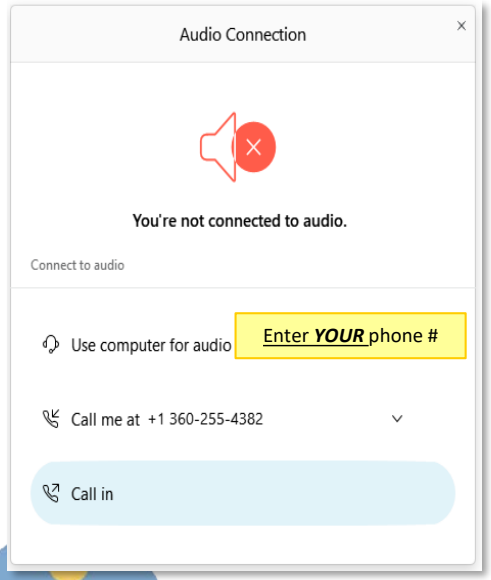
Welcome to Ecology's Water Quality Funding Applicant Training
Today's Session will be Recorded.

Technical Problems?

Can't hear the Panelists?
Try an alternate audio connection.

1) Move your cursor to the bottom of the Web-Ex and select the icon. If you don't see the phone icon, click the to reveal additional icons.

2) Next, choose an audio option

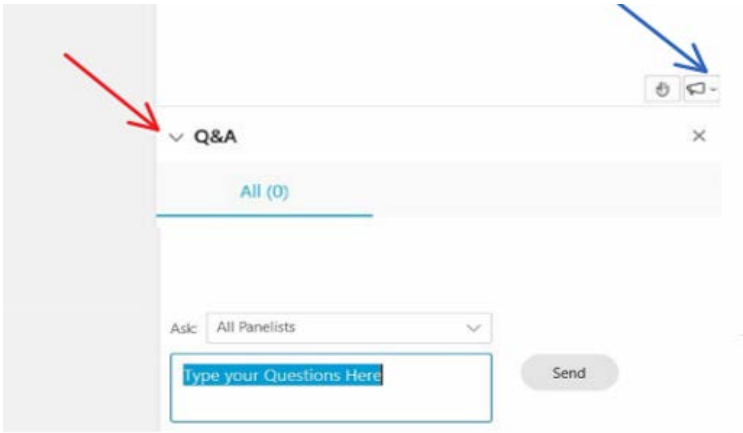


A. **Use computer for audio**
B. **Call me at (enter your phone number)**
   - WebEx calls you. You listen through your phone
C. **Call in using your phone. There may be several different numbers that you can try.**

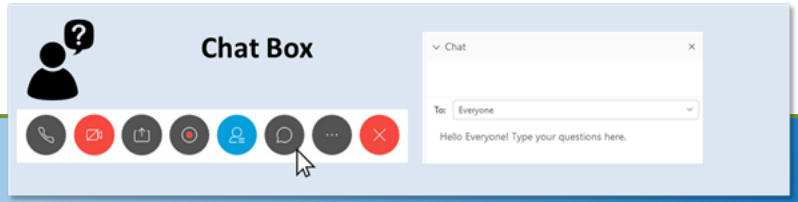
Questions for the Panelists?

To ask a question about the presentation, use the Q&A Box located in the lower right portion of your Web-Ex window.

Use the to provide feedback to the panelists.



To communicate with the Web-Ex meeting host, open and use the Chat Box.



SFY22 Combined Funding Program Application Workshop Stormwater Projects

Jessica Schwing
Stormwater Funding Program Coordinator

Today's Agenda:

9:00 Welcome

9:05 WQC Funding Programs Overview – Daniel Thompson

- Funding Sources
- Eligible Applicants and Projects
- Funding Available

9:45 EAGL Overview Eliza Keeley-Arnold

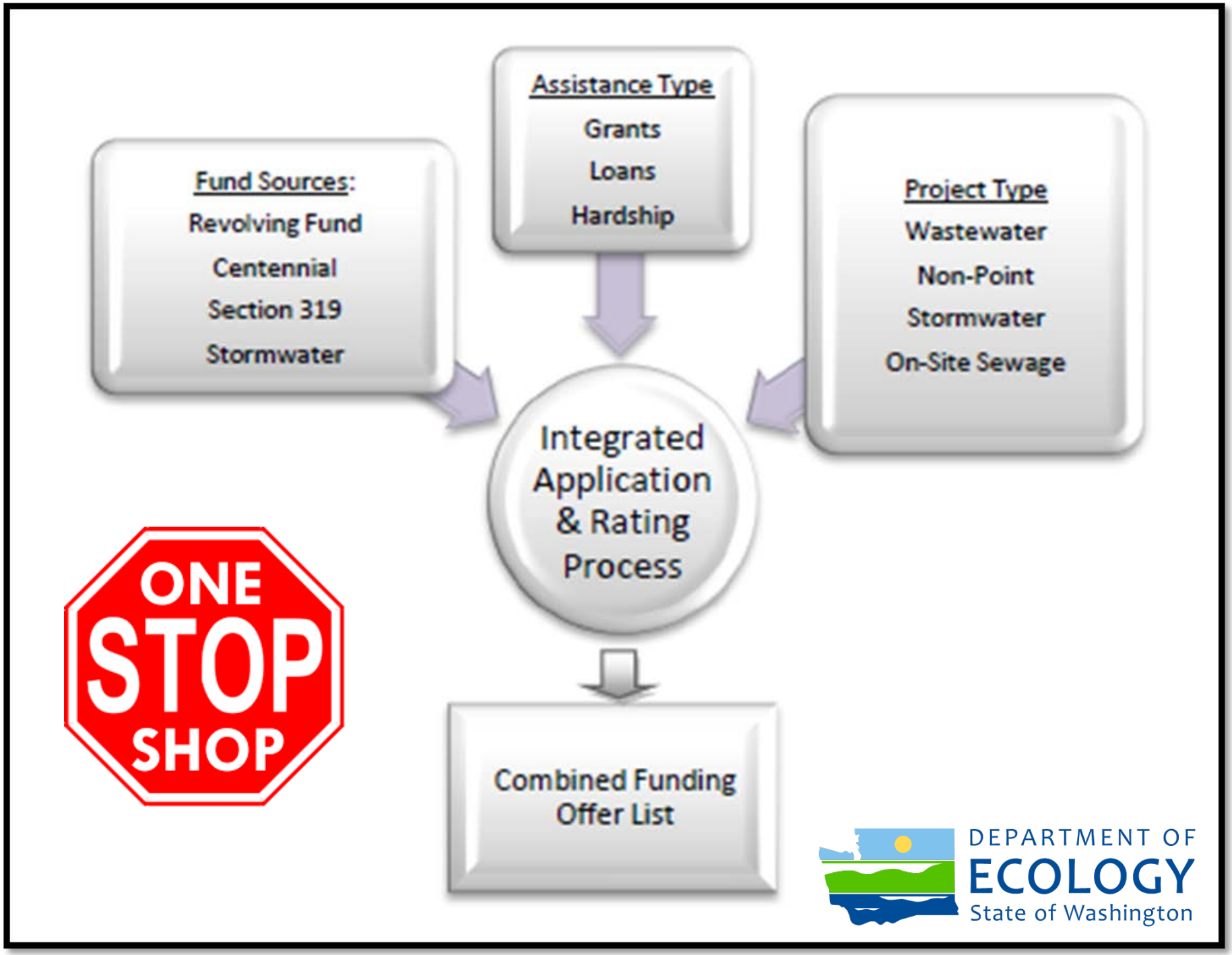
- Registering and Applying Through EAGL
- Managing Roles
- Mapping Information Form

10:20 Break!

10:30 Stormwater Project Applications

- Stormwater Project Overview
- Writing a Successful Application

Stormwater Overview


Assistance Type
Grants
Loans
Hardship
Fund Sources:
Revolving Fund
Centennial
Section 319
Stormwater
Project Type
Wastewater
Non-Point
Stormwater
On-Site Sewage
Integrated Application & Rating Process
ONE STOP SHOP
Combined Funding Offer List
DEPARTMENT OF ECOLOGY
State of Washington

Funding Types that Support Stormwater Projects

	CWSRF	SFAP	Centennial	Section 319
Nonpoint activity	X	X (urban runoff only)	X	X
Onsite sewage systems	X		X	
Stormwater activity	X	X	X	
Stormwater facility	X	X (retrofit only)		
Wastewater facility	X		X (hardship only)	

Who is Eligible?

	CWSRF	SFAP	Centennial	Section 319
Conservation districts	X		X	X
Counties, cities/towns	X	X	X	X
Federally recognized tribes	X		X	X
Institutions of higher education[5]	X		X	X
Irrigation districts	X		X	X
Local health jurisdictions	X		X	X
Not-for-profit organizations[6]				X
Port districts	X	X	X	X
Quasi-municipal corporations	X		X	X
Sewer districts	X		X	X

Stormwater Project Types

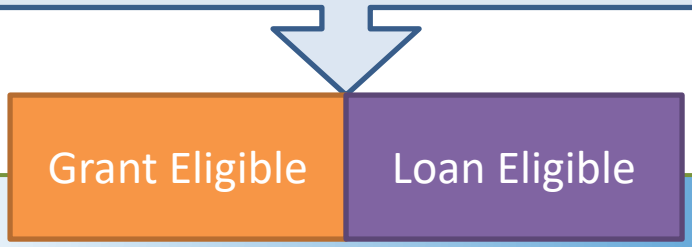
Projects that manage run-off generated by urban surfaces.

- Stormwater Facility Projects
  - Planning
  - Design
  - Construction
- Stormwater Activity Projects
  - Enhanced Maintenance
  - Source Control Programs

STORMWATER FACILITY PROJECTS

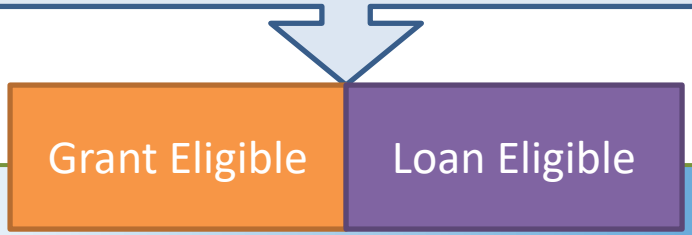
Planning and prioritizing stormwater projects to achieve water quality goals

- Mapping existing infrastructure including stormwater-sheds/catchments
- Mapping outfalls, discharge points, UICs
- Establishing local water quality improvement priorities
- Assembling GIS Layers to assist in the decision-making process
- Stakeholder engagement
- Preparing project lists and conceptual designs



Design or construction of facilities to treat or provide flow control from existing development

- All projects must be reviewed by Ecology Engineers
- Must be designed in accordance with an Ecology-approved manual, approved via the TAPE program, or be approved by an Ecology Engineer (industrial BMPs)
- BMPs on private property require the municipality to take responsibility for the maintenance and operation
- Land acquisition is conditionally eligible (Section 2.3.4)
- NEW! Stormwater BMPs installed as part Community Based-Public-Private Partnership



Design or construction of facilities to treat or provide flow control from new or re-development or to convey stormwater

- Must be reviewed by Ecology engineers to ensure consistency with an Ecology-approved design
- Must provide a water quality benefit

Examples:
Increasing the size of a stormwater pipe

Creating a new parking lot using pervious pavement

Loan Eligible

Subhead or speaker

STORMWATER ACTIVITY PROJECTS

Development of New Source Control Programs

Development of outreach materials, data management systems, and staff training programs

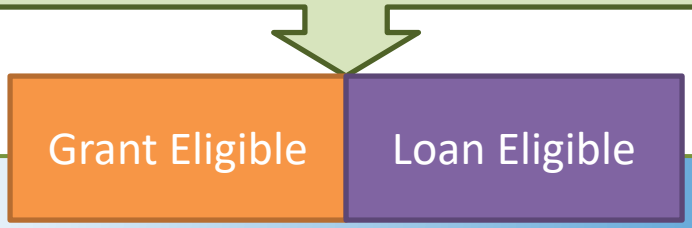
Examples projects:

- New local business inspection programs
- Developing inspection program for private BMPs

Grant Eligible | Loan Eligible

Development of Enhanced Maintenance Programs

- Two steps – Planning & Implementation
- The Ecology-approved plan-
  - Will assist you in developing applications for future funding
  - Is required prior to receiving funding for equipment or facilities needed to implement the plan

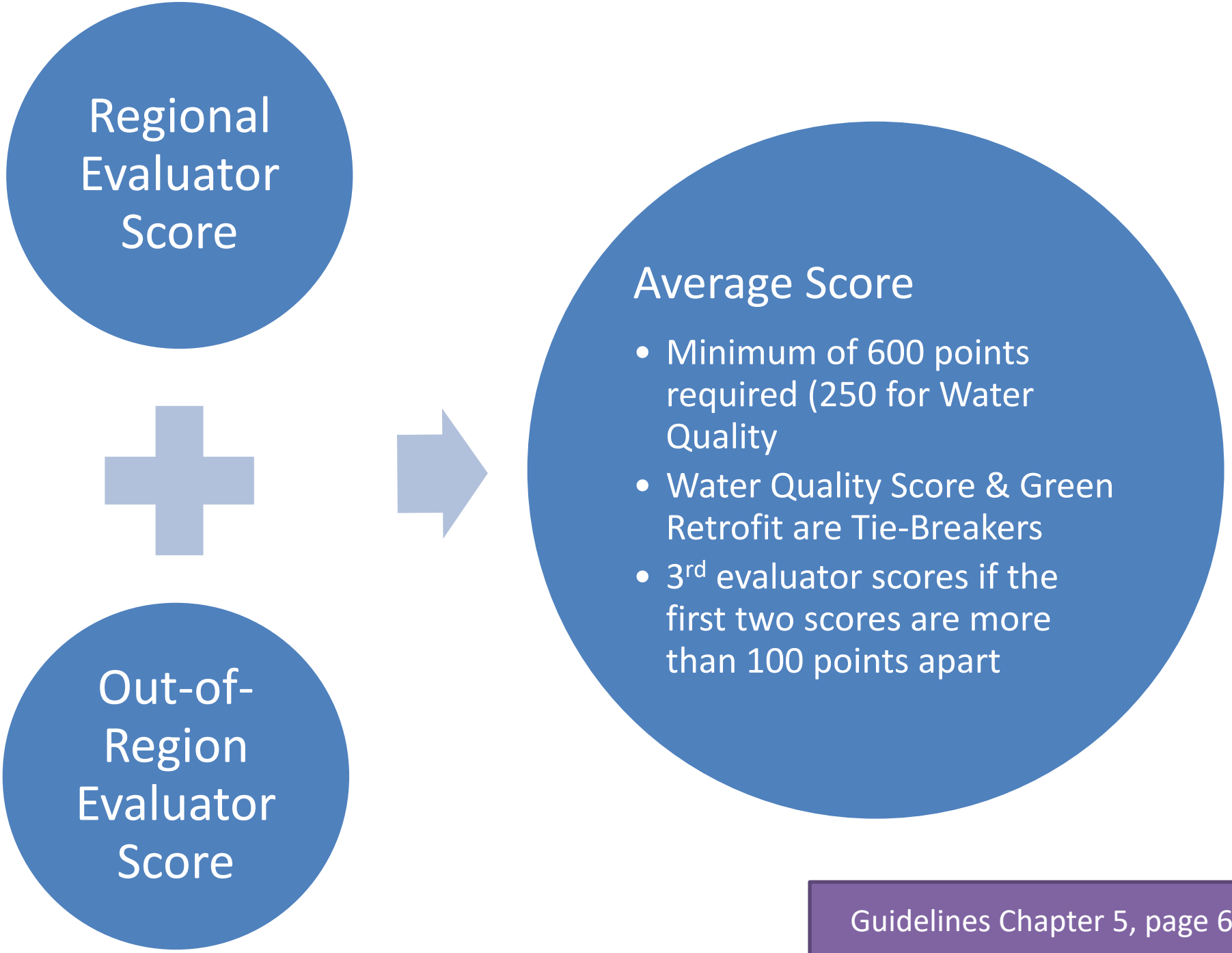


Writing a Successful Application

Goals for Today

- Prevent last-minute administrative challenges with EAGL
- Minimize the amount of time you spend looking for data that won't influence your score
- Provide evaluators with the information they need without burying them in verbiage and documents

THE RATING AND RANKING PROCESS



Guidelines Chapter 5, page 68

Project Feasibility

"How will this work be done?"
" Is Ecology confident this can be constructed?"

Scope/Team
75/65

Planning
Understand your watershed, project, and community
60

Schedule
100

450 points total

Budget/Match
135/15

Water Quality and Public Health Improvements

Water Quality
500

"Assuming the applicant can build it, will water quality improve?"

" How much, for how long?"

Guidelines Chapter 5, page 68

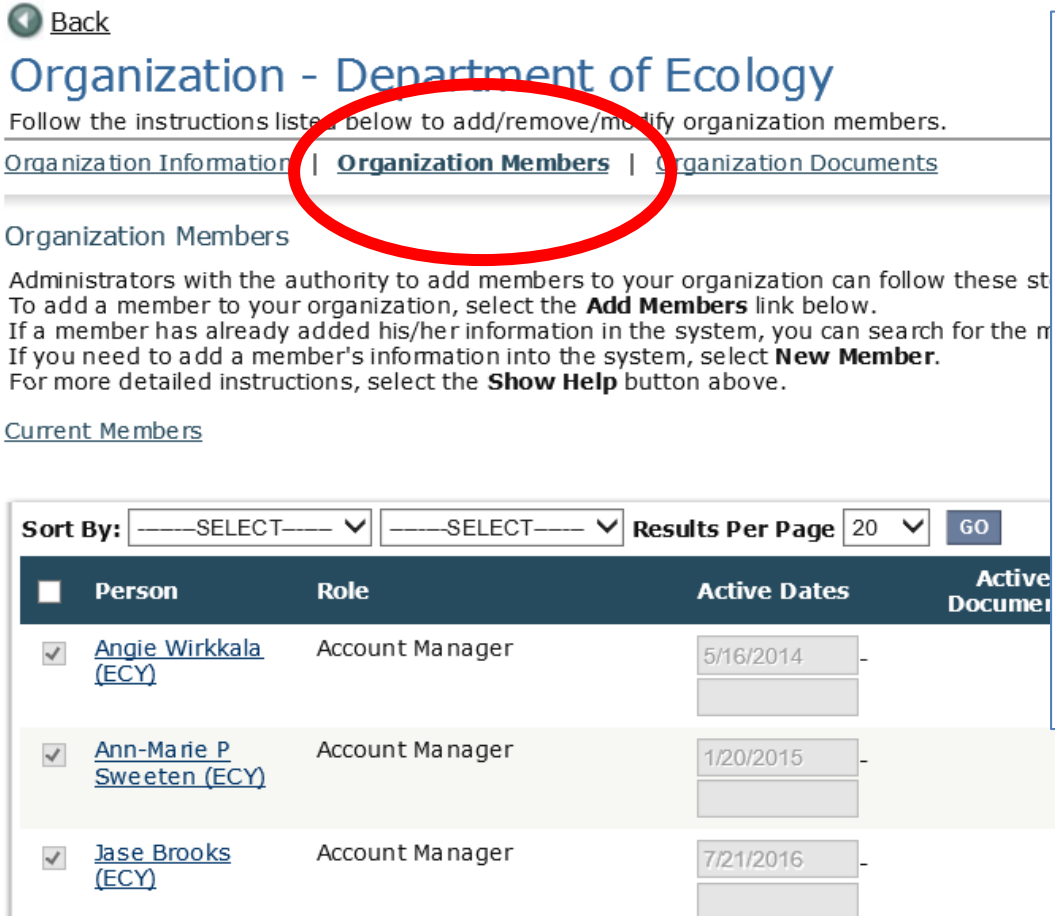
SUGGESTED PRE-APPLICATION STEPS

Contact your Ecology Regional Project Manager to discuss your project.

- **Your project manager <u>can</u>:**
  - Help you identify potentially ineligible expenses
  - Provide feedback on your scope and identify missing Ecology-required deliverables.
  - Clarify the intent of application questions.
  - Provide examples/templates/ resources
  - Assist with EAGL questions
- **Your project manager <u>cannot</u>:**
  - Write any part of your application
  - Evaluate/score your application before it is submitted.
  - Consider information that is not included or referenced in the submitted application.
  - Change roles in EAGL

Check your EAGL Roles

https://ecology.wa.gov/About-us/How-we-operate/Grants-loans



- If you need a SAW account and EAGL Access – start the process ASAP
- If you have EAGL access – Click "My Organization" & "Organization Members"
- Refer to Guidelines Appendix D for roles and powers

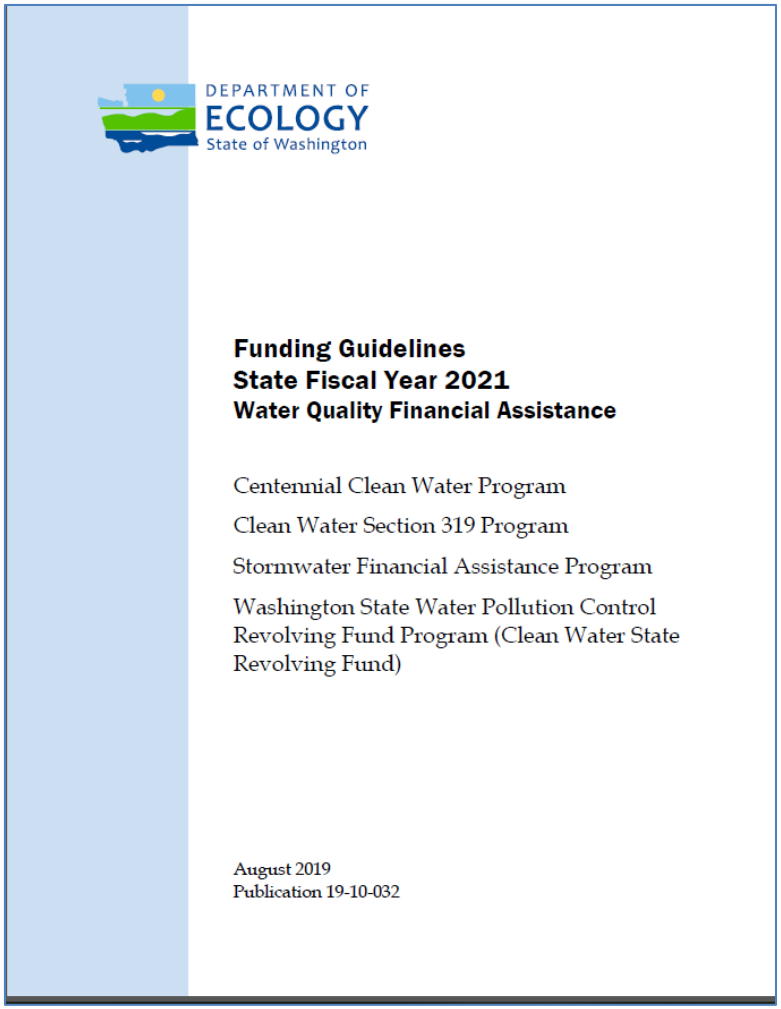
Tools you will need:

1. EAGL and SAW accounts/passwords
2. Funding Guidelines

Appendix C: Applicant Prep Tool

3. Plenty of time

Quick Tip – Use the Prep tool to see the full Application. Several forms don't show up in EAGL until you answer specific questions and hit "SAVE".


DEPARTMENT OF ECOLOGY
State of Washington

Funding Guidelines
State Fiscal Year 2021
Water Quality Financial Assistance

Centennial Clean Water Program

Clean Water Section 319 Program

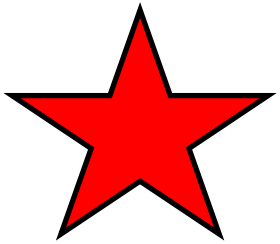
Stormwater Financial Assistance Program

Washington State Water Pollution Control Revolving Fund Program (Clean Water State Revolving Fund)

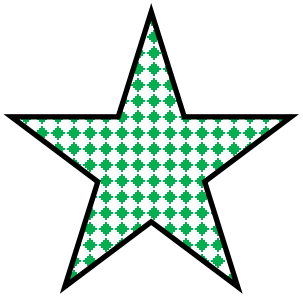
August 2019
Publication 19-10-032

Funding Guidelines
https://fortress.wa.gov/ecy/publications/documents/2010024.pdf

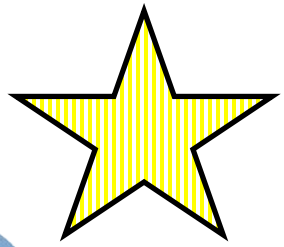
Quick Reference Key



- RED Star – spend some time here, your evaluators will



- GREEN Star - easy points, don't miss out!



- YELLOW Star – primarily data entry

General Information Form

Short Description:

- Water body that will be improved
- What you will be doing/building to get that improvement
- Project Location
- Pollutants removed/flow control or other benefits achieved
- A template is available in Appendix L of the Guidelines

Long Description:

- Same basic information
- Include additional detail and context
- Assume your audience is the general public

Quick Tip – Don't Cut and Paste Directly from the Design Report

General Information Form

Total Cost: the cost of the entire project

Total Eligible Cost: all the expenses related to water quality

Effective Date: July 1, 2022

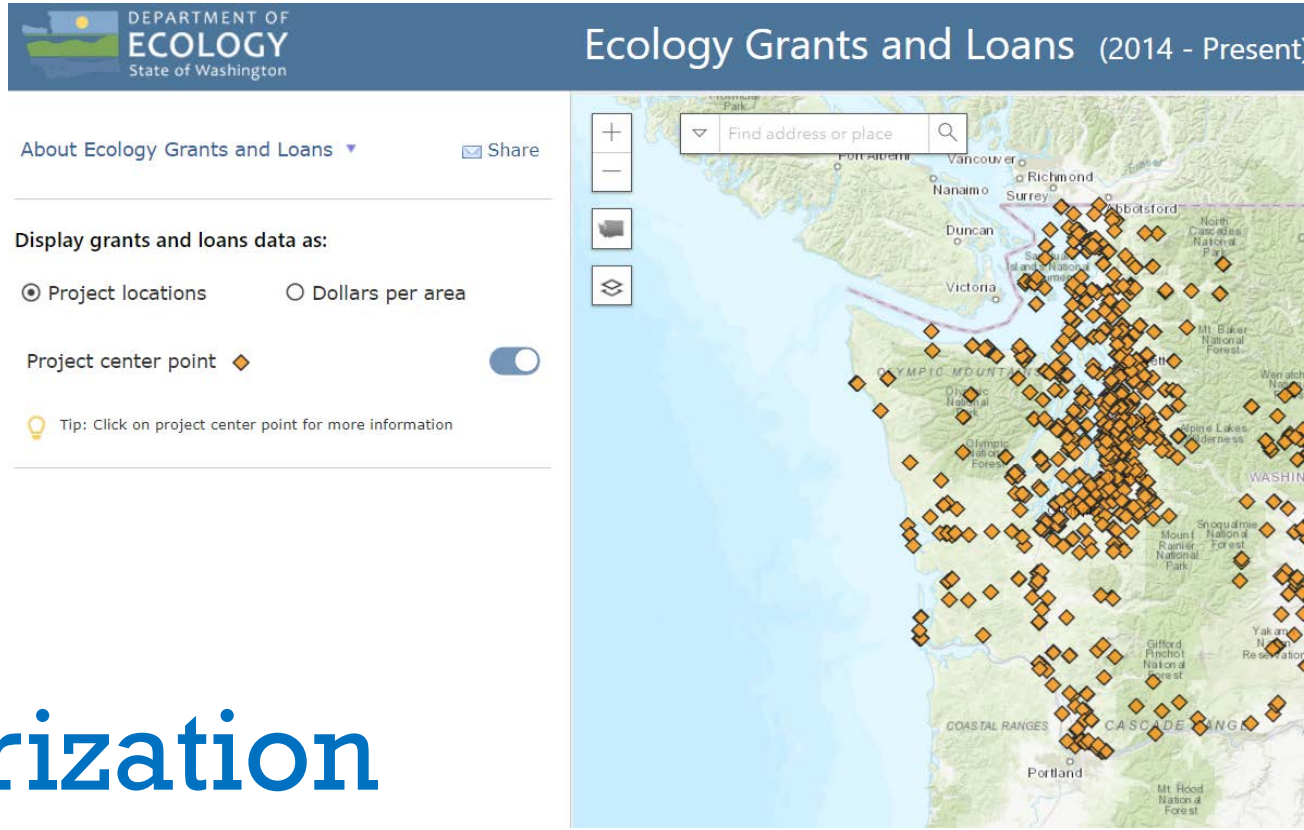
Expiration Date:

- Choose a timeframe that reflects the complexity of the project
- (Max 5 years for facility projects, 3 years activity projects)

Project Category: your selection will not limit your funding options

Overall Goal: example available in the SOW

Check: Does this match your detailed budget & schedule?



Project Characterization

- **Primary Theme =** *Stormwater Facility or Activity*
- **Secondary Theme** = *the best fit (probably Stormwater Retrofit)*

https://fortress.wa.gov/ecy/eaglmap/

Recipient Contact Form

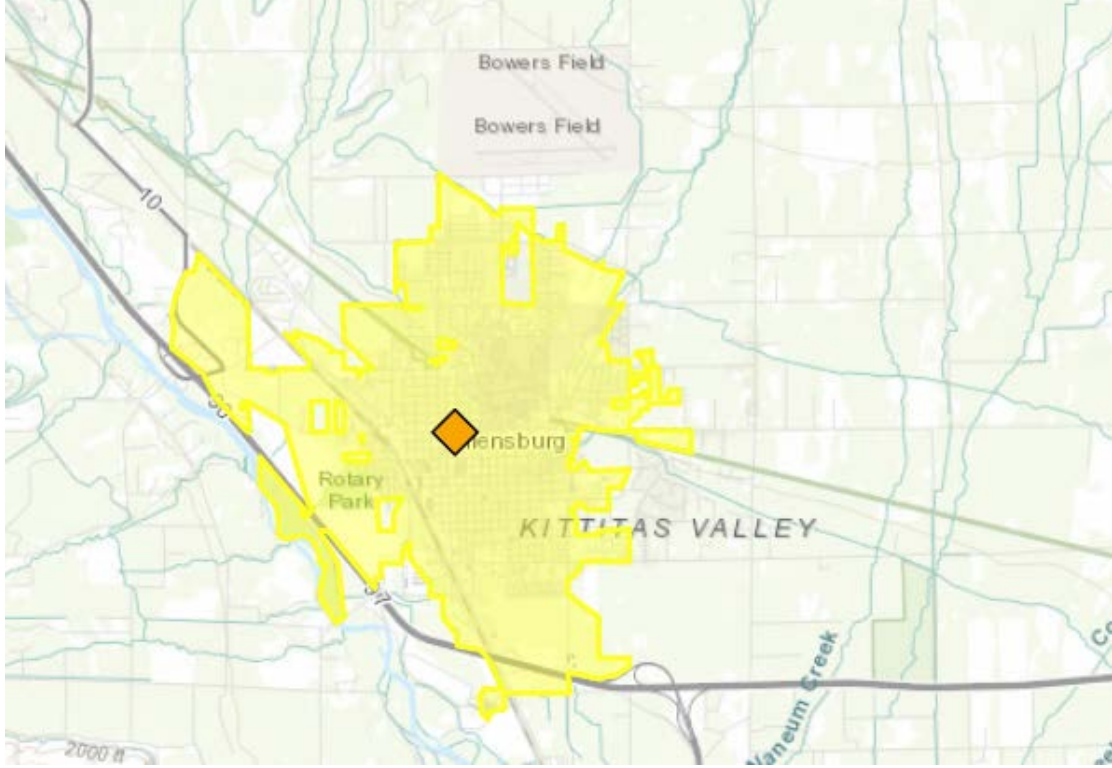
Project Manger: Best Contact for Project (probably you)

Financial Manager: Person who will Prepare Payment Requests (might be you, might be someone in your fiscal department)

Authorized Signatory: Person with legal authority to sign agreement, usually a mayor, director

- Staff must have a SAW account to appear in the drop-down menu.
- Authorized Official ≠ Authorized Signatory
- Names may be changed after the agreement is funded.

Mapping Information



Map your City, County or Port

- specific project locations are not required for stormwater at the application stage.

https://fortress.wa.gov/ecy/eaglmap/

Click SAVE to check in the map

Funding Request Form

Grant Request: Auto-fill from General Info Form

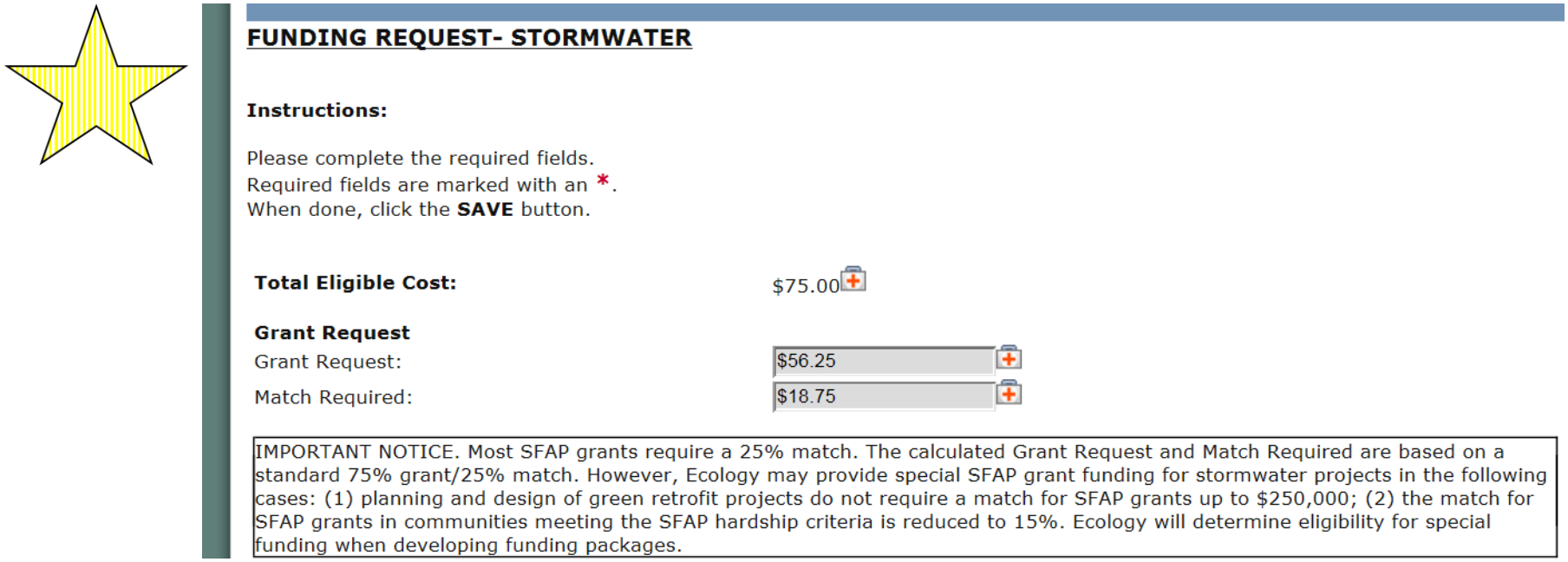
Match: Auto-calculated based on 25% of Total Eligible Cost

Loan Amount: if you will accept loan money, indicate the maximum amount up to the Total Eligible Cost

Loan Term: no penalties for early pay-off

Green Project Reserve: many stormwater projects qualify

Secured Funds: approved budgets, matching grants



FUNDING REQUEST- STORMWATER

Instructions:

Please complete the required fields.
Required fields are marked with an *.
When done, click the **SAVE** button.

Total Eligible Cost: $75.00

Grant Request

Grant Request: $56.25

Match Required: $18.75

IMPORTANT NOTICE. Most SFAP grants require a 25% match. The calculated Grant Request and Match Required are based on a standard 75% grant/25% match. However, Ecology may provide special SFAP grant funding for stormwater projects in the following cases: (1) planning and design of green retrofit projects do not require a match for SFAP grants up to $250,000; (2) the match for SFAP grants in communities meeting the SFAP hardship criteria is reduced to 15%. Ecology will determine eligibility for special funding when developing funding packages.

- This is an only an estimate
- This will not take any ineligible items or hardship considerations into account
- Ecology will use your Scope of Work and uploaded budget to develop a funding offer

Scope of Work Form

FACILITES

- Use Appendix L as guidance
- Attach any design deliverables that have already been completed
- If Ecology hasn't given you a final acceptance letter you should include design in your budget

ACTIVITIES

- Appendix L will help you develop a scope for enhanced maintenance projects
- Decant projects will combine elements from the facility and activity sections of Appendix L

Task Costs and Budget

Process Used to Estimate Costs

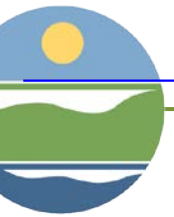
- Look at comparable projects – be specific and name them
- Adjust your budget to account for site-specific and project-specific conditions

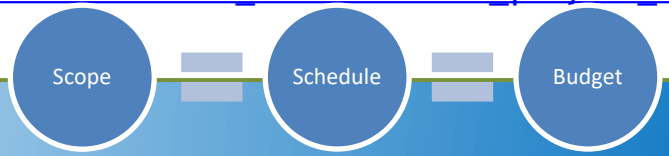
Lowest Cost

- Did you look at both the short term and long term costs of the project?
- Articulate any reasons why the lowest cost solution was or was not the best choice

Detailed Budget –Example/template available at:

https://salishsearestoration.org/images/f/f8/Coordinated_conservation_project_budget_template.xlsx





Project Team

Team Member Name and/or Title	Key Responsibilities	Qualifications/Experience	Estimated Total Hours Devoted to the Project	Who will take over the person's responsibilities if they are unable to work on the project?	
BOB	Project Manager	20 years experience in stormwater	200	Cook County will hire a replacement	UNIMPRESSIVE ☹
BOB II	1. Write RFP/Hire Consultant 2. Review Engineering 3. Track Project Schedule and Budget 4. Communicate with Ecology Staff	• PM for 3 retrofit projects in Washington • Managed Ecology Grant G110023	200	Bob's supervisor Fred will manage the project until a new PM is hired	MUCH BETTER! ☺

Team or Organization Experience with Similar Projects

- Be specific, if a project was not completed, ove-rbudget, or not on schedule, explain what you will do differently.

Project Schedule & Planning

List and Describe Criteria: these criteria should align with the water quality problem you are trying to solve

Alternative Chart

- The chart has limited space,if you need more room upload an attachment.
- Don't forget the "no project" alternative

Stakeholder Documentation: Ex: landowners, tribes, city council, residents, maintenance staff

Readiness to Proceed: must start to spend down funds by April 30th 2022

Project Schedule & Planning

- **Project Area Control:** helps to identify the need for easements
- **Last Road Resurfacing:** data for interagency coordination
- **Cultural Resources Review:** helps to identify potential CR issues
- **Upload Detailed Project Schedule:** consider creating this first, and use it to fill out the tables on the scope of work deliverables table

Water Quality and Public Health Improvements Form

These questions are designed to help you show the evaluator that the project:

- Addresses the most important water quality issues in your jurisdiction.
- Proposes a solution that will directly address the water quality problem.
- Will provide long-lasting benefits.

The work proposed in your scope must support your answers.

Worth up to 285 Points

Name the Waterbody: include some context, particularly if you are working in a small drainage area.

Selecting a plan or regulatory requirement: opportunity to show the evaluators that you are working in a high-priority waterbody and that your project is likely to achieve water quality goals for the water body.

Connection to the Project Area: this will help the evaluator decide how many point to assign for direct connection.

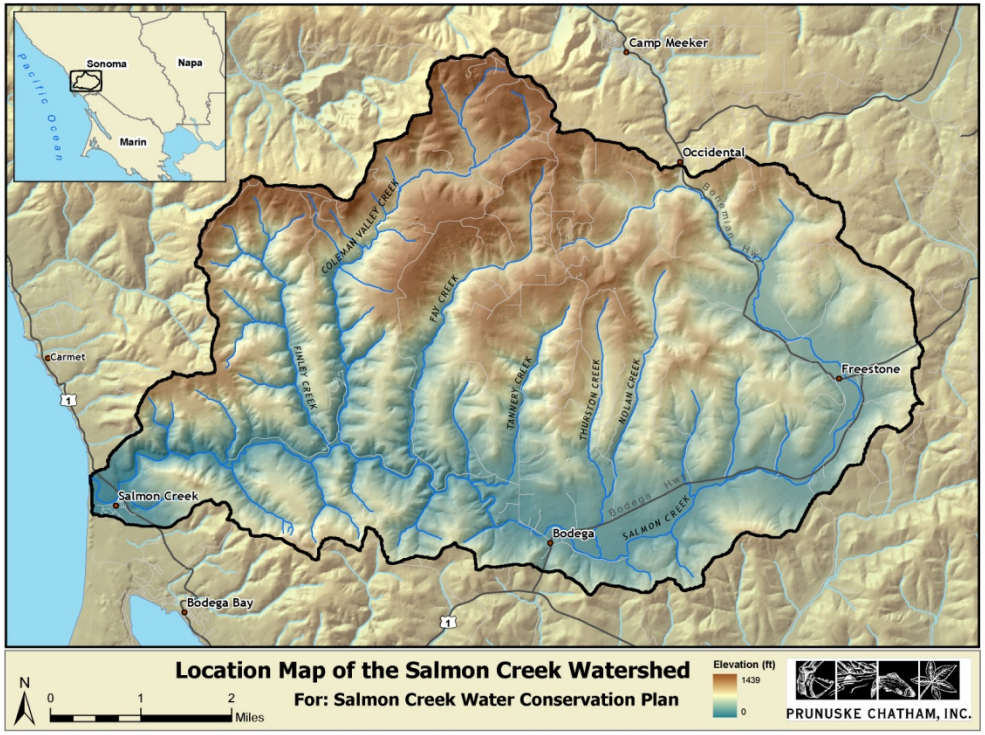
Maps

Legend

Project Area

Water Body that will be improved.

Direction of flow – Is it piped or surface flow?



Measures Outcomes and Assessing Value

What will you be counting and how will count it?

- Facilities typically use a treatment & flow control ratio described in Appendix L
- Facility planning & design projects may base estimates on the benefits of the projects that will be constructed
- Enhanced maintenance projects will use the metrics outlined in the Enhanced Maintenance Plan.

Other Requested Data

Planning: Pre-Project Planning or Design, or Enhanced Maintenance Plan

Implementation: Actual work on the ground

Planning/Implementation: Design/Construct

- **Ecology Staff**: evaluators may contact other internal staff with questions about the project or the watershed.
- **Category I or II Wetlands:** evaluators may need to coordinate review with internal wetlands specialists.
- **Greenhouse Gasses:**
  - Organizational efforts (trip reduction, car-pool incentives)
  - Project-specific measures (truck idle time limits, bike-friendly, etc.)

Environmental and Cultural Review Form

- This is a series of checkboxes.
- If you have these documents, upload them.
- These documents are not required at the time of application for stormwater projects (they may be required after the project is funded)

Questions?

Contact your Regional Project Manager or

Jessica Schwing

Stormwater Funding Program Coordinator

Jessica.schwing@ecy.wa.gov

564-999-1267