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# **Rhode Island Section 319 Nonpoint Source Grant Program Quality Assurance Project Plan**

October 29, 2007

## **Introduction**

The purpose of this document is to describe the process used to manage the Nonpoint Source Section 319 Competitive Grants Program in Rhode Island and to describe how quality assurance concerns are addressed in the Program. This document will serve as an overall quality assurance project plan (QAPP) for competitive projects in Rhode Island supported via grant agreements or cooperative agreements using Section 319 funds.

The overall objective of the Rhode Island Department of Management (DEM) Nonpoint Source Program is to prevent, control or abate nonpoint source pollution to the waters of the state – surface waters (both freshwater and saltwater) and groundwater. The Rhode Island Nonpoint Source Program is guided by the “Rhode Island Nonpoint Source Pollution Management Plan” that was originally approved by US EPA in 1989 and last updated in 1995. Projects selected for funding are consistent with the goals, objectives and strategies expressed in the state Nonpoint Source Management Plan.

The Section 319 competitive grant funds are intended to provide financial assistance to projects that will restore or improve water quality and enhance the designated uses of the state’s waters by addressing sources of nonpoint pollution, hydromodification problems, and habitat restoration. The majority of projects funded by Section 319 are BMP design/installation projects. This QAPP will cover these projects. Projects that include environmental monitoring will require a separate Quality Assurance Project Plan developed in accordance with the Rhode Island Quality Management Plan and EPA requirements.

## **Project Selection**

Projects funded by Section 319 in Rhode Island are selected through a competitive process. DEM releases a request for proposals (RFP) to the public, usually once a year, at such time as the federal funds are available to the State (see attached 2006 RFP). The RFP is drafted by the Nonpoint Source Program staff in the Office of Water Resources, and is reviewed and commented on by the EPA Nonpoint Source Coordinator for Rhode Island. Both DEM priorities and EPA national NPS Guidelines are considered during preparation of the RFP. The RFP describes funding priorities, project eligibility, evaluation criteria, and project administration, and it includes application forms and instructions for completing the forms.

The RFP outlines requirements for proposals that will effectively contribute to preventing or abating nonpoint source pollution. Applicants are required to identify specific waterbodies that will be affected and specific pollutants of concern and then match the proposed BMP to the pollutant of concern to ensure an effective project. Specific BMPs identified in a completed

water quality restoration plan (TMDL) to address the pollutant of concern will be considered effective and do not need further justification by the applicant. The accuracy of the information provided is checked against the assessments reflected in the state's 303(d) list of impaired waters. In the coastal watersheds, particular attention is given to the effectiveness of BMPs to address pathogens and nutrient loadings. DEM is encouraging infiltration as an effective means to abate pathogen loadings to surface waters.

Once the RFP has been properly advertised as required by RI state law, DEM holds a public workshop to review the RFP process and clarify guidance for potential grant applicants. To foster collaboration and provide a mechanism for early review of proposals, DEM encourages pre-proposals for review and comment. Applicants are warned that a pre-proposal review is offered for informational purposes only and does not guarantee or necessarily improve the likelihood of project funding. Likewise, projects that have not gone through the pre-proposal review receive no less consideration for funding than those that were reviewed as pre-proposals. The pre-proposal process is intended to prevent applicants from expending effort on projects that are ineligible, duplicative or otherwise not likely to be funded.

Given the complexity of many BMP projects that involve significant construction, DEM requires that projects be separated into feasibility, design and construction phases. The approach of designing, permitting and constructing one or more BMPs within the same project is reserved for only the most simple BMPs. The first proposal submitted to DEM would cover design to an advanced stage (e.g., 75%), and a subsequent proposal in a later grant year would be expected to cover completion of final design, permitting and construction. With this approach, the grantee can usually provide a more accurate estimate of actual construction costs, and DEM avoids awarding money for construction that may not occur in a timely manner during the period of the grant. When a funded project's design is completed, a subsequent proposal for construction funding of this design is given added consideration in the selection process.

Projects are reviewed by a Review Committee composed of DEM staff, the EPA RI Nonpoint Source Coordinator, staff from the RI Coastal Resources Management Council and members of the public. Prior to distribution to the Review Committee, project proposals receive an initial screening by the DEM Office of Water Resources to determine if the eligibility criteria are met. DEM staff also provide scoring on those categories with objective criteria (scoring categories based on location, consistency with plans, etc.) in order to make committee member's review more efficient and consistent between members. If a committee member has applicable information that would alter a given DEM score, it is discussed at the committee meeting and scoring revisions are made if applicable. Copies of proposals are sent to each member of the Review Committee prior to the committee meeting, and each member ranks each proposal using the standardized scoring sheet provided by DEM. The ranking criteria address the following:

- Severity and magnitude of the problem;
- Value of resource to be protected and the public health benefits derived;
- Beneficial impacts to waters of the state;
- Technical merit and likelihood of success;
- Consistency with approved plans, e.g., TMDLs, watershed plans; and
- Readiness to proceed.

The Review Committee then meets to discuss the proposals, share information and recommend projects to select and the award amount. Once the committee reaches agreement, the Nonpoint Source Program consults with the DEM Office of Compliance and Inspection to ensure that the chosen grant recipients (“grantees”) or the selected projects are not involved in unresolved compliance matters with DEM. The Nonpoint Source Program then prepares a written summary of the proposed award decision for review and approval by the Assistant Director for Water Resources. This summary is then forwarded to the Director for final approval. If a grantee or project is part of a compliance matter, it may, at the discretion of the Director, be excluded from funding or subject to special conditions for funding depending on the circumstances. When the award list is approved by the DEM Director, the RI Nonpoint Source Program notifies all grant applicants of the funding status of their proposals. Grant recipients are requested to attend a meeting to review the development of a grant agreement and requirements for project management (see attached “Handout from Initial Meeting with Grant Recipients, May 8, 2007).

### **Grant Agreement**

At this point, DEM expects the grantee to be ready to proceed with development of the grant agreement. Grantees are notified from the RFP process throughout the development of the grant agreement that funds expended prior to finalization of a grant agreement are not reimbursable. Grantees are required to submit a detailed scope of work that is consistent with the grant proposal and which incorporates any comments and recommendations of the Review Committee. (See attached Model Technical Scope of Work for Stormwater Attenuation and Source Reduction Strategy.) A revised scope of work is incorporated into a performance-based grant agreement between DEM and the grantee that is prepared by DEM. The grant agreement document is signed by the grantee and then by the DEM Director at which point the grant becomes active.

DEM has established a 6 month target from the date of the initial meeting with the grant recipients for finalization of all of the grant agreements. If a grantee can show good cause for not being ready to proceed, DEM will work with the grantee to generate a grant agreement at some point in the near future, but no later than one year from the date of the grant meeting. After one year, DEM will initiate action towards rescinding the award.

The grantee is then notified that they can proceed with project implementation. The grantee must begin work on the project within one year of the finalization of the grant agreement. If no work is done on the grant within one year, DEM will consider taking action to rescind the award.

Project tasks and billing/payment must be completed within 3 years of the Grant Meeting. The grant agreement will specify 2 end dates – one to complete the project (project period) and one for final billing and payment, which will be 3 months later. The project period will be 2 years, unless there is less than 2 years remaining in the 3 year time period specified above, in which case the project period will be proportionately less than 2 years. All work must be completed within this 2 years the grant agreement project period. Time extensions will not be granted, unless the grantee can show good cause for an extension.

DEM administers grants pursuant to delegated contracting authority from the Rhode Island Department of Administration (DOA). Under this arrangement, DEM grant agreements are not generally reviewed for the substance of the agreement but remain subject to certain fiscal regulations and related requirements of the DOA. The DOA administration of the state fiscal management system ensures that the funds are available to support the grant agreements being entered into by DEM and its grantees.

### **Project Oversight and Assessment**

A DEM Nonpoint Source Program staff person (Project Liaison) is assigned to monitor the performance of each grantee. The Project Liaison helps ensure that work is carried out according to the scope of work by maintaining regular contact with the grantees and providing assistance to resolve problems, reviewing deliverables and invoices, and conducting site visits, as necessary. As noted below under “Reports and Deliverables,” grantees are required to submit quarterly progress reports to DEM (see attached Quarterly Report Form).

Projects usually involve a conceptual design phase benchmark (10% design) that is used as a mechanism to ensure the subsequent design is focused in an appropriate and effective manner. DEM (and the RI Coastal Resources Management Council, if applicable) will review the design at this early stage to prevent the development of subsequent conflicts in the final design and permitting phases. Water quality BMP projects can involve a balancing of competing natural resource objectives. Therefore, DEM believes early review and approval of a conceptual design is a critical part of quality assurance.

Section 319 funded projects that require a DEM permit are eligible for permit review by the DEM Water Quality and Wetland Restoration Team (“the Team”). The Team was formed to support and encourage projects where the predominant purpose is water quality improvement and/or wetland/habitat restoration. The Team seeks to create an effective partnership between project proponents and regulators, helps to ensure that projects are successful and meet regulatory requirements, and streamlines the DEM permitting process. The Team is composed of representatives from the Water Resources Permitting Programs, and it includes a staff person from the Nonpoint Source Program. The Team offers enhanced pre-application assistance to all eligible applicants. Grantees are notified of the Team’s potential for assistance at the time of the finalization of the grant agreement. For projects that involve complex permitting, DEM will require coordination with the Team as a condition of the grant.

If the grant project receives a DEM permit, DEM Permitting Staff may be involved in regular compliance inspections. Key points in the construction of the project must be noted by the permitting staff and identified in the grant agreement. The grantee must notify DEM of the start of construction and when they are at these key construction points identified in the grant agreement.

As resources allow, DEM intends to inspect all significant projects to confirm completion as well as assess compliance with maintenance requirements.

Once a project has been initiated, problems and changes with the scope of work are handled on a case-by-case basis. While most projects are able to proceed as planned, occasional difficulties may make it necessary to alter a scope of work, timetable, or deliverable. In negotiating changes, the goal is to stay as close as possible to the intent of the original proposal, and to achieve the same pollutant load removal and resource improvement as originally planned.

### **Pollutant Load Reduction Determinations**

National Section 319 program guidelines require that estimates of pollutant load reduction be developed for projects that will result in reductions of either sediment or nutrients (nitrogen and phosphorus). EPA recognizes that due to variability in the site and weather characteristics (among other factors), load reductions associated with BMP projects are extremely difficult to accurately derive. DEM will calculate load reductions based on information provided by the grantees (see attached form “Information Required for Load Reduction Determinations”). To estimate pollutant load reductions, DEM uses an existing EPA approved model for load reduction estimates called **STEPL** (v. 4.0), which stands for Spreadsheet Tool for Estimating Pollutant Load (*to read more or download the model, go to <http://it.tetrattech-ffx.com/stepl/>*). Estimates of pollutant load reductions for the project are entered into EPA’s National Grant Reporting and Tracking System (GRTS) by February 15<sup>th</sup> of the year following the fiscal year of the completion of any BMPs.

### **Maintenance of Installed BMPs**

The development and implementation of an Operation and Maintenance Plan is a required task in each BMP installation project to ensure that the BMPs function as designed. The Plan must be enforced for the life of the BMP. Projects that are not maintained properly may be in violation of their water quality certification permits and subject to enforcement actions. Where applicable, the Operation and Maintenance Plan should be consistent with the Rhode Island Stormwater Design and Installation Standards Manual (as updated). At minimum, the following elements must be included in the BMP Operation and Maintenance Plan:

- Identification of owners of the BMP device(s);
- Identification of the party or parties responsible for implementation of the Operation and Maintenance Plan;
- Schedule for inspection and maintenance;
- List of routine and non-routine maintenance tasks to be performed;
- Source(s) of funding for the long-term operation and maintenance of the BMP device(s); and
- A map of the appropriate scale showing the location of the BMPs with the latitude and longitude indicated on the map.

The grant agreement between DEM and the grantee stipulates that the grantee must provide DEM “free and clear access” to any BMP for the purpose of inspection and monitoring.

## **Reports and Deliverables**

The grant agreement requires that the grantee submit quarterly progress reports to DEM by March 31, June 30, October 31 and December 31 throughout the project period and a final project report upon completion of the project. DEM will accept paper or electronic quarterly reports (see attached Quarterly Report Form). The final project report must be in a format specified by DEM, and it must include project outcomes, an assessment of what was accomplished, description or copies of all deliverables, recommendations for follow-up where appropriate, and an accounting of grant expenditures. For BMP installation projects that required an engineered design, the final report must include a certification from a licensed engineer stating that the BMP has been installed in accordance with design specifications. For those BMP installation projects that did not require an engineered design, the final report must include a certification from the grantee or the person working for the grantee that the BMP was installed as designed. Final payment, which includes the 10% of the contract amount that is retained by DEM, is contingent upon satisfying all grant conditions, the receipt of all deliverables and attaining or addressing the MBE/WBE (Minority and Women's Business Enterprise) Fair Share goals. Brief summary reports of each project will be submitted to EPA along with the annual Section 319 Report. DEM will submit the quarterly and final project reports to EPA, if requested.

## **Documentation and Records Management**

DEM maintains a filing system for documents and records on each project. DEM enters general information on the project into EPA's GRTS database by February 15<sup>th</sup> of the year following the fiscal year of project initiation. DEM maintains a file on each project permanently. Grant agreements require that grantees retain all project documents in a file for at least 3 years following project closeout.

## **QAPP Update**

This QAPP will be reviewed internally on an annual basis. Modifications made to the QAPP will be reviewed by EPA, and once approved, the amended QAPP will be distributed as appropriate. At minimum, the QAPP will be reviewed, updated and re-submitted to EPA every five years.

**Attachments:**

- DEM Announcement of Request for Proposals, June 2006; 24 pages.
- Handout at an Initial Meeting with Grant Recipients -- “So You’ve Just Been Awarded a Section (319) Grant! What Next? The Care and Feeding of Your Nonpoint Source Grant 5/8/2007”; 3 pages.
- Model Technical Scope of Work for Stormwater Attenuation and Source Reduction Strategy, April 18, 2007; 6 pages.
- Nonpoint Source Program Quarterly Report Form; 1 page.
- Information Required for Load Reduction Determinations, June 2007; 2 pages.

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# 2006 BAY AND WATERSHED RESTORATION GRANTS

## Announcement of Request for Proposals (RFP)



June 2006

- **State Narragansett Bay and Watershed Restoration Grants – Governmental & Non-governmental Entities**
- **Nonpoint Source (NPS) Implementation Grants (Clean Water Act - Section 319)**

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The Rhode Island Department of Environmental Management (RIDEM) is pleased to announce the availability of grants to restore water quality and manage nonpoint source (NPS) pollution. Unlike point source pollution that comes from specific, identifiable discharges, NPS pollution is diffuse, coming from many diverse sources including stormwater runoff, septic systems and erosion from disturbed sites. To promote restoration of waters degraded by NPS pollution, voters approved the Narragansett Bay and Watershed Restoration Bond Fund (BWRF) in the fall of 2004. RIDEM has promulgated regulations governing the distribution of grants from this fund. RIDEM will also award NPS implementation grants with federal funding provided by Section 319 of the Clean Water Act, subject to federal guidance and restrictions. Grants from both funding sources will be awarded on a competitive basis pursuant to this Request for Proposals (RFP).

### 1. Introduction & Purpose of Grants

NPS pollution is a significant cause of water quality impairments in Rhode Island. Reducing or preventing NPS pollution often requires local actions to implement site-specific best management practices (BMPs) or to carry out local water resource protection programs. RIDEM has identified surface water bodies considered impaired, meaning their water quality does not meet applicable water quality standards and criteria. These waters are listed on the Impaired Waters List, also known as the 303(d) list. A 303(d) listing means that one or more designated uses, e.g. swimming, of the waterbody is adversely affected. Appendix A of this announcement identifies waterbodies from Groups 1 and 5 of the list in which on-going or prior work has characterized the impairments and identified contributions of nonpoint sources of pollution. For most waterbodies, this work is documented in water quality restoration plans, known as TMDLs. The TMDL provides a technical basis for strategically investing in water quality restoration actions. Due to gaps in available monitoring data, not every polluted or impaired waterbody may be listed at this time. If you believe a waterbody not on the list has a NPS problem that should be addressed, your proposal will need to document the problem and source.

The grants are primarily intended to provide financial assistance to projects that will restore or improve water quality and enhance the designated uses of our waters: swimming, fishing, shell fishing, drinking water supply and healthy aquatic life. For this RFP, RIDEM is giving **highest priority to those proposals that effectively control or abate NPS impairments in Group 1 or Group 5 waterbodies on the 303(d) list.** Proposals to implement recommendations associated with other watershed restoration plans will be considered, providing the plans document the pollution sources in the watershed that are causing the impairment and comprehensively outline the steps needed to address the pollution sources. DEM is also encouraging capital projects that strengthen local stormwater management programs including projects implementing a BMP identified through a RIDEM approved stormwater management plan and projects focusing on the mitigation, control or

elimination of illicit connections to storm sewers. RIDEM prefers to fund stormwater management projects that entirely eliminate the discharge of untreated stormwater to surface waters by retaining stormwater through upland attenuation, infiltration or other means. Finally, the NPS 319 program will also consider aquatic habitat restoration projects that will enhance water quality or support the designated uses of surface waters.

## 2. Applicant Eligibility – who can apply?

Local, state and regional governmental agencies, non-governmental agencies including businesses, non-profit organizations, watershed associations, conservation districts and others, are eligible.

Note: non-profit organizations must have status as an IRS 501(c)3 organization.

Applicants must demonstrate administrative capacity to manage their grant funds and comply with applicable state and federal fiscal requirements including accounting, record-keeping, procurement and reporting procedures. Applicants must also demonstrate ability to manage their project, document match and report on progress of deliverables specified in a grant agreement. Private individuals are not eligible to apply. Table 1 identifies who is eligible in relationship to the source of funding:

Table 1. Eligibility to Apply for Grants

Funding Source	Governmental	Non-governmental	
	Municipal/State/regional government; quasi-state agencies; public schools and universities	Non-profit watershed org./environmental or conservation organizations	Other non-governmental entities: for profit business, private schools, non-profit organizations, incorporated individuals
State Bay and Watershed Restoration – Governmental Sub-fund - \$7.1 million	Yes/ Eligible	No	No
State Bay and Watershed Restoration – Non –Governmental Sub-fund - \$700,000	No	Yes/ Eligible	Yes/ Eligible
Federal 319 NPS funds – approx. \$800,000	Yes/ Eligible	Yes/ Eligible	No

## 3. Project Eligibility - What type of projects are eligible?

Eligible projects involve actions to control or abate documented water quality impairments caused by nonpoint pollution sources. In addition, federal NPS 319 funds may support restoration of habitat degraded by hydrological modifications such as dams, stream channelization or changes to wetland and riparian functions. The state BWRP will also support capital projects related to stormwater management. The grants, provided on a matching basis, will give financial assistance for projects that address objectives listed in Table 2. Additional examples of eligible projects are in Appendix B.

**Table 2. Eligible Projects related to Grant Funding Source**

Grant Type	Primary Project Objective	Example Projects	Restrictions
<p>NPS (319)</p> <p>40% required match</p> <p>Target Grant Amount: \$25,000 - \$200,000</p>	<p>Reduce NPS pollutant loadings entering water resources so that beneficial uses of the water resources are maintained or restored.</p>	<ul style="list-style-type: none"> <li>• Onsite Wastewater Management. <ul style="list-style-type: none"> <li>○ Implementation actions.</li> </ul> </li> <li>• Water Quality Restoration Actions. <ul style="list-style-type: none"> <li>○ Feasibility &amp; design phase;</li> <li>○ Implementation phase (i.e. BMP construction).</li> </ul> </li> <li>• Habitat Restoration - where degraded conditions contribute to water quality or designated use impairments. <ul style="list-style-type: none"> <li>○ Design &amp; implementation of restoration projects.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• May <b>not</b> be used for Phase I/Phase II stormwater requirements.</li> <li>• May be used to install new stormwater treatment systems or enhance existing systems only to address stormwater <b>before</b> it enters a storm sewer or other conveyance system; e.g. upland attenuation, infiltration, retention in a permanent pool, or other means. Projects to treat end of pipe stormwater discharges are no longer eligible for 319 funds.</li> <li>• Must be linked to TMDL or watershed-based plan.</li> <li>• Land acquisition is ineligible as a grant expense.</li> </ul>
<p>State BWRP– Governmental Entities Sub-Fund</p> <p>50% required match</p> <p>Target Grant Amounts: No limit</p>	<p>Reduce pollutant loadings entering Narragansett Bay and state watersheds by addressing NPS and stormwater management including illicit connections to the stormwater collection systems.</p>	<ul style="list-style-type: none"> <li>• Construction of projects, including stormwater management structures, that mitigate, control, or eliminate the effects of nonpoint source pollution to the waters of the state. <ul style="list-style-type: none"> <li>○ Feasibility and design phase.</li> <li>○ Implementation phase.</li> </ul> </li> <li>• Capital expenditures for additional or upgraded equipment to enhance implementation of best management practices identified in RIDEM approved local stormwater management program plans.</li> <li>• Identification, mitigation, control or elimination of illicit point source connections to stormwater collection systems.</li> </ul>	<ul style="list-style-type: none"> <li>• May not be used for on-site sewage disposal systems serving single family residences.</li> <li>• Land acquisition is ineligible as a grant expense.</li> <li>• Projects designed to address solely drainage or flooding problems are not eligible. Stormwater management projects must provide for water pollution abatement.</li> </ul>
<p>BWRP –Non-Governmental Entities Sub-Fund</p> <p>50% required match</p> <p>Target Grant Amounts: No limit</p>	<p>Reduce pollutant loadings entering Narragansett Bay and state watersheds by addressing NPS and stormwater management including illicit connections to the stormwater collection systems.</p>	<ul style="list-style-type: none"> <li>• Construction of projects, including stormwater management, that mitigate, control, or eliminate the effects of nonpoint source pollution to the waters of the state. <ul style="list-style-type: none"> <li>○ Feasibility and design phase.</li> <li>○ Implementation phase.</li> </ul> </li> <li>• Identification, mitigation, control or elimination of illicit point source connections to stormwater collection systems.</li> </ul>	<ul style="list-style-type: none"> <li>• May not be used for onsite sewage disposal systems serving single family residences.</li> <li>• Land acquisition is ineligible as a grant expense.</li> <li>• Projects designed to address solely drainage or flooding problems are not eligible. Stormwater management projects must provide for water pollution abatement.</li> </ul>

OWR recognizes that certain local water quality restoration actions may need to undergo interim development before implementation and actual pollutant loading reductions are accomplished. For example, large BMP projects may be pursued in phases-- first feasibility and design, then permitting and construction. Design and feasibility projects must document a commitment to follow through on the construction of the BMP or project that is designed.

RIDEM welcomes the opportunity to help applicants determine whether a project would be eligible for a grant, and to provide guidance in preparing a project proposal. For assistance, contact the individual listed as program contacts on page 7.

### **Compliance Actions Pertaining to Grant Applicants**

It is RIDEM's policy that financial assistance shall neither directly or indirectly benefit parties whose willful action or inaction has resulted in damage to the environment. At the director's discretion, RIDEM may restrict or limit funding due to the occurrence of criminal, civil enforcement actions or compliance matters. To be eligible for grants, applicants must disclose any existing violations and compliance actions related to their proposal. This includes issuance of any notice of intent to enforce.

## **4. Eligible Grant Expenses – what costs are allowable?**

Eligibility of activities may vary with the type of grant application. Eligible expenses may include the costs of personnel salary and fringe, travel, supplies, construction, and contractual services. With respect to personnel, RIDEM generally will not subsidize salaries of existing governmental staff, but rather encourage such expenses to be allocated as match. Restrictions on the use of funds are noted in Table 2.

Projects *solely* focused on activities such as technical assistance, education, training, technology transfer, community planning and water quality monitoring will *not* be considered eligible. However, such activities may be eligible as tasks in projects where they are directly associated with implementing a restoration action that reduces NPS pollution. NPS research, water quality assessment, and routine maintenance of existing structural BMPs are not eligible activities. Stormwater mapping done as part of a Phase II municipal stormwater programs is ineligible for support under the NPS 319 program. The state BWRP may support targeted stormwater mapping projects provided they are linked to an existing water quality impairment and abatement action such as illicit detection. Stormwater projects aimed at addressing solely drainage or flooding problems are not eligible.

***RIDEM and the State of Rhode Island take no responsibility for project work done outside the term or scope of the agreement or prior to full approval of an agreement. Applicants should NOT anticipate any funding for work that is done before approval of a grant agreement.*** Agreements are not valid until the Rhode Island Department of Administration issues the appropriate encumbrance (i.e., purchase order or PO release). All agreements must be signed and dated by an authorized agent of the sponsor and RIDEM.

## 5. Match Requirements

“Match” refers to funds or services used to conduct a project that are not borne by grant funds. All project match must: (1) relate directly to the project for which the match is being applied; (2) be reasonably valued; and (3) be supported by documentation. Match is an indicator of local commitment to a project and is considered in proposal eligibility and ranking.

Match may include: (1) cash; (2) the value of non-cash, in-kind contributions (e.g., charges for equipment used on the project, but not specifically purchased or rented for the project); or (3) the value of goods and services directly contributed to the project. Third-party in-kind contributions are allowed with the exception that NPS 319 grants generally cannot be matched with other federal contributions. Volunteer services provided to the sponsor for project activities and travel costs may be valued as match at rates consistent with rates ordinarily paid by employers for similar work. General volunteer time is currently valued at \$18.04/hour.

Examples of actions that might be used as eligible match include the following:

- Cost or value-per-hour rate multiplied by the number of hours performing work associated with the project proposal tasks, such as labor to install BMPs, bid or subcontract development, development of BMP designs and permit reviews, including attending meeting pertaining to such, conducting public meetings or similar work relating to the project but not directly funded by the grant.
- Cost of equipment rentals, and supplies used for the project.
- Room rental costs for meetings relating to the project.
- Cost of construction of approved BMPs (including labor, equipment and materials).
- Costs of travel (i.e., mileage rates, tolls, etc.; current state mileage rate is \$0.445 per mile).

NPS 319 grants are provided in a 60% to 40% (i.e., 3:2) grant to match ratio. A 40% match means that at least 40% of the *total project budget* comes from a nonfederal source. To calculate 40% required minimum match, multiply the grant amount by 0.667.

State BWRP grants are provided in 50% to 50% grant to match ratio. The applicant must provide match in an amount equal to or exceeding the requested grant amount.

Projects that are eligible and wish to apply to both funding sources may do so provided that the total of the combined grants does not exceed 75% of the total project costs. At least 25% of the project costs must be derived from non-grant (e.g. local) sources.

## 6. NPS-319 Only: Watershed-based Plan Requirement

NPS 319 grants projects need to be consistent with an appropriate watershed-based plan. RIDEM will give priority to actions identified in water quality restoration plans (TMDLs). Information on the status of TMDLs, either completed or draft, for specific waterbodies is included in Appendix A. Copies of draft and final TMDLs are available on RIDEM's web site at:

<http://www.dem.ri.gov/programs/benvirom/water/quality/rest/index.htm>

RIDEM recognizes that water quality restoration plans do not yet exist for all impaired surface waters. In future years, RIDEM expects additional TMDL reports to provide the technical basis for water quality restoration actions. Where TMDLs are not available, applicants are encouraged to review and consider other watershed assessment and planning documents that may be available. These include Special Area Management Plans (SAMPs), watershed protection plans or other qualifying watershed initiatives. SAMP plans may be viewed at the *Coastal Resources Management Council (CRMC) website* at: <http://www.crmc.state.ri.us/samp/index.html>.

## *7. Public Workshop July 12, 2006 2:00 – 4:00 pm*

A public workshop to review the RFP process and clarify guidance for potential grant applicants has been scheduled as follows:

Public workshop	Date:	Wednesday July 12, 2006
	Time:	2:00 p.m. – 4:00 p.m.
	Location:	RIDEM Headquarters, Room 300 235 Promenade Street, Providence

## *8. Optional Pre-Proposal Process Due Date July 28, 2006*

To foster collaboration and provide a mechanism for early review, RIDEM encourages and will accept pre-proposals for review and comment. NPS and BWRP pre-proposals prepared using the form provided in Appendix C should be sent by mail or e-mail to Betsy Dake (NPS-319) or Jay Manning (BWRP) at the address listed below in section 10. To ensure adequate review time, pre-proposals must be received by Friday July 28, 2006. Comments on pre-proposals will be provided either by phone or in writing to respective applicants by Friday August 11, 2006.

Applicants should note that a pre-proposal review is offered for informational purposes only and does not guarantee or necessarily improve the likelihood of project funding under this RFP. Likewise, projects that have not gone through pre-proposal review receive no less consideration for funding than those that were reviewed as pre-proposals. The pre-proposal process is intended to prevent applicants from expending effort on projects that are ineligible, duplicative or otherwise not likely to be funded.

## **9. Proposal Evaluation Criteria**

Project proposals will receive an initial screening by representatives of the RIDEM Office of Water Resources for basic eligibility criteria. Eligible proposals will be referred to interagency review committee(s). The interagency review committee will evaluate the eligible proposals consistent with ranking criteria developed in conjunction with rules governing the BWRP and applicable federal requirements in order to make recommendations subject to final decision by the RIDEM Director. Ranking criteria address:

- Severity and magnitude of the problem;
- Value of resource to be protected & public benefits derived;
- Beneficial impact to waters of the state;
- Technical merit & likelihood of success;
- Consistency with approved plans; e.g. TMDL, etc.
- Readiness to proceed

## *10. How To Apply - Final Submittal Deadline - September 15, 2006*

Final proposals must be received by RIDEM **no later than 4:00 p.m. on Friday, September 15, 2006**. The proposal must include mandatory application forms (Form A and Form B), a narrative project description and other supporting materials as appropriate; e.g. site map, letters of support, photographs, etc. Refer to Appendix D for details and final application forms.

RIDEM encourages that proposals be sent electronically (Microsoft WORD format). Hard-copies will also be accepted.

All proposals must be submitted to the following application recipient:

Grant Type	Application Recipient & Program Contact	Additional contact – information only
NPS (319)	Betsy Dake, Senior Environmental Planner Rhode Island Department of Environmental Management Office of Water Resources 235 Promenade St. Providence, RI 02908 (401) 222-4700 x7230 or <a href="mailto:betsy.dake@dem.ri.gov">betsy.dake@dem.ri.gov</a>	Margherita Pryor EPA Region 1, New England (617) 918-1597 or <a href="mailto:pryor.margherita@epamail.epa.gov">pryor.margherita@epamail.epa.gov</a>
BWRP – Governmental and Non-Governmental Entities Sub-Funds	Jay Manning, P.E., Principal Sanitary Engineer Rhode Island Department of Environmental Management Office of Water Resources <i>235 Promenade St.</i> Providence, RI 02908 (401) 222-4700 x 7254 or <a href="mailto:jay.manning@dem.ri.gov">jay.manning@dem.ri.gov</a>	

<b>Water Quality Restoration Grant Timelines</b>		
Announcement of RFP	June 19, 2006	Mon
Public Workshop	July 12, 2006	Wed
Deadline for Pre-proposals	July 28, 2006	Fri
Final Grant Proposals Due to RIDEM – Office of Water Resources	September 15, 2006	Fri
Review of Proposals/ Announcement of Grant Awards	Fall – Winter 2006	
Projects can be initiated after grant agreements are formally executed. DEM expects projects to be completed within 12-36 months of the project start date.		

## 11. Project Administration

- 11a. Grant Agreements - It is anticipated that grant awards will be announced near the end of the year. Development of grant agreements will follow with projects starting at various times during 2007. For projects selected to receive grants, RIDEM may request the applicant to modify the project scope of work based on comments received during project evaluations and the selection process as part of developing and finalizing the grant agreement.

Grant recipients must enter into an agreement with RIDEM to establish mutually agreeable terms for completing the project. Items in the agreement include, *but are not limited to*:

- Scope of work including tasks, schedules and deliverables. (Agreements usually have the approved project proposal incorporated as the scope of work.)
- RIDEM and sponsor responsibilities, including interim and final reporting requirements.
- Statement of the project's total budget, matching budget, and grant.
- Statutory and regulatory requirements for contracting such as competitive bidding, fair-share allotments, i.e., minority-owned and women-owned business enterprises (MBE/WBE).
- Requirements for subcontracting.
- Project payment schedule and payment terms.

Payments will be made on a reimbursement basis in accordance with the payment schedule and terms contained in the project agreement. Reimbursement is tied to performance targets and payments are not scheduled more frequently than once a month.

Grant recipients will be required to provide regular progress reports to RIDEM. Projects are expected to be completed in the timeframe of the grant agreement. Timeframes will be negotiated in the range of 12-36 months. Time extensions will not be granted without specific and appropriate justification.

- 11b. Pre-project and Pre-contract Costs - **RIDEM and the State of Rhode Island take no responsibility for project work done outside the term or scope of the agreement or prior to full approval of an agreement. Applicants should NOT anticipate any funding for work that is done before approval of a grant agreement.** Agreements are not valid until the Rhode Island Department of Administration issues the appropriate encumbrance (i.e., purchase order). All agreements must be signed and dated by an authorized agent of the sponsor and RIDEM.
- 11c. Procurement - The expenditure of funds pursuant to these grants is subject to state law governing procurement, including requirements for competitive bidding and MBE/WBE. NPS 319 grants are also subject to federal regulations governing procurement. RIDEM reserves the right to review and approve the award of any contract or subcontract.
- 11d. Indirect (Overhead) Costs (NPS-319 Grants Only) - Indirect costs are costs that are not readily attributable with a specific project; e.g. rent, heat, utilities, etc. Indirect costs are subject to the review and approval of the RIDEM Office of Management Services. Entities proposing to use an indirect rate must have an approved current rate. In general, DEM will not authorize indirect rates that exceed 16%. If an agency opts to establish an indirect rate for its NPS-319 grant, the rate is subject to OMB Circular A-122 "Cost Principles for Nonprofit Organizations" or OMB Circular A-21 "Cost Principles for Educational Institutions."

- 11e. Measurable Results & Quality Assurance Project Plan Requirement - (NPS 319 only)  
- Increasingly, state environmental agencies and Environmental Protection Agency (EPA) are encouraged to demonstrate project effectiveness by measurable results. The federal Office of Management and Budget has *strongly* indicated that expenditure of Section 319 grant funding should result in measurable reduction of pollutants (e.g., bacteria, nutrients, etc.) as well as a return of water resource values (e.g., reopening shell fishing grounds). Because projects will be required to generate data or information on the environmental outcome of the project, a quality assurance project plan (QAPP) will need to be developed for most projects, even in the absence of actual water quality monitoring. Project plans must include a task and appropriate time allotment to develop a QAPP. QAPPs may be subject to both RIDEM and EPA approval. The QAPP will be required to document in advance those actions that are being taken to ensure the project is successful in meeting its environmental objective. For additional guidance on QAPP requirements contact Betsy Dake.
- 11f. Permitting - Many grant projects will require a permit from RIDEM or CRMC or review by another governmental agency to proceed. Applicants should consider the time needed to acquire permits and other agency reviews and plan projects accordingly. Failure to obtain and comply with permits is generally considered a material breach of a grant agreement and may jeopardize project funding.

## **Appendix A: Waterbodies with Impairments attributed to NPS Sources**

### **– Group 1 & Group 5**

The attached list includes those waterbodies on the draft 2006 303(d) list of impaired waters that (1) are wholly or in part impaired due to nonpoint sources of pollution and (2) for which the NPS sources have been characterized via a TMDL or for which TMDL development is underway or planned. DEM is encouraging pollution abatement projects to mitigate or further abate the nonpoint sources of impairment in these waterbodies.

Appendix A: Waterbodies with NPS Impairments

WaterbodyID	WATER BODY NAME	WATER BODY DESCRIPTION	WBSize	IMPAIRMENT	COMMENTS
GROUP 1					
BLACKSTONE RIVER BASIN					
RI0001003L-01	Scott Pond	Scott Pond. Lincoln	42.1267	EXCESS ALGAL GROWTH/CHL-A LOW DO Phosphorus	
RI0001003L-02	Valley Falls Pond	Valley Falls Pond. Cumberland	37.9692	BIODIVERSITY IMPACTS EXCESS ALGAL GROWTH/CHL-A Lead (Pb) LOW DO PATHOGENS Phosphorus	
RI0001003R-01A	Blackstone River	Blackstone River from the MA-RI border to the CSO outfall located at River and Samoset Streets in Central Falls. Woonsocket, North Smithfield, Cumberland, Lincoln and Central Falls.	14.9676	BIODIVERSITY IMPACTS Copper (Cu) Lead (Pb) PATHOGENS	
RI0001003R-01B	Blackstone River	Blackstone River from the CSO outfall located at River and Samoset streets in Central Falls to the Slater Mill Dam. Central Falls, Pawtucket.	1.6389	BIODIVERSITY IMPACTS Copper (Cu) Lead (Pb) PATHOGENS	
RI0001003R-03	Mill River	Mill River. Woonsocket	0.9176	Lead (Pb)	
RI0001003R-04	Peters River	Peters River. Woonsocket	0.7826	Copper (Cu) Lead (Pb) PATHOGENS	
COASTAL WATERS					
RI0010043E-02	Greenhill Pond	Green Hill Pond. South Kingstown	0.6569	LOW DO	
RI0010043E-06B	Point Judith Pond	Upper Point Judith Pond from the mouth of the Saugatucket River at Route 1, downstream to Can Bouy 33. Narragansett, South Kingstown	0.077	PATHOGENS	
RI0010043E-06C	Point Judith Pond	Upper Point Judith Pond, south of Can Buoy 33 and north and east of a line from Buttonwood Point to the southern extremity of Cummock Island, to the flagpole at the northwest extremity of Betty Hull Point excluding the marina area described in RI0010043E-	0.294	PATHOGENS	
RI0010043E-06D	Point Judith Pond	Point Judith Pond waters in the vicinity of Billington Cove Marina as shown on the plan entitled "Billington Cove Marina: Marina Perimeter Plan", dated August 1994 by Coastal Engineering Group, Inc., east of a line from the western edge of the rip-rap ret	0.0087	PATHOGENS	
RI0010043E-06H	Point Judith Pond	Point Judith Pond waters in the channel to Potter Pond east of a line across the western end of the Potter Pond entrance channel located approximately 500 feet west of Succotash Road and west of a line from a point of land on the northern shore of the ch	0.008	PATHOGENS	
RI0010043E-06K	Point Judith Pond	Point Judith Pond waters in the vicinity of Champlin's Cove, north of a line from the westernmost extension of Delray Drive to the easternmost extension of Flintstone Road, located on Harbor Island. Narragansett	0.02	PATHOGENS	
RI0010045R-02	Indian Run Brook & Tribs	Indian Run Brook and tributaries. South Kingstown	3.3123	Copper (Cu) Lead (Pb) Zinc (Zn)	
RI0010045R-05C	Saugatucket River	Saugatucket River from the Main Street Dam in Wakefield to the Route 1 overpass. South Kingstown	0.2357	PATHOGENS	
RI0010046L-01	Sands Pond	Sands Pond. New Shoreham	12.7289	EXCESS ALGAL GROWTH/CHL-A Phosphorus TASTE AND ODOR TURBIDITY	
RI0010047L-01	Almy Pond	Almy Pond. Newport	49.8488	Phosphorus	
NARRAGANSETT BASIN					
RI0007020L-02	Brickyard Pond	Brickyard Pond. Barrington	84.0623	LOW DO	

				Phosphorus	
RI0007020L-06	Prince's Pond (Tiffany Pond)	Prince's Pond (Tiffany Pond). Barrington	8.0787	EXCESS ALGAL GROWTH/CHL-A LOW DO Phosphorus	
RI0007022E-01A	Palmer River	Palmer River from the MA-RI border to the East Bay Bike Path trestle in Warren, approximately 2500 feet north of the confluence with the Barrington River. Warren, Barrington	0.7329	LOW DO NUTRIENTS	
RI0007024E-01	Upper Narragansett Bay	Upper Narra. Bay from Conimicut Pt-Nayatt Pt boundary south, including waters south of a line from Adams Pt, Barrington to Jacobs Pt, Warren, to a line from Warwick Point in Warwick through Providence Point on Prudence Island, to Popasquash Point in Bristol	14.93	LOW DO NUTRIENTS	
RI0007024E-02	Old Mill Creek	Old Mill Creek. Warwick	0.0332	PATHOGENS	
RI0007024L-02	Warwick Pond	Warwick Pond. Warwick	84.7155	EXCESS ALGAL GROWTH/CHL-A LOW DO Phosphorus	
RI0007024R-01	Buckeye Brook and Tribs	Buckeye Brook and tributaries. Warwick	2.7879	BIODIVERSITY IMPACTS PATHOGENS	
RI0007024R-03	Lockwood Brook	Lockwood Brook. Warwick	1.7014	PATHOGENS	
RI0007024R-04	Warner Brook	Warner Brook. Warwick	0.942	PATHOGENS	
RI0007025L-01	Gorton Pond	Gorton Pond. Warwick	58.3003	EXCESS ALGAL GROWTH/CHL-A LOW DO Phosphorus	
RI0007027L-02	Belleville Ponds	Belleville Ponds. North Kingstown	130.2734	Phosphorus	
RI0007029E-03	Potter Cove	Potter Cove. Prudence Island, Portsmouth	0.153656	LOW DO	
RI0007032E-01A	Mount Hope Bay	Mt. Hope Bay south and west of the MA/RI border, and east of a line from Touisset Point to the channel marker buoy R "4" and south and east of a line from buoy R "4" to the southernmost landward end of Bristol Point and south of a line from Bristol Point	4.2814	LOW DO NUTRIENTS	
RI0007032E-01B	Mount Hope Bay	Mt. Hope Bay waters north and west of a line from the southernmost landward end of Bristol Point to buoy R "4" and west of a line from buoy R "4" to the DEM range marker on Touisset Point, and south of the Bristol Narrows. Bristol, Warren	2.0097	LOW DO NUTRIENTS PATHOGENS	
RI0007032E-01C	Mount Hope Bay	Mt. Hope Bay waters south of a line from Borden's Wharf, Tiverton, to buoy R "4" and west of a line from buoy R "4" to Brayton Point, Somerset, MA., and east of a line from the end of Gardiner's Neck Road in Swansea to buoy N "2", through buoy C "3" to Comp	3.049	LOW DO NUTRIENTS	
RI0007032E-01D	Mount Hope Bay	Mt. Hope Bay waters south and west of the MA-RI border and north of a line from Borden's Wharf, Tiverton to buoy R "4" and east of a line from buoy R "4" to Brayton Point in Somerset, MA. Bristol, Portsmouth and Tiverton.	0.4828	LOW DO NUTRIENTS	
RI0007033E-01A	Kickemuit River	Kickemuit River from the Child Street bridge (Route 103) in Warren, south to the river mouth at "Bristol Narrows" excluding the waters described below. Bristol, Warren	0.6983	PATHOGENS	
RI0007033E-01B	Kickemuit River	Kickemuit River south of a line from the eastern extension of Kickemuit Avenue in Bristol to the DEM range marker located on the western tip of Little Neck in Touisset, and north of a line from the DEM range markers located on the east shore and west shore	0.0726	PATHOGENS	
RI0007033E-01C	Kickemuit River	Kickemuit River west of a line from the DEM range marker located on the western tip of Little Neck in Touisset to the brick stack located at 426 Metacom Avenue in Warren (formally known as the Carol Cable Building), north of a line from the eastern exten	0.0903	PATHOGENS	
RI0007035L-03	North Easton Pond (Green End Pond)	North Easton Pond (Green End Pond). Middletown, Newport	113.2341	EXCESS ALGAL GROWTH/CHL-A Phosphorus	
<b>PAWCATUCK RIVER BASIN</b>					
RI0008038E-01A	Tidal Pawcatuck River	Tidal Pawcatuck River from Route 1 highway bridge to Pawcatuck Rock. Westerly	0.3211	LOW DO PATHOGENS	
RI0008038E-01B	Tidal Pawcatuck River	Tidal Pawcatuck River from Pawcatuck Rock to a line from Rhodes Point, RI to Pawcatuck Point, CT. Westerly	0.6889	PATHOGENS	
RI0008038E-02A	Little Narragansett Bay	Little Narragansett Bay west of a line extending from Pawcatuck Point in Connecticut to Rhodes Point in Rhode Island, excluding the area described below. Westerly	0.7893	PATHOGENS	
RI0008038E-02B	Little Narragansett Bay	Little Narragansett Bay including Watch Hill Cove, southeast of a line from the northernmost extension of land that forms Napatree Point to the westernmost point of land on the south side of the mouth of Fosters Cove. Westerly	0.3081	PATHOGENS	
RI0008039L-13	Hundred Acre Pond	Hundred Acre Pond. South Kingstown	84.1634	EXCESS ALGAL GROWTH/CHL-A LOW DO NOXIOUS AQ. PLANTS native	

PAWTUXET RIVER BASIN					
RI0006014L-04	Upper Dam Pond	Upper Dam Pond. Coventry	20.4879	Phosphorus	
RI0006017L-05	Roger Williams Park Ponds	Roger Williams Park Ponds. Providence	88.5815	EXCESS ALGAL GROWTH/CHL-A LOW DO Phosphorus	
RI0006017L-06	Mashapaug Pond	Mashapaug Pond. Providence	76.746	EXCESS ALGAL GROWTH/CHL-A LOW DO PATHOGENS Phosphorus	
RI0006017L-07	Spectacle Pond	Spectacle Pond. Cranston	38.8072	EXCESS ALGAL GROWTH/CHL-A Phosphorus	
RI0006017L-09	Sand Pond (N. of Airport)	Sand Pond (North of Airport). Warwick	12.209	LOW DO Phosphorus	
WOONASQUATUCKET RIVER BASIN					
RI0002007R-01	Assapumpset Brook and Tribs	Assapumpset Brook and tributaries. Johnston	5.8957	PATHOGENS	
RI0002007R-10A	Woonasquattuck River and Tribs	Woonasquattuck River headwaters and tributaries to Georgiaville Pond, excluding reservoirs and ponds. North Smithfield, Smithfield	3.803	Zinc (Zn)	
RI0002007R-10B	Woonasquattuck River and Tribs	Woonasquattuck River and tributaries from the Georgiaville Pond outlet to the Smithfield WWTF discharge point at Esmond Mill Drive. Smithfield	1.728	PATHOGENS	
RI0002007R-10C	Woonasquattuck River and Tribs	Woonasquattuck River and tributaries from the Smithfield WWTF discharge point at Esmond Mill Drive to the CSO outfall at Glenbridge Avenue in Providence. Smithfield, North Providence, Providence, Johnston	4.2404	PATHOGENS Zinc (Zn)	
RI0002007R-10D	Woonasquattuck River	Woonasquattuck River from the CSO outfall at Glenbridge Avenue to the confluence with the Moshassuck River. Providence	3.4805	Copper (Cu) Lead (Pb) Zinc (Zn)	
GROUP 5					
COASTAL WATERS					TMDL STATUS/ CONTROL ACTION
RI0010031E-01A	Sakonnet River	Sakonnet River waters in the vicinity of Portsmouth Park north of a line extending from the southwesternmost corner of the Stone Bridge in Tiverton to the easternmost extension of Morningside Lane in Portsmouth. Portsmouth, Tiverton	0.281	PATHOGENS	TMDL approved April 2005.
RI0010031E-03B	The Cove, Island Park	The Cove, Island Park south of a line from the southern end of Hummock Point to the RIDEM Range marker located at the eastern extremity of a point of land on the western shore of The Cove. Portsmouth	0.171	PATHOGENS	TMDL approved April 2005.
RI0010043E-02	Greenhill Pond	Green Hill Pond. South Kingstown	0.6569	PATHOGENS	TMDL approved February 2006.
RI0010043E-04B	Ninigret Pond	Ninigret Pond waters, including Tockwotten Cove, east of a line from the DEM Range markers located on the shore directly eastward of pole number 16-1 at the end of Starrett Drive, to the DEM Range marker located at the end of Florence Avenue, and west of	0.1581	PATHOGENS	TMDL approved February 2006.
RI0010043R-02	Factory Pond Stream & Tribs	Factory Pond Stream and tributaries. South Kingstown	1.0288	PATHOGENS	TMDL approved February 2006.
RI0010043R-04	Teal Pond Stream	Teal Pond Stream. South Kingstown	0.3898	PATHOGENS	TMDL approved February 2006.
RI0010044E-01A	Pettaquamscutt River	Pettaquamscutt (Narrow) River exclusive of the waters noted below, from the headwaters at the end of Gilbert Stuart Stream to the mouth of the river including Pettaquamscutt Cove. North Kingstown, South Kingstown, Narragansett	0.9118	PATHOGENS	TMDL approved April 2002.
RI0010044E-01B	Pettaquamscutt River	Pettaquamscutt (Narrow) River waters in the vicinity of the marina at Middle Bridge. Narragansett	0.002	PATHOGENS	TMDL approved April 2002.
RI0010044R-03	Crooked Brook	Crooked Brook. Narragansett	2.2196	PATHOGENS	TMDL approved February 2003
RI0010045R-02	Indian Run Brook & Tribs	Indian Run Brook and tributaries. South Kingstown	3.3123	PATHOGENS	TMDL approved August 2003.
RI0010045R-03A	Mitchell Brook	Mitchell Brook headwaters to the Rose Hill Landfill property. South Kingstown	1.6448	PATHOGENS	TMDL approved August 2003
RI0010045R-03B	Mitchell Brook	Mitchell Brook from the Rose Hill Landfill to the confluence with the Saugatucket River. South Kingstown	0.6794	PATHOGENS	TMDL approved August 2003
RI0010045R-04	Rocky Brook	Rocky Brook and tributaries. South Kingstown	0.8251	PATHOGENS	TMDL approved August 2003
RI0010045R-05B	Saugatucket River & Trib	Saugatucket River and tributaries from the Rose Hill Landfill property to the dam at Main Street in Wakefield. South Kingstown	2.2851	PATHOGENS	TMDL approved August 2003
NARRAGANSETT BASIN					

RI0007019E-01	Seekonk River	Seekonk River from the Slater Mill Dam at Main Street in Pawtucket to India Point in Providence. Pawtucket, Providence	1.0145	EXCESS ALGAL GROWTH/CHL-A	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				LOW DO	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				NUTRIENTS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				PATHOGENS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
RI0007020E-01A	Providence River	Providence River south of a line from a point on shore due east of Naushon Avenue in Warwick to the western terminus of Beach Road in East Providence and north of a line from Conimicut Point in Warwick to Old Tower at Nayatt Point in Barrington. East Pro	4.73	EXCESS ALGAL GROWTH/CHL-A	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				LOW DO	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				NUTRIENTS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				PATHOGENS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
RI0007020E-01B	Providence River	Providence River from its confluence with the Moshassuck and Woonasquatucket Rivers in Providence south and south of a line from India Point to Bold Point (across the mouth of the Seekonk River), to a line extending from a point on shore due east of Naush	3.61	LOW DO	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				NUTRIENTS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
				PATHOGENS	Approved CSO Facilities Plan addresses pathogens and RIPDES discharge permits address nutrient-related impairments.
RI0007021E-01A	Barrington River	Barrington River from the Mobil Dam in East Providence to the East Bay Bike Path trestle in Barrington approximately 2500 feet north of the confluence with the Palmer River. East Providence, Barrington	0.9548	PATHOGENS	TMDL approved September 2003
RI0007021R-01	Runnins River & Tribs	Runnins River and tributaries from the MA-RI border to the Mobil Dam in East Providence. Providence, East Providence	2.2903	PATHOGENS	TMDL approved September 2002
RI0007022E-01A	Palmer River	Palmer River from the MA-RI border to the East Bay Bike Path trestle in Warren, approximately 2500 feet north of the confluence with the Barrington River. Warren, Barrington	0.7329	PATHOGENS	TMDL approved May 2002.
RI0007024E-01	Upper Narragansett Bay	Upper Narra. Bay from Conimicut Pt-Nayatt Pt boundary south, including waters south of a line from Adams Pt. Barrington to Jacobs Pt. Warren, to a line from Warwick Point in Warwick through Providence Point on Prudence Island, to Popasquash Point in Bristol	14.93	PATHOGENS	Due to CSOs; approved Facilities Plan.
RI0007025E-01	Apponaug Cove	Apponaug Cove waters north and west of a line from the RIDEM range marker located at the end of Neptune Lane in Chepiwanoxet to the RIDEM range marker located at Cedar Tree Point, Warwick	0.3155	EXCESS ALGAL GROWTH/CHL-A	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-02	Brushneck Cove	Brushneck Cove. Warwick	0.1176	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-03	Buttonwoods Cove	Buttonwoods Cove. Warwick	0.0774	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-04A	Greenwich Bay	Greenwich Bay waters north and west of a line from the eastern extremity of Sandy Pt. on Potowomut Neck, East Greenwich, to the flag pole located at the Warwick Country Club on Warwick Neck, east of a line from the northerly point of Long Point to the south	2.68	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-04B	Greenwich Bay	Greenwich Bay waters west of a line from the northern extremity of Chepiwanoxet Point to the extension of Cooper Road located in the Buttonwoods section of Warwick, and east of a line from the RIDEM range marker located at the end of Neptune Lane in Chepi	0.828	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-05A	Greenwich Cove	Greenwich Cove south of Long Point. East Greenwich, Warwick	0.3	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-05B	Greenwich Cove	Greenwich Cove north of Long Point and west of a line extending from the northerly point of Long Point to the southerly point of Chepiwanoxet Peninsula. East Greenwich, Warwick	0.1127	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
RI0007025E-06A	Warwick Cove	Warwick Cove north of a line from the easternmost extension of Burr Avenue on Horse Neck to the westernmost extension of Meadow Avenue on the east shore. Warwick	0.1842	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
				PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025E-06B	Warwick Cove	Warwick Cove south of a line from the easternmost extension of Burr Avenue on Horse Neck to the westernmost extension of Meadow Avenue on the east shore and north of a line from the southeastern most riprap jetty at the entrance of Warwick Cove	0.0376	LOW DO	Greenwich Bay Special Area Management Plan - TMDL equivalent.
			0.0376	NUTRIENTS	Greenwich Bay Special Area Management Plan - TMDL equivalent.
			0.0376	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-01	Hardig Brook & Tribs	Hardig Brook and tributaries. West Warwick, Warwick	5.4767	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-03	Maskerchugg River	Maskerchugg River. Warwick, East Greenwich	4.0031	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-04	Dark Entry Brook	Dark Entry Brook. Warwick, East Greenwich	2.1325	PATHOGENS	TMDL approved by USEPA February 2006.

RI0007025R-05	Tuscatucket Brook	Tuscatucket Brook. Warwick	1.333	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-06	Baker Creek	Baker Creek. Warwick	0.545	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-09	Southern Creek (Carpenter Brook)	Southern Creek (Carpenter Brook). Warwick	1.4281	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-11	Greenwood Creek	Greenwood Creek. Warwick	0.6315	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-13	Gorton Pond Trib	Gorton Pond Tributary. Warwick	0.3724	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-14	Mill Brook	Mill Brook. Warwick	0.3824	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007025R-16	Saddle Brook	Saddle Brook. West Warwick, Warwick, East Greenwich.	3.0388	PATHOGENS	TMDL approved by USEPA February 2006.
RI0007028R-02	Fry Brook and Tribs	Fry Brook and tributaries. West Warwick, East Greenwich	3.8823	PATHOGENS	TMDL approved January 2001.
RI0007028R-03A	Hunt River	Hunt River headwaters to Frenchtown Road. East Greenwich, North Kingstown	5.42	PATHOGENS	TMDL approved January 2001.
RI0007028R-03B	Hunt River & Tribs	Hunt River from Frenchtown Road to the Brown and Sharpe discharge point located approximately 0.55 miles downstream of Frenchtown Road. East Greenwich, North Kingstown	1.26	PATHOGENS	TMDL approved January 2001.
RI0007028R-03C	Hunt River	Hunt River from the Brown and Sharpe discharge point located approximately 0.55 miles downstream of Frenchtown Road, to Austin Road. East Greenwich, North Kingstown	1.02	PATHOGENS	TMDL approved January 2001.
RI0007028R-06	Scrabbletown Brook	Scrabbletown Brook. East Greenwich, North Kingstown	3.218	PATHOGENS	TMDL approved January 2001.
RI0007034L-01	Kickemuit Reservoir (Warren Reservoir)	Kickemuit Reservoir (Warren Reservoir). Warren	42.2387	EXCESS ALGAL GROWTH/CHL-A	Draft TMDL completed.
			42.2387	PATHOGENS	Draft TMDL completed.
			42.2387	Phosphorus	Draft TMDL completed.
			42.2387	TASTE AND ODOR	Draft TMDL completed.
			42.2387	TURBIDITY	Draft TMDL completed.
RI0007034R-01	Upper Kickemuit River	Upper Kickemuit River from the Kickemuit (Warren) Reservoir north to the RI-MA border. Warren	1.148	PATHOGENS	Draft TMDL completed.
RI0007037L-01	Stafford Pond	Stafford Pond. Tiverton	480.1274	EXCESS ALGAL GROWTH/CHL-A	TMDL approved March 1999.
				LOW DO	TMDL approved March 1999.
				NUTRIENTS	TMDL approved March 1999.
PAWCATUCK RIVER BASIN					
RI0008039L-14	Barber Pond	Barber Pond. South Kingstown	28.1592	LOW DO	TMDL approved June 2004.
RI0008039L-15	Yawgoo Pond	Yawgoo Pond. Exeter, South Kingstown	143.3521	EXCESS ALGAL GROWTH/CHL-A	TMDL approved June 2004.
				LOW DO	TMDL approved June 2004.
				Phosphorus	TMDL approved June 2004.
RI0008039R-05A	Chickasheen Brook	Chickasheen Brook headwaters to Yawgoo Pond. Exeter	1.5856	NOXIOUS AQ. PLANTS native	TMDL approved June 2004.
				Phosphorus	TMDL approved June 2004.
WOONASQUATUCKET RIVER BASIN					
RI0002007R-10D	Woonasquatucket River	Woonasquatucket River from the CSO outfall at Glenbridge Avenue to the confluence with the Moshassuck River. Providence	3.4805	PATHOGENS	Due to CSOs; approved Facilities Plan.

## Appendix B: Examples of Eligible Projects

Note: NPS water pollution abatement projects should be linked to abatement of pollutants for which a waterbody is impaired. Examples listed below are eligible for all funds unless otherwise noted. This is a sample list of eligible projects is provided for illustration purposes and should not be interpreted as the universe of projects that can receive assistance from the abovementioned funds.

### WATERSHED RESTORATION ACTIONS – IMPLEMENTATION

- Construction of best management practices to abate NPS pollution;
  - Includes stormwater management practices – detention and treatment, retrofitting existing structures to enhance treatment provided to the water quality volume (WQV) discharged to a waterbody (Note: there are restrictions to the type of stormwater project eligible under NPS 319. See Table 2 page 3);
  - Agricultural BMPs – erosion controls, stormwater management practices, improved animal waste handling etc.;
  - Repair of failed, failing, or sub-standard onsite wastewater systems (excluding single family residences) - (BWRP - Non-Governmental Entities Sub-Fund only);
- Improvements in stormwater management to provide greater pollutant removal (combined sewer overflow related projects are not eligible); includes the purchase of additional or upgraded street sweeping equipment, catch basin cleaning equipment, green roofs, stormwater bio-filters, rain gardens;
- Elimination of unauthorized discharges from waterbodies or stormwater systems (restricted NPS 319 eligibility);
- Wetland, riverbank and aquatic habitat restoration that provides water quality benefit (NPS 319 only);
- Enhancement of natural buffers to mitigate NPS pollution (NPS 319 only);
- Habitat restoration or hydromodification impact abatement– including fish ladders and dam removal when consistent with an appropriate fisheries restoration plan; (NPS 319 only)
- Covering a salt pile that is contributing to water quality degradation.

## WATERSHED RESTORATION – INTERIM MEASURES

Note: Commitment to future construction or implementation of these projects will be required.

- Design and permitting only of BMPs;
- Feasibility analysis or preliminary design work which will lead to eventual BMP construction or implementation of watershed restoration actions;
- Development of a buffer enhancement or buffer restoration plan for a waterbody affected by nonpoint pollution sources (NPS 319 only);
- Development of regional or municipal stormwater management district including a sustained funding source (NPS 319 only);
- Design of wetland enhancement or restoration projects that provide water quality benefits (NPS 319 only).

## Appendix C: Pre-proposal Form

*Rhode Island Department of Environmental Management*  
Pre-Proposal Form For:



# 2006

# **Narragansett Bay and Watershed Restoration Grants & Nonpoint Source Implementation Grants (319)**

Submit a copy of the Pre-Proposal form electronically via e-mail or hard copy by fax or mail to:

State BWRP Grants:

Rhode Island Department of Environmental Management  
Attn: Jay Manning  
Office of Water Resources  
235 Promenade Street  
Providence, RI 02908-5767

NPS 319 Grants:

Rhode Island Department of Environmental Management  
Attn: Betsy Dake  
Office of Water Resources  
235 Promenade Street  
Providence, RI 02908-5767

Email electronic copies to:

Jay.Manning@dem.ri.gov

Email electronic copies to:

Betsy.Dake@dem.ri.gov

**Pre-Proposal Deadline**  
**4:00PM**  
**July 28th, 2006**

Locate the 2006 Narragansett Bay and Watershed Restoration Grants RFP at  
<http://www.state.ri.us/dem/programs/benviron/water/finance/index.htm>

*Narragansett Bay and Watersheds Restoration Grants/ NPS  
Implementation Grants*

*Pre-Proposal Form*

**1. Proposal Title**

--

**2. Contact Information**

Primary contact person:		
Organization:		
Street address:		
City, State, ZIP:		
Day phone:	Fax:	Email:

**3. Project Location**

Town(s):
Does project involve another state? <b>Yes</b> <input type="checkbox"/> _____ <b>No</b> <input type="checkbox"/>
What type of waterbody does it affect? <b>Stream</b> <input type="checkbox"/> <b>Lake</b> <input type="checkbox"/> <b>Estuary</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>
Waterbody name:
Attach a watershed map showing project location

**4. Nonpoint Concern Addressed by Project**

<input type="checkbox"/> Listed 303(d) impairment (specify): _____ <input type="checkbox"/> Storm water management improvement. <input type="checkbox"/> Restoration of habitat impaired by hydro modification or other NPS source. <input type="checkbox"/> Other documented water quality problem. <input type="checkbox"/> Other (explain):
--

## 5. Proposal Summary

*In 200 words or less, describe the proposed project including: general location (municipalities and watershed); water quality impairment(s); causes or sources of water quality impairment(s); proposed management activities, e.g., education, technical assistance; goal(s) of project; and how success will be verified*

## 6. Desired Outcome

*Provide a concise statement of your desired outcome, or end-state that this project would ideally achieve.*

## 7. Grant Category & Preliminary Budget Estimate

BWRF-Governmental \_\_\_\_\_ BWRF-Nongovernmental \_\_\_\_\_ NPS 319 \_\_\_\_\_

Grants Funds \$ \_\_\_\_\_ Match \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

## 8. Optional Supporting Materials

*Attach map or other supporting materials as desired.*

## Appendix D: Final Application Content & Forms

*Your completed application should include the following:*



FORM A: Required Applicant and Project Information



FORM B: Budget Detail



Narrative Description



Location Map

*(if applicable)*



Other Supporting Material  
(pictures, data, letters of support, etc.)

## INSTRUCTIONS FOR NARRATIVE PROJECT DESCRIPTION

*A narrative project description is required. In general, the description should require no more than 3-6 pages. The narrative should address the following elements.*

**Purpose:** Provide a brief, clear statement of the project purpose, including as applicable:

- Types of nonpoint pollution sources and water quality impairments or threats addressed by the project,
- Type of restoration project and nature of habitat impairment. (NPS 319 only)
- Type of stormwater management program enhancement (State BWRP only)
- If applicable, the TMDL or watershed restoration plan that provided basis for proposed project. (Note: All NPS 319 projects should be linked to an appropriate plan; water quality restoration plan, habitat restoration plan, etc.)

**Pollutant Categories to be addressed:** List the primary pollutant type(s) and if appropriate, secondary pollutant type(s).

**Project Approach and Tasks:** Provide a concise overview of project approach and identify and describe major tasks. Each task should be associated with an output; e.g. engineering plans, construction phase, etc. For pollution abatement projects, describe the BMP selected and explain its effectiveness in abating pollution in the targeted waterbody.

**Management and Coordination:**

- Describe who will manage the project; how contracting and subcontracting will be done.
- Describe if and how other agencies and organizations will participate in the project, including letters of commitment or support if available.

Note: The narrative should be clear on who is responsible for each major task.

**Maintenance (Construction Projects only):** If the project involves construction, identify the general requirements and responsibility for long-term maintenance.

**Public Outreach /Public Participation:** If applicable, describe how the project results will be shared via public outreach.

**Final Products & Measurable Environmental Results:**

- Describe expected outputs such as progress and final reports;
- Describe how you will measure the environmental results of your project. Results and/or benefits must be documented in both quantitative and qualitative terms, such as load reductions of nutrients (nitrogen, phosphorus) and/or sediments to receiving waters, other measurable improvements such as reductions in bacteria or other pollutants, or the results of physical restoration; e.g., acres of wetland restored or shellfish beds re-opened, linear feet of riparian buffers installed, miles of anadromous fish habitat or beaches opened, etc. Load reductions can be provided either from appropriate calculations, model estimates or from direct measurement. Available estimation models include STEP-L, and EPA Region 5 Model. RIDEM NPS staff can offer assistance in estimating load reductions.

**General Schedule & Milestones**

- Estimated schedule (typically 1-3 years from the time the project contract is signed) and key milestones

*Form A: Required Applicant and Project Information*

<b>1 Project Title</b>					
Project Title					
<b>2.a Applicant Information</b>					
Organization					
Contact Name					
E-mail		Phone		Fax	
Street address					
<b>2.b Signature of Applicant</b>					
Authorized Agent Signature			Date		
Name					
Title					
<b>3. Grant Application Category Amount Requested (fill in all that apply)</b>					
Bay and Watershed Restoration Fund – Governmental		\$			
Bay and Watershed Restoration Fund - Nongovernmental		\$			
Nonpoint Source Pollution-319		\$			
Total Grant Amount Requested		\$			
<b>4. Project Management</b> <input type="checkbox"/> Same as above (2a)					
(List the person(s) responsible for managing this project)					
Full Name					
Title		Organization (if different from 2.a)			
Email		Phone		Fax	
Street Address					
<b>5. Project Location</b> <i>Site specific</i> <input type="checkbox"/> <i>Larger project area</i> <input type="checkbox"/>					
Street address or description of project area					
Name(s) of targeted waterbody/waterbodies					
Targeted water body – 303(d) status: Group 1 <input type="checkbox"/> Group 2 <input type="checkbox"/> Group 3 <input type="checkbox"/> Group 4 <input type="checkbox"/> Group 5 <input type="checkbox"/>					
303(d) – Listed impairment targeted by project: Pathogen <input type="checkbox"/> Nutrient <input type="checkbox"/> Dissolved Oxygen <input type="checkbox"/> Impaired Biodiversity <input type="checkbox"/> Other (List Parameter): _____					
<b>6. Source of Match</b>					
Applicant's Funds <input type="checkbox"/>		Third Party Funds <input type="checkbox"/>		In-kind Services <input type="checkbox"/>	
Please Attach Project Location Map					

## Form B: Budget Detail

**Table A: Project Tasks<sup>1</sup>, Deliverables, Schedule, and Estimated Costs**

Task #	Description and Task	Deliverables	Schedule <sup>2</sup>	Requested Amount	Non-federal Match	Total Task Cost
			Totals			

1. Tasks must include progress and final reports.
2. Please express as the month number in which the task is expected to be completed from start of project (i.e., Month 2)

**Table B: Project Costs by Budget Category**

Budget Category						Requested Grant Amount	Non-federal Match Amount	Total Cost of Category
<b>1. Salary and Fringe<sup>1</sup></b>								
Name	Title	Salary	Percent Time Charged to Project	Fringe (as percent of salary)	Total Salary Cost			
<b>2. Indirect Costs<sup>2</sup></b>								
<b>3. Supplies<sup>3</sup></b>								
<b>4. Equipment<sup>4</sup></b>								
<b>5. Travel and Training<sup>5</sup></b>								
<b>6. Contractual<sup>6</sup></b>								
<b>7. Construction<sup>7</sup></b>								
<b>8. Other<sup>8</sup></b>								
<b>Totals</b>								

1. Include salaries and fringe benefits paid for work performed on the project. "Salary" should include the rate per hour by position. "Fringe benefits" are employment benefits given in addition to wages or salary, such as health, retirement, etc. Grant funds are typically not used to pay municipal employee's salaries; these expenses should be used as match.
2. Indirect can only be charged by those entities that have negotiated an indirect rate with the State of RI in advance. Indirect rates should not exceed 16%.
3. Includes expendable items, such as office, field and lab supplies, film, postage, equipment costing less than \$1,000, books, etc
4. Includes any items of equipment costing more than \$1,000.
5. Includes transportation costs incurred during work, such as tolls, costs of using vehicle (vehicle costs = number of miles x mileage rate of \$0.445/mile)
6. **Includes procured services not provided by grantee, such as consultants, engineering and design services, etc. You must identify tasks and outputs for each contractor. If contractual work has not yet been bid, provide estimated costs.**
7. **Includes costs associated with construction of BMPs, including permit fees.**
8. **Includes costs not described by previous categories.**

## *Handout at Initial Meeting with Grant Recipients*

### **So You've Just Been Awarded a Section (319) Grant! What Next? The Care and Feeding of Your Nonpoint Source Grant 5/8/2007**

First of all, congratulations. Your projects were selected out of 22 proposals requesting CWA Section (319) funding. Your projects were chosen on the basis of their anticipated environmental results, their readiness to proceed and your proven ability to effectively manage a Section 319 grant.

Section 319 of the Clean Water Act requires regular reporting by the state to EPA on the status of 319-funded projects. In addition, detailed record keeping is crucial. In order to streamline the process, we are instituting some changes to how CWA Section (319) grants are administered. These changes should not only assist those who manage your projects at RIDEM, but you as a project manager.

#### Grant Award

- **Each project will be assigned a Project Liaison from DEM.** Your Project Liaison is your contact at RIDEM and will assist you as needed throughout your project period. Any questions you have or changes you wish to make should go through your Project Liaison. Remember, however that this is **your** project and you hold the ultimate responsibility for seeing your project through.
- **All projects funded by RIDEM through Section 319 will be limited to a 2- year project period. All work must be completed within 2 years of the grant agreement start date.** Time extensions on projects will not be granted except in cases of absolute necessity. Projects not completed within the 2-year time period may be subject to having unexpended grant funds withdrawn and reprogrammed by RIDEM.
- **All grant projects awarded must start within 6 months of the grant agreement start date.** Your project was chosen in part because you indicated that you were ready to proceed. Any project not begun within 6 months of the grant agreement start date may lose access to the project funds awarded.
- **Your project must match your Scope of Work.** ANY changes to your Scope of Work as it appears in your finalized (i.e. signed by all parties) grant agreement **must be approved by RIDEM before** you begin work on that portion of the project. Any unauthorized changes to your Scope of Work may result in ineligibility of your project and/or un-reimbursable expenses.
- **As the Project Manager, you are responsible for all progress and deadlines.** You must keep track of your project and keep it progressing on schedule. If any alterations are to be made to your project's Scope of Work, you must contact your Project Liaison for assistance/approval **at least 3 weeks** prior to any alternate work being done. You are responsible for all deadlines, including grant deliverable submission dates, and ensuring that the project is completed prior to the end of the project period. Please **DO NOT** assume that an extension of your project period will be granted. We do not anticipate granting any extensions on these projects.

## Required Deliverables

- **All projects will be reimbursed by task completed (See Billing section below).** All deliverables should be sent to RIDEM either before or concurrently with the invoice for each task. Deliverables should be clearly marked with the grant project's official name.
- **You will be required to report quarterly on the progress of your project.** You will submit reports to your Project Liaison on the progress of each task in your Scope of Work. Please include an estimate of any money spent or match documented on each task. Please include quarterly reporting as a task in your list of Tasks, Schedules and Estimated Costs. The quarterly report format is available on a separate sheet. Quarterly reports may be mailed or e-mailed.
- **For all BMP installations** there will be the following required deliverables, which should be included in your list of Tasks, Schedules and Estimated Costs:
  - **You will be required to complete a form** that gives certain information necessary for reporting to EPA.
  - **All BMPs will also be required to submit a drainage area map and/or an estimate of the area of drainage for each BMP.**
  - **All BMPs will require an operations and maintenance plan. Certification stamped by a professional engineer stating that the BMP was installed in accordance with the project specifications.**
- **10% Minority Business Enterprise/Women Business Enterprise(MBE/WBE).** All state and federally funded projects in RI require the use of a MBE/WBE company for at least 10% of the grant amount. Start thinking about this at the beginning of the project period, not as an afterthought. MBE/WBE **must** be documented. Please include MBE/WBE documentation as a deliverable your list of Tasks, Schedules and Estimated Costs. RIDEM will retain 10% of your available grant funds pending delivery of all deliverables, including your MBE/WBE documentation.
- **All projects will require a final report prior to closeout and final payment.** You must submit a final report in the specified format (format will be provided at a later date) in order to process final payment. When you receive it, read over the format and start thinking about your final report at that time – your final report should not be an afterthought. Before/after photos should be included for all installed BMPs.

## Billing

- **All billing will be reimbursable by task and documentation of associated match must accompany each invoice.** Each task on the list of Task, Schedules and Deliverables must be completed and the deliverable turned in at the time of or prior to invoicing DEM for that task. Match associated with any task must also be completed prior to RIDEM paying any reimbursement request.
- **Invoices must include:**
  - A signed request for payment of a specific amount
  - A summary of all attached documentation and a clear tabular summary of all billed costs and associated match.
  - All documentation of billed costs/match (i.e. invoices marked “paid” by the town, copies cancelled checks) totaling the same amount as requested
  - Your deliverable(s) (if not already submitted) for that task.
- **All items in each invoice must match the task completed in the Scope of Work.** The more clear you are about exactly what you're billing for, the more quickly your invoice can be processed and paid.

- **What's eligible for reimbursement?**
  - The project scope of work and the budget will exactly spell out the items necessary to complete the project. Any item **on your budget sheet** that can be backed up with proper documentation **and is directly related** to the project is reimbursable (or can be used as match).
  - Government funds **cannot** be used to pay for food, entertainment, etc. Transportation costs are only reimbursed for travel back and forth to the site or for travel **directly** related to the project.

*Project Close-out*

- **All tasks must be completed and deliverables submitted and approved** (if applicable) **prior to the final project closeout.** This includes submission of a final report.
- **A final report is required prior to grant closeout and final payment.** RIDEM must receive a final report in the proscribed format (to be provided at a later date) before your grant is considered closed. The final report should not be an afterthought – give some thought to the kinds of things that should be in your final report at the beginning of the project period. Be sure to include before/after/during construction photographs if applicable.
- **Ten percent (10%) of project grant funds will be withheld** pending submission and approval of the final report. Once all deliverables have been received and approved, the final payment will be issued.

Remember – we're the government and we're here to help...no, really! Please feel free to call if you have any questions or need assistance (401) 222-4700. We're happy to assist.

Ernie Panciera - extension 7603  
 Betsy Dake – extension 7230  
 Deb Pelton – extension 7545  
 Jon Zwarg – extension 7205  
 Theodore Peters – extension 7705

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# MODEL TECHNICAL SCOPE OF WORK FOR STORMWATER ATTENUATION AND SOURCE REDUCTION STRATEGY

**TITLE:** Implementation of (*Waterbody*) Total Maximum Daily Load (TMDL): Stormwater Attenuation and Source Reduction Strategy for the (*Watershed, Sub-watershed or outfall catchment area*)

## I. PROBLEM / NEED TO BE ADDRESSED

The (*Waterbody*) and its tributaries: (*list tributaries and other waterbodies included in study*) are included on Rhode Island's 2006 303(d) List of Impaired Waters as impaired for (*pollutant(s)*). Rhode Island Department of Environmental Management has completed a TMDL addressing (*pollutant(s)*) concerns in the (*Waterbody*) watershed (including (*list tributaries*), [*Add TMDL specific language, e.g. "While elevated (pollutant) concentrations are detected at certain locations during dry weather conditions, the (pollutant) concentrations are highest and widely detected throughout the (Waterbody) watershed during wet weather conditions."*]) The major sources of (*pollutant*) include (*list all identified potential sources of contamination*).] The TMDL makes recommendations for actions to address these varying (wet and dry weather) sources, including a watershed-wide approach to improved stormwater management that combines pollution prevention with structural controls to reduce the discharge of pollutants and runoff volumes.

The (*Waterbody*) TMDL calls for a (*X %*) reduction in (*pollutant(s)*) concentrations (*or loads*) to meet water quality standards in (*Waterbody*). In addition to reducing the load of these pollutant(s) of concern, as well as sediments and other pollutants (bacteria, nutrients, metals, and hydrocarbons) commonly associated with urban runoff, upland attenuation of runoff has the secondary benefit of reducing overall stormwater runoff volumes discharged to (*Waterbody*) thus reducing peak flows and the potential for stream channel erosion and flooding. By infiltrating stormwater, groundwater recharge is increased thus augmenting streamflow during periods of no precipitation, and temperature impacts associated with warmed stormwater are reduced. Overall benefits of properly managed stormwater extend to improved aesthetic and habitat value of our state's waterbodies.

*(City/Town specify: "The (Waterbody) TMDL prioritizes pollution abatement at the following outfalls: " or "Based upon an assessment of identified discharges, the City/Town has determined the relative contribution of each to the pollutant(s) of concern and has prioritized the following outfalls for pollution abatement: "*

- *List outfall locations*

A comprehensive analysis of the prioritized outfall(s)' catchment area(s) is necessary to select cost effective, technically feasible and environmentally acceptable Best Management Practices (BMPs) and Pollution Prevention options to meet TMDL water quality targets. Because storm drainage systems owned by one municipality are often interconnected with storm drainage systems owned by another municipality, and/or the RI Department of Transportation, and may receive (surface or channelized) runoff from private properties, it is essential that all interested parties work cooperatively to effectively address identified stormwater issues. Consideration should be given to implementation of stormwater attenuation measures on private properties discharging to the publicly owned drainage system and outfall.

This project will conduct a catchment area-wide feasibility analysis of both upland and end-of-pipe stormwater attenuation (runoff volume and pollutant load reduction), and source reduction alternatives for the study area described as *(list project boundaries (roads, waterbodies, etc) associated with each outfall listed in Section I)*. The contractor will describe the process and rationale used to select BMPs to ensure that the TMDL provisions will be met. The study area of approximately (# of acres) represents a sub-drainage area of the (*Waterbody*) watershed which drains to a stormwater outfall(s) owned by (*City/Town or RIDOT*) located on (*street or other landmark*).

## II. NONPOINT SOURCE POLLUTION ADDRESSED

This project will culminate in the conceptual design of stormwater BMPs targeting wet weather sources of pollution causing (*pollutant*) impairments in the (*Waterbody*).

## III. PROJECT PLAN

The (*City/Town*) seeks proposals for engineering design services. (*City/Town incorporate language regarding procurement procedures to be followed in selecting the contractor.*)

The (*Waterbody*) TMDL has identified stormwater as a significant contributor to impairments observed in the (*Waterbody*), and its tributary streams, (*list tributaries and other waterbodies*). The consultant will conduct a survey of the roadways and associated rights of way, easements and adjacent publicly owned and other potentially available undeveloped properties within the study area, (*Cities/Towns may opt to also include parcel level analysis of private properties within the catchment area*) and assess the feasibility of:

- Pollution prevention measures (e.g. road maintenance (including street sweeping and catch basin cleaning), enclosures and other structural measures to prevent roosting or gathering of nuisance populations of birds and/or wildlife, and other good housekeeping measures (e.g., use of trash cans and/or pet waste mitts), disposal and handling of trash;
- Treating the water quality volume of runoff (1” times the impervious surface) using infiltration and/or other stormwater treatment practices:
  - Using the calculated groundwater recharge volume to determine pre-development conditions, incorporate the design of infiltration practices to reduce the volume of runoff generated. Strategies will integrate generally accepted and innovative stormwater drainage technologies with practices and techniques to reduce site imperviousness and increase stormwater infiltration (for more information on these techniques see US EPA publication # 841-B-00-002 titled “Low-Impact Development Hydrologic Analysis”); and
  - Treating up to the water quality volume (1”) of stormwater as close to the point of generation utilizing BMP designs effective at reducing sediments and identified pollutants of concern

Based upon the results of the feasibility analysis of BMP alternatives, the Consultant will prepare a Stormwater Attenuation and Source Reduction Strategy documenting the process and rationale used to select proposed locations and types of stormwater BMPs and other pollution prevention measures necessary and feasible to meet applicable TMDL Targets and to restore the natural hydrology of the study area to the extent possible, based upon the calculated groundwater recharge volume. In addition to the targeted pollutants, the selection and design of BMPs should also strive to mitigate the other impacts commonly associated with urban runoff described in Section I.

#### **IV. TASKS [include as necessary]**

##### **Task 1 – Map Drainage Area Contributing to Targeted Outfall(s) including any system interconnections for the following:**

- Stormwater outfall 1
- Stormwater outfall 2
- Stormwater outfall 3

**Deliverables:** Maps and supporting documentation

##### **Task 2 – Existing Drainage Area Survey and Feasibility Analysis**

For the *(City/Town owned roadways within the catchment area or entire catchment area including privately owned parcels)*, map and characterize existing conditions including:

- Elevations and contours (*scale to be specified by City/Town*), including severe slopes
- Existing drainage patterns
- Existing stormwater structures (e.g. catch basin type, pipe size and material type)
- Interconnections with private or other publicly owned stormwater systems

Utilizing readily available information and preliminary screening-level field investigations, map and analyze environmental features and siting constraints including:

- Soil types (including Hydrologic group)
- Infiltration rates
- Depth to groundwater (based on soils data and other readily available information)
- Surface waters
- Wetlands or other sensitive resources
- Rock outcroppings or shallow bedrock
- Buried utilities
- Public Wells within 400 ft of proposed BMP site(s)
- On-site septic systems within 100 ft of proposed BMP site(s)
- Associated rights of way, easements and adjacent publicly owned and other potentially available undeveloped properties in vicinity of existing stormwater infrastructure
- Description of downstream reach (channel and riparian area) impacted by stormwater outfall(s)

**Deliverables:** A series of maps, narrative and/or tabular presentation documenting feasibility analyses, and supporting documentation

##### **Task 3 – Groundwater Recharge Goal**

The groundwater recharge goal is intended to restore post-development groundwater recharge volumes to pre-development conditions by capturing and infiltrating stormwater runoff. Infiltrating stormwater will help to improve water quality while protecting water table levels in the surrounding areas. The groundwater recharge volume (GRV) is the post-development design recharge volume required to minimize the loss of annual pre-development groundwater recharge.

Calculate a catchment-area specific groundwater recharge goal for each targeted outfall(s) using the following equation:

$$\text{GRV} = (1'' * \text{F} * \text{A})/12$$

**GRV** = groundwater recharge volume (ac-ft)

**F** = recharge factor, see below

**A** = impervious area of catchment for each outfall (acres)

Hydrologic Soil Group	Recharge Factor, F
A	0.41
B	0.27
C	0.14
D	0

Meeting the recharge requirement can be accomplished through direct infiltration practices or via techniques to disconnect impervious areas such as disconnection of rooftop runoff and grading. Detention devices that temporarily detain runoff and then release it slowly over time to a surface water body cannot be used to satisfy the groundwater recharge requirement.

**Deliverables:** Expression of groundwater recharge goal, calculations and supporting documentation

#### Task 4 – Source Reduction Survey

Conduct a survey of the study area including the roadway network to identify pollution sources and/or associated activities likely to contribute to stormwater pollution (particularly of targeted pollutants) and recommend pollution prevention or good housekeeping measures to mitigate identified pollution sources. Consideration should be given to benefits of more frequent road or drainage structure maintenance (including street sweeping and catch basin cleaning), enclosures and other structural measures to prevent roosting or gathering of nuisance populations of birds and/or wildlife, and placement of pet waste mitt dispensers and/or trash cans, and other good housekeeping measures.

**Deliverables:** Survey results including tabular and narrative presentation of findings and recommendations, and supporting documentation

#### Task 5 – Conceptual (10%) Design

Considering easements, rights of way, and adjacent undeveloped land available for siting roadway stormwater BMPs (*and individual parcels, if study includes conceptual design of BMPs on private properties draining to selected outfall(s)*), prepare conceptual designs (10% design plans) of upland and/or end-of-pipe practices and techniques to manage stormwater using a series of integrated strategies that mimic and rely on natural processes. The type(s) of BMPs selected must to the extent feasible, maximize the treatment of identified pollutant(s) of concern, consistent with TMDL targets and restore the drainage area’s natural recharge rate based upon the calculated groundwater recharge goal for the catchment area(s). Where feasible, preference must be given to siting BMPs in upland areas where space is available to accommodate in-line or off-line approaches to treat or mitigate stormwater as close to the point of origin as possible. This should include conceptual site plans and details, including potential locations for the BMP’s, approximate sizes based on hydraulic loads, estimated construction costs, and an evaluation of the potential pollutant load reduction (*specifically including the TMDL identified pollutant(s) of concern and other pollutants generated from the study area*). Practices to be considered include but are not limited to:

- Sub-surface perimeter sand filters
- Bioretention systems including smaller rain garden cells
- Sidewalk storage
- Permeable pavers
- Vegetated swales, buffers, and strips
- Impervious surface reduction and disconnection
- Infiltration systems (surface and sub-surface)

**Deliverables:** Site plans, details, tabular presentation of findings, calculations and other supporting documentation

### **Task 6 – Stormwater Attenuation and Source Reduction Strategy**

Based upon the results of the feasibility analysis and source reduction survey, the Consultant will prepare a Stormwater Attenuation and Source Reduction Strategy documenting the process and rationale used to select proposed locations and types of stormwater BMPs and other pollution prevention measures necessary and feasible to meet applicable TMDL targets and to restore the drainage area's natural recharge rate based upon the calculated groundwater recharge goal for the catchment area(s). The strategy must document whether the goals of the project have been met – i.e. to identify and mitigate pollution sources, to capture and treat/infiltrate the water quality volume of runoff from the catchment area (1" times impervious surface area) consistent with applicable TMDL targets, and to restore groundwater recharge to pre-development conditions.

Based upon the BMP conceptual designs selected for the area, provide a tabular summary of all feasible options including for each BMP: aerial extent of roadways and other impervious surfaces and water quality runoff volume draining to each BMP (1" times the impervious area), volume of runoff captured/treated, water quality benefits (*specifically including the TMDL identified pollutant(s) of concern and other pollutants generated from the study area*), estimated costs, and identification of any obstacles to implementation. A discussion of how the City/Town has or will work cooperatively with operators/owners of the interconnected system must be included. The strategy will include a discussion of prioritized recommendations for the study area as a whole.

**Deliverables:** Written strategy including tabular summary of information, and supporting documentation. All pertinent engineering calculations and specifications for BMP options will be included in an appendix. A draft report will be submitted to the City/Town for review. A final report incorporating necessary revisions will be submitted after receiving comments. (*Note: If City/Town has received funding from RIDEM for the project, RIDEM approval of final report is required therefore, submittal of draft report to RIDEM for review is recommended.*)

### **Task 7 – Progress Meetings and Public Workshops**

Meetings (*frequency to be specified by City/Town*) must be held with project management to report on progress for the period of the study. Public meetings/workshops with (City/Town) officials and board members, RIDEM and as relevant, study area property owners, RIDOT, and other interested/applicable parties must be held at the start of the project and once the draft stormwater attenuation and source reduction strategy is completed to present and get feedback on the strategy.

**Deliverables:** Meeting minutes, list of attendees at public workshops

**V. SUMMARY TABLE**

The consultant must provide a summary of the project, by task, as outlined below:

<i>Tasks</i>	<i>Participants</i>	<i>Deliverables</i>	<i>Budget</i>	<i>Month</i>

**VI. CITY/TOWN PROJECT MANAGER**

(NAME)

(POSITION)

(##, STREET)

(TOWN / CITY), RI 028xx

Phone:

Fax:

E-mail:

# Nonpoint Source Program Quarterly Report

Example

Date of Quarterly Report: \_\_\_\_\_

Project Name: \_\_\_\_\_

Grantee: \_\_\_\_\_

Task #	Task	% Complete	\$ Spent to Date (Est.)	\$ Match to Date (Est.)
			\$	\$
			\$	\$
			\$	\$
<b>Totals</b>			\$	\$

Comments on progress made: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any problems encountered: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\* For RIDEM USE ONLY \*\*\*\*\*

Total 319 Funds: \_\_\_\_\_

Total State Funds: \_\_\_\_\_

Match Total Due: \_\_\_\_\_

	Date	Amount
Payments:	_____	_____
	_____	_____
	_____	_____

Balance of grant funds: \_\_\_\_\_

Balance of match owed: \_\_\_\_\_

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# Information Required for Load Reduction Determinations

## June 2007

The RI Nonpoint Source Pollution (NPS) Program is required to provide EPA with estimates of pollutant load reductions for projects that receive federal EPA §319 Grant funds to install NPS pollution best management practices (BMP's). EPA's target pollutants of concern are nitrogen, phosphorus, and sediment. To estimate pollutant load reductions, RI DEM uses a model called **STEPL** (v. 4.0), which stands for Spreadsheet Tool for Estimating Pollutant Load (*to read more or download the model, go to <http://it.tetrattech-ffx.com/step1/>*). The model uses algorithms to calculate nutrient and sediment loads from different land uses and the load reductions that would result from the implementation of best management practices in a watershed. The annual sediment load is calculated based on the Universal Soil Loss Equation (USLE) and the sediment delivery ratio. The sediment and pollutant load reductions are computed using known BMP efficiencies.

To assist DEM with reporting results from your project, please fill out the information in the form below. All information is required. Fill out a separate form for each individual contributing area (subwatershed) for which you have installed a BMP or series of BMP's. DEM will run STEPL for your project to generate estimates of pollutant reductions.

### 1. Contact Information

Your name: \_\_\_\_\_  
Your position or role in this project: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Date: \_\_\_\_\_

### 2. Project Title, Location & Maps

Please provide project location information below and include maps, at whatever scale is appropriate, to show the street location of your BMPs and the boundaries of the contributing area to your BMP(s), i.e., contributing watershed or subwatershed.

Project title: \_\_\_\_\_  
City/Town where project is located: \_\_\_\_\_  
Receiving waterbody impacted by runoff  
from the area contributing to your BMP(s): \_\_\_\_\_

### 3. BMP Information

For each BMP or series of BMP's that fall within one contributing area (*reminder: please use a separate form for each watershed contributing to a BMP(s)*), please provide the following:

1. Unique name/number of BMP: \_\_\_\_\_
2. Address or location (include lat/long coordinates if you have them): \_\_\_\_\_
3. Description (type) of BMP: \_\_\_\_\_
4. Date each BMP was completed: \_\_\_\_\_

#### 4. Pollutant Removal Information

*For each BMP or series of BMP's, what is the estimated pollutant removal capability/efficiency for each pollutant of concern?*

*Report as percent removal efficiency – e.g. N:60% P:40% Sediment:80%*

*BMP Type:* \_\_\_\_\_

*N:* \_\_\_\_\_

*P:* \_\_\_\_\_

*Sediment:* \_\_\_\_\_

*Other pollutants of concern (list if you have this information):* \_\_\_\_\_

*What is the basis for your estimate (existing data, model, other)?* \_\_\_\_\_

If you have more than 1 type of BMP for your project, please list the pollutant reduction efficiencies for each type of BMP.

NOTE: If the format of this form does not work for your project, please feel free to report the required information in a form that suits your needs. We welcome suggestions that will make this task as simple and clear as possible.