Outcome Summary Instructions

# Using this template

1. Turn on the formatting marker (¶) to see paragraphs and section and column breaks.
2. Fill in/replace the fields in gray and the guidance text.
3. Click to insert pictures.
4. Insert all information before adjusting text to maintain document length (2 pages).
5. Keep columns, font size, and section breaks to maintain format.
6. Maintain accessibility (see below).
7. Save often.
8. Delete this page and other instructional text before publication
9. A blank page may appear at the end of the document, it’s OK.

# Maintaining Accessibility \*

Images and figures need Alternate Text (alt text)

Alt text: Titles and descriptions providing text-based representations of the info contained in visuals. This information is useful for people with impairments who may not be able to see or understand the visual.

To add Alt Text

1. Right click your recently added picture
2. Select “Layout & Properties”
3. An alt text title can be read to a person and is used to determine whether they wish to hear the description of the content

\*This template has been developed to create an accessible Word document. Following the guidelines provided will create a PDF that will need less work to be made accessible and meet standards.

Project Title

Recipient

Agreement Number

Start Date Month/Day/Year to End Date Month/Day/Year

Total Project Cost: $

Ecology Financial Assistance Contribution: $

# Project Description

Provide a brief narrative to describe why your community needed this water quality construction project. Describe the water quality problem(s), such as beach closures, complaints, health hazards, citizen complaints, regulatory compliance issues, newspaper articles, ugly smelly water etc. including the name of the affected water body(ies). Describe how the project fixed/helped the problem(s), such as treatment or prevention.

List any neighboring communities the construction will affect and how.

Picture: Insert picture that represents your overall project. This could be from the ribbon cutting, an interesting phase of construction, or an overall view of the treatment plant. Then delete this text.



Insert picture caption.

# Project Accomplishments

Provide a brief narrative of performance successes (i.e. project completed on schedule and within budget), partnerships, and other benefits.

Picture: Insert picture here of what your project accomplished. This could be the final installed project, your project signage, or before/after views of your effluent. Then delete this text.



Insert picture caption.

# Water Quality Improvements

* Did the funded project help your utility maintain or achieve permit compliance? If not, delete this section.
	+ Report each permit requirement targeted before and after the funded project. Use the standard reporting unit for each parameter
* Did the funded project maintain or increase the capacity of the treatment plant? If not, delete this section.
	+ Report the million gallons per day capacity before and after the funded project.
* Did the funded project involve parts of the sewer collection system? If not, delete this section.
	+ Report the number of linear feet of collection system pipeline repaired, rehabilitated, or replaced by the funded project.
	+ Report the number of manholes repaired, rehabilitated, or replaced by the funded project.
	+ Report the annual gallons of I/I eliminated by the funded project.
	+ Report the number of onsite sewage systems eliminated by the funded project.
	+ For any sewage lift stations, report the gallons per minute of pumping capacity before and after the funded project.
* Did the funded project address combined sewer overflows? If not, delete this section.
	+ Report the average number of combined sewer overflows before and after the funded project (Use your CSO annual report.)
	+ Report the annual gallons of combined sewer overflow before and after the funded project. (Use your CSO annual report)
* Did the funded project create opportunities for the use of reclaimed water? If not, delete this section.
	+ Report the number of linear feet of reclaimed water distribution line installed by the funded project.
	+ Report the number of any appurtenances installed by the funded project.
	+ Report the annual gallons diverted from discharge to beneficial use by the funded project.
	+ Report the annual gallons of drinking water conserved by the funded project.
* Did the funded project reduce nutrient discharge to the Puget Sound? If not, delete this section.
	+ Report the annual pounds of nitrogen removed from your discharge by the funded project.

# Lessons Learned

Discuss any notable/unexpected successes, challenges, or lessons learned. Think about what advice you would give to the next community starting a similar project.

# The Next Steps for Continued Success

Is there more work to be done to complete this project? What operations and maintenance tasks will be performed and who will perform them? If you have identified additional projects or project phases, list the estimated cost and time frame. Will you apply for Ecology funding?

|  |  |  |  |
| --- | --- | --- | --- |
| Additional Capital Project(s)  | Do you plan to apply for Ecology funding for this project? | What year will you begin construction of this Capitol Project? | What is the estimated cost of the Capitol Project? |
|  |  |  | Add more rows, if necessary. |

#  Project Map Area

Map: Insert map that identified the construction site(s). Then delete this text.



Insert map caption.

# Project Management Contact Information

Project Manager:

Address: Street, City, State, Zipcode

Phone:

Email:

Website: