measures are standardized by project type in [Appendix 2 \(Project Types, Definitions and Performance Measures\)](#).** Choose the appropriate performance measures based on your project type according to Appendix 2 and fill in the quantitative value that will be achieved by this project. (e.g. Measure: Acres of impervious surface treated, Value: 2.5 acres)

Performance Measure 1: Quantitative Value: \_\_\_\_\_  
 Performance Measure 2: Quantitative Value: \_\_\_\_\_

#### VI. Budget

Provide an itemized budget of the project using the most recent Ecosystem Restoration Grant Budget Template, from the Clean Water Initiative Program Grant [website](#). Note the following:

- Use the budget template to indicate project costs, match provided and amount requested for each item associated with this project.
- All costs listed in the budget including all hourly rates, numbers of hours anticipated, description of supplies, match, etc., must be fully explained as detailed in the application manual.
- Please attach all itemized quotes received from contractors or consultants and other documents that support your budget.
- If your budget includes an indirect cost rate of 10% or greater, a negotiated indirect cost rate agreement (NICRA, or approved state entity such as VTrans) must be attached.
- Provide clarification on budget line items, if necessary, using the budget template "Notes" box, or in a separate attachment.
- The budget will be evaluated based on clarity, completeness, and cost-effectiveness.



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## VII. Additional Materials

For information on application submittal, see the “Application Submittal” section. Attach any additional materials that support your application and that have not been addressed in previous sections, including to the following:

### **All Projects:**

- Budget quotes from consultants or construction companies and budget narrative, if applicable;
- Natural Resource Impacts Location map;
- Letter(s) of support for projects from land owners.
- Photo(s) of problem areas at the site
- Up-to-Date Risk Assessment Questionnaire and Up-to-Date Certificate of Good Standing (Up-to-Date means signed within one year of submission date).

### **Preliminary Design projects**

- Include information that was used to identify this project (e.g., an assessment, inventory or plan);

### **Final Design**

- Preliminary designs or plan(s)
- Letter(s) of support for long-term operation and maintenance from responsible party

### **Implementation Projects**

- Final design of project
- Letter of commitment signed by operation and maintenance responsible party
- Correspondence from applicable DEC programs indicating a permit is or is not needed.
- Any relevant local, state or federal permit authorizations.
- Stormwater final design and implementation projects
- PDF of the Stormwater Treatment Practice Calculator ([STP calculator](#)) report for each treatment practice that will be implemented