



NONPOINT SOURCE 2017 Grant Program Guidelines

**Clean Water Act section 319(h) &
Timber Regulation and Forest Restoration Fund**

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Contents

Section A: General Information	4
Availability of Funds	4
Application, Review, and Selection Process.....	4
Concept Proposals.....	4
Full Proposals	4
Project Eligibility Requirements	5
Funding Match Requirement	7
Match Reduction/Waiver	8
Grant Agreement	8
Reimbursement of Costs.....	9
Project Effectiveness.....	9
Human Right to Water.....	9
Section B: 2017 NPS Program Preference List	10
North Coast (Region 1)	10
San Francisco (Region 2).....	11
Central Coast (Region 3).....	13
Los Angeles (Region 4).....	15
Central Valley (Region 5)	16
Lahontan (Region 6)	18
Colorado River (Region 7).....	20
Santa Ana (Region 8).....	21
San Diego (Region 9).....	22
Section C: Concept Proposal Requirements	24
CONCEPT PROPOSAL NARRATIVE (ATTACHMENT A)	24
Section 1. Watershed and Project Description (10 points possible).....	24
Section 2. Project Effectiveness (5 points possible)	24
Section 3. Watershed Approach (23 pts possible).....	26
Section 4. Project Team, Administration, and Partners (10 points possible).....	27
Section 5. Readiness to Proceed (5 points possible)	28

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section 6. Project Financing and Funding Match (15 points possible).....	28
Section 7. Adaptability/Transferability (4 points possible).....	29
Section 8. Environmental Justice and Human Right to Water (1 point for yes, 0 points for no)	29
MAPS (ATTACHMENT B) (5 pts).....	29
BUDGET INFORMATION (ATTACHMENT C)	29
Section D: Full Proposal Requirements.....	31
Attachment A: Response to Reviewer Comments (10 points possible)	31
Attachment B: Project Description and Watershed Approach (23 points possible)	31
1. Project Relationship to the Water Quality Impairment, TMDL Implementation (for CWA section 319 proposals only), and Technical Basis (15 points possible)	31
2. Watershed Approach and Stakeholder Involvement (5 points)	33
3. Outreach and Education (3 points).....	33
Attachment C: Scope of Work and Table of Deliverables (15 points possible).....	33
Attachment D: Schedule (5 points possible).....	34
Attachment E: Budget Tables, and Match (or Waiver) (5 total points possible).....	34
Attachment F: Letter(s) of Match Commitment, or Waiver of Match for Disadvantaged Communities (5 total points possible).....	34
Attachment G: Project Performance Measures Table (5 points possible)	35
Attachment H: Nine-element Verification Table (5 points possible)	35
Attachment I: Environmental Clearance Checklist (1 point possible)	35
Attachment J: Additional attachments (optional).....	35
Appendices	36
Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h)	36
Appendix 2: Definitions	39
Appendix 3: Environmental Review Process	44
Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities	50
Appendix 5: Project Assessment and Evaluation Plan	54
Appendix 6: Grant Coordinators List – CWA 319(h) and Timber Fund	56

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section A: General Information

Availability of Funds

The State Water Resources Control Board (State Water Board) is accepting applications for the 2017 Nonpoint Source (NPS) Grant Program. The NPS Grant Program is comprised of funds from a U.S. EPA Clean Water Act section 319(h) (CWA 319) grant to the State Water Board, and from the Timber Regulation and Forest Restoration Fund (Timber Fund) made available to the State Water Board through the FY 17/18 California Budget Act.¹ Applicants may apply for one or both of these sources of money provided projects meet the eligibility requirements described in these guidelines. The eligibility requirements for the CWA 319 money and the Timber Fund money are the same, unless specifically noted.

Application, Review, and Selection Process

The application process consists of a concept proposal phase and a full proposal phase with different application requirements for each phase. Applicants must submit the concept and full proposals using the State Water Board Financial Assistance Application Tool (FAAST): <https://faast.waterboards.ca.gov/>.

Concept Proposals

Applicants are required to complete a concept proposal per the guidelines in Section C: Concept Proposal Requirements. Applicants must successfully upload all concept proposal material, including attachments and supporting documentation, to FAAST by the submittal deadline. If the applicant submits any material after the deadline, the concept proposal will be disqualified. To avoid possible disqualification, applicants are strongly urged to begin submittal well ahead of the deadline and allow adequate time to upload all attachments.

Review Process

Each complete and eligible concept proposal will be reviewed by a technical review panel (Review Panel) consisting of staff from Regional Water Quality Control Boards (Regional Water Boards), the State Water Board, and the U.S. EPA using the criteria described in Section C: Concept Proposal Requirements. The Review Panel will score the projects and meet as a group to discuss and evaluate the proposals. The Review Panel will identify the most competitive, eligible projects, and invite applicants of those projects to submit full proposals. The number of projects invited back will represent at least 125% of available grant funds. State Water Board staff will post to the State Water Board's [NPS Grant Program webpage](#) the list of project applicants invited to submit full proposals.

Full Proposals

Applicants invited to submit full proposals are required to follow the guidelines in

¹ Availability of funds from the FY 17/18 Timber Fund is contingent on legislative approval of the budget change proposal (BCP) submitted by the State Water Board.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section D: Full Proposal Requirements. Applicants must successfully upload all full proposal material, including attachments and supporting documentation, to FFAST by the submittal deadline. If the applicant submits any material after the deadline, the full proposal will be disqualified. To avoid possible disqualification, applicants are strongly urged to begin submittal well ahead of the deadline and allow adequate time to upload all attachments.

Applicants who are selected to submit a full proposal will be required to address comments and questions that the Review Panel identified during the concept proposal review. Project applicants will have the opportunity to discuss these comments and questions with the Review Panel prior to submitting the full proposal. If the applicant does not address comments and questions from the Review Panel, the full proposal may be disqualified. Project applicants who are selected to submit a full proposal will also be required to include some of the same information in the full proposal that was required for the concept proposal, and to update that information accordingly if changes are made between the concept and full proposal.

Review Process

The full proposal application, review, and selection process will be the same as the concept proposal process. The Review Panel will evaluate and score full proposals using the criteria described in

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section D: Full Proposal Requirements . The Review Panel will score the projects, and meet as a group to discuss and evaluate the proposals. The Review Panel will identify which proposals to approve for funding. In general, the Review Panel will consider the overall benefit of the proposed project and likelihood of the project to succeed. The Review Panel will evaluate full proposals for consistency with the information submitted in the concept proposal. Major changes to the proposed project between the concept and full proposal may disqualify the applicant or affect the project’s competitiveness, unless the applicant provides adequate justification for the changes, or the Review Panel requested the changes. The Review Panel will send a list of recommended projects for each funding source to the State Water Board Executive Director for approval. The approved list of funding projects will be posted on the [NPS Grant Program webpage](#).

Project Eligibility Requirements

Project eligibility requirements are described below. For additional information, contact the appropriate person listed in Appendix 6: Grant Coordinators List.

Table 1: Project Criteria

CWA 319 Projects	Timber Fund Projects
<ul style="list-style-type: none"> • Must address NPS Program Preferences (Section B: 2017 NPS Program Preference List). • Minimum funding request must be \$250,000. • Maximum funding request must be \$800,000.² • Maximum grant project period is three years. • Meet funding match requirements. • May contain education/outreach <u>only</u> if it is a secondary component of a project. 	
<ul style="list-style-type: none"> • Applicants must have appropriate water conservation and efficiency programs in place as a condition of the grant award. Examples of water conservation and efficiency programs are available here. • Projects must have a minimum useful life of 20 years unless the applicant provides a justification to reduce the minimum useful life based on practicable service life of proposed management measures and management practices. 	
<ul style="list-style-type: none"> • Must implement on-the-ground management measures (MMs) and/or management practices (MPs) that contribute to the restoration of NPS-impaired surface waters and groundwater by controlling NPS pollution, through reduced pollutant loads or concentrations as called for in an adopted or nearly adopted TMDL 	<ul style="list-style-type: none"> • Must implement forest management measures⁴ that demonstrate water quality improvements on forest lands in watersheds with State Responsibility Area⁵ • Must demonstrate water quality improvement

² Total cost of a project including match can exceed \$800,000, but grant amount is limited to \$800,000.

⁴ http://www.waterboards.ca.gov/water_issues/programs/nps/encyclopedia/2_forest.shtml

⁵ As delineated by the Department of Forestry and Fire Protection – Fire and Resource Assessment Program: http://frap.cdf.ca.gov/projects/sra_mapping/sra_2015.php

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

CWA 319 Projects	Timber Fund Projects
<ul style="list-style-type: none"> • Must include on-the ground NPS pollutant reduction practices that achieve quantifiable water quality benefits for one of the NPS Program Preferences. • Must be identified in watershed plans (see Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h)). • May include project-level planning, design, construction, construction management, and monitoring to evaluate project effectiveness. <p><u>Ineligible Projects for CWA section 319 funds include:</u></p> <ul style="list-style-type: none"> • Projects or activities required by or that implement a National Pollutant Discharge Elimination System permit, including urban, area-wide stormwater programs covering discharges from a Storm Sewer System, and general industrial and construction stormwater permits, or an order applicable to regulated stormwater discharges under CWA section 402(p)³ • Projects necessary to satisfy an enforcement or civil settlement or judicial order • Projects that connect individual septic system to a community sewer system • Projects in watersheds that lack nine-element watershed-based plans (see Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h)); or • Projects that are either entirely or primarily education and outreach 	<p><u>Ineligible Projects for Timber Funds include:</u></p> <ul style="list-style-type: none"> • Timber Funds shall not be used to pay for or reimburse any requirements, including mitigation of a project proponent or applicant, as a condition of any permit required by the Forest Practice Act and Forest Practice Rules.⁶ However, Working Forest Management Plans or Nonindustrial Timber Management Plans will not be summarily denied on the basis that the project is a required condition of the plan.⁷

Funding Match Requirement

Proposals for both the CWA 319 grant and Timber Fund must include a funding match, unless

³ Projects may address urban stormwater activities that do not directly implement a final NPDES permit or order applicable to regulated stormwater discharges under CWA section 402(p). EPA has final approval authority of all projects to be funded using CWA section 319 funds.

⁶ Public Res. Code, § 4629.8(b).

⁷ Public Res. Code, § 4597.19.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

State Water Board staff approve a waiver of match. For CWA 319 projects, “funding match” means funds made available by the applicant from non-state sources (i.e., federal or local funds). For Timber Fund projects, “funding match” means funds made available by the applicant from either state or non-state sources. Funding match may include but is not limited to donated funds, other grants, volunteer services, and in-kind services.

The funding match is calculated based on total **eligible** project cost, or the requested grant amount plus match. All projects require a minimum match of 25% (except individual septic system upgrades which require a minimum match of 75%) of the total project cost. Where project funding match is not calculated correctly during the concept proposal phase, the applicant will be notified of the need to make corrections. If the match calculations are not corrected in the full proposal, this may result in the proposal being disqualified.

Tables 2 and 3 are examples of calculated funding match for projects and projects with septic system upgrades, respectively.

Table 2: Match Requirement Example

Example Grant Match: Agency A is submitting a proposal with a total project cost of \$350,000 and is required to meet the 25% match for the total cost of the project (\$350,000).

Total Project Cost = \$ 350,000

Funding Match = $0.25 \times \$350,000 = \$87,500$

Grant Request = $\$350,000 - \$87,500 = \$262,500$

Table 3: Match Requirement Example (Septic System Upgrade)

Example Grant Match: Agency A is submitting a proposal with a total project cost of \$800,000 and is required to meet the 75% match for the total cost of the project (\$800,000).

Total Project Cost = \$ \$800,000

Funding Match = $0.75 \times \$800,000 = \$600,000$

Grant Request = $\$800,000 - \$600,000 = \$200,000$

Note: The State Water Board reserves the discretion to review and approve funding match expenditures.

Applicants must include letters of commitment to demonstrate funding match in the full proposal submittal. The grantee may start using their funding match after they have been formally notified by email from the State Water Board that their project has been approved for funding. However, using the funding match before the grant agreement is executed is at the risk of the grantee. The funding match cannot be used to cover expenses incurred during the development of the FAAST application and proposals.

Match Reduction/Waiver

The funding match requirement may be waived or reduced for projects that directly benefit a disadvantaged community. A disadvantaged community is defined as a community with an annual median household income that is less than 80% of the statewide annual median

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

household income. (Wat. Code, § 79505.5(a).) The requirements for funding match waivers and reductions are set forth below and in Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities.

Information needed to substantiate a request for funding match waiver/reduction is not required in the concept proposal application although applicants must identify the *intent* to apply for a funding match waiver/reduction in the concept proposal phase. If the applicant applies for a waiver or reduction in funding match in the full proposal, then the applicant will be required to identify representatives of the disadvantaged community who have been or will be involved in the planning and/or implementation process. Information needed to substantiate a request for funding match waiver or reduction is required when submitting a full proposal. During the full proposal phase, State Water Board staff will review and make the final determination on funding match waiver or reduction eligibility.

Grant Agreement

Grant applications that are approved for funding will work with their Regional Water Board's NPS Program and Grant Coordinators as well as State Water Board Division of Financial Assistance and Division of Water Quality staff in the development of the grant agreements for the project. Final grant agreements are not executed until signed by authorized representatives of the grantee and the State Water Board Division of Financial Assistance's Deputy Director. To understand the format and content of grant agreements, please see the [NPS Grant Program webpage](#) for grant agreement templates from 2016. The actual templates used for 2017 projects are subject to change based on new conditions in the 2017 CWA 319 grant and Timber Fund guidelines, and changes to federal and state law.

During grant agreement development, grant recipient responsiveness to and timely submission of any requested information by the State Water Board and Regional Water Boards (Water Boards) will consequently support a timely funding process. Lack of responsiveness during grant development (i.e., prior to finalizing and executing a grant agreement) may result in withdrawal of the grant award. If this occurs, funds will be made available to un-funded competitive projects at the discretion of the State Water Board.

Reimbursement of Costs

Only direct costs related to the project are allowed. Only work performed within the terms and scope of work of the grant agreement will be eligible for reimbursement. These may include reasonable costs for engineering design, legal fees, preparation of environmental documentation, environmental mitigation, pre and post project monitoring, and project implementation.

Costs that are not reimbursable with grant funding include, but are not limited to:

- a) Costs incurred outside the terms of the grant agreement with the State;
- b) Operation and maintenance costs;

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- c) Purchase of equipment not integral to the project;
- d) Establishing a reserve fund;
- e) Replacement of existing funding sources for ongoing programs;
- f) Expenses incurred in preparation of the FFAST application, concept proposal, and/or full proposal;
- g) Payment of principal or interest of existing indebtedness or any interest payments unless the debt is specifically authorized under the grant agreement, the State Water Board agrees in writing to the eligibility of the costs for reimbursement before the debt is incurred, and the purposes for which the debt is incurred are otherwise reimbursable project costs;
- h) Advance funds will not be provided, although funding match may be used in advance of grant execution at the applicant's risk. Funding match requirements are discussed in the Funding Match Requirement and Match Reduction/Waiver sections above, as well as Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities.

Project Effectiveness

If approved for funding and upon execution of the grant agreement, grantees will be required to create a Project Assessment and Evaluation Plan (PAEP) (see Appendix 5: Project Assessment and Evaluation Plan for further information). In the concept and full proposals, applicants must identify how they will determine the success of their project.

Human Right to Water

This funding program supports the human right to water through providing funding to address TMDLs in watersheds throughout the state, thereby improving source water and reducing eventual costs to treat the water for drinking and other domestic uses.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section B: 2017 NPS Program Preference List

North Coast (Region 1)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Russian River Watershed	<u>Pathogens/Bacteria</u> : Implement management measures or practices to reduce pathogen or bacteria discharges to surface waters in the Russian River Watershed.
Sediment-Impaired Watersheds in the North Coast Region	<u>Sediment from Unpaved Roads</u> : Implement management measures or practices to reduce sediment discharges to surface waters from unpaved roads in any sediment-impaired watershed in the North Coast Region with the nine elements of a watershed-based plan.
Temperature-Impaired Watersheds in the North Coast Region	<u>Temperature Reduction Projects</u> : Implement management measures or practices to reduce instream water temperatures through tailwater reduction, cold water spring connection, rainwater capture, offstream storage, recharge, flow augmentation, and/or riparian shade restoration projects in any temperature-impaired watershed in the North Coast Region with the nine elements of a watershed-based plan.
Upper Klamath River Basin and/or Lost River Watershed	<u>Nutrients</u> : Implement management measures or practices to reduce nutrient discharges to surface waters in the Upper Klamath River Basin and/or the Lost River Watershed in Oregon and/or California. Examples include direct source control and wetland treatment projects.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

San Francisco (Region 2)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Tomales Bay (including tributaries)	<u>Pathogens</u> : Design and implement management measures/management practices according to ranch water quality plans (Ranch Plans), manure management plans (Manure Plans), and nutrient management plans (Nutrient Plans) developed to comply with grazing waiver, dairy and equestrian facility permit requirements.
	<u>Sediment</u> : Design and implement sediment reduction management measures/management practices as per Lagunitas Creek sediment TMDL, including but not limited to: creation of floodplain and secondary channels, the addition of large woody debris (LWD), and road sediment reduction projects.
Walker Creek	<u>Mercury</u> : Implement management measures/management practices according to Ranch Plans developed to comply with the grazing waiver and dairy permit requirements.
Sonoma Creek	<u>Pathogens</u> : Design and implement management measures/management practices according Ranch Plans, Manure Plans and Nutrient Plans developed to comply with grazing waiver and dairy permit requirements.
Sonoma Creek	<u>Sediment</u> : Develop and implement vineyard management plans per the Sonoma Creek sediment TMDL.
	<u>Sediment</u> : Develop and implement road sediment reduction plans and management practices per the Sonoma Creek sediment TMDL
Sonoma Creek	<u>Sediment</u> : Implement reach-scale projects to restore stream-riparian habitat complexity and connection to floodplains, and to balance fine and coarse sediment budgets per the Sonoma Creek sediment TMDL.
Napa River	<u>Sediment</u> : Develop and implement vineyard management plans per the Napa River sediment TMDL.
	<u>Sediment</u> : Implement reach-scale projects to restore stream-riparian habitat complexity and connection to floodplains, and to balance fine and coarse sediment budgets per the Napa River sediment TMDL.
	<u>Sediment</u> : develop and implement rural road sediment reduction plans and management practices per the Napa River sediment TMDL.
Guadalupe River (including tributaries)	<u>Mercury</u> : Develop and implement mining waste remediation and erosion control per the Guadalupe River Mercury TMDL.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

TMDL Watershed	Implementation Projects TMDL Constituent(s)
	<u>Mercury</u> : Develop and implement stream bank stabilization projects to reduce mercury discharges.

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2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Central Coast (Region 3)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Pajaro	<p><u>Nutrients:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g., Pajaro, Watsonville, Pinto, Tequisquita, Llagas, Carnadero, Uvas, and/or San Juan) to reduce or mitigate for nutrient discharges to impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Update, as needed, streamlined permit for implementation projects.</p> <p><u>Pesticides and Toxicity:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g., Pajaro, Llagas downstream of reservoir) to reduce or mitigate for toxicity and pesticide discharges to impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Update, as needed, streamlined permit for implementation projects.</p>
Salinas (Lower)	<p><u>Nutrients:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g., Moro Cojo Slough, Blanco Drain, Old Salinas River/Tembladero and its upstream tributaries such as Reclamation Canal, Gabilan Creek, Santa Rita Creek, Natividad Creek, Alisal Creek, Espinosa Slough, Alisal Slough, and/or Merrit Ditch and in Quail Creek and/or Chualar Creek) to reduce or mitigate for nutrient discharges to impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Establish streamlined permit for implementation projects.</p> <p><u>Pesticides and Toxicity:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g. Old Salinas River, Tembladero, Salinas Reclamation, Alisal, and/or Quail) to reduce or mitigate for toxicity and pesticide discharges to impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Establish streamlined permit for implementation projects.</p>

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Santa Maria / Oso Flaco	<p><u>Nutrients:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g. Oso Flaco, Orcutt/ Solomon, Bradley, Main Street Canal, Green Valley and/or Lower Santa Maria) to reduce or mitigate for nutrient discharges to impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Establish streamlined permit for implementation projects.</p> <p><u>Pesticides and Toxicity:</u> Implement management measures in some or all of the priority TMDL subwatersheds (e.g. Oso Flaco, Orcutt/Solomon, and/or Lower Santa Maria) to reduce or mitigate for toxicity, and pesticide and sediment discharges to/in impaired waterbodies. Implement stream buffers along priority waterbodies to improve riparian and aquatic habitats, pollutant filtration, and watershed functions. Establish streamlined permit for implementation projects.</p>
Streams supporting anadromous fisheries	<p>Implement management measures for healthy aquatic habitat protection, through the correction of degradation and the restoration of riparian buffer areas along sensitive and/or unimpaired waterbodies, to support all designated beneficial uses, particularly those supporting threatened and endangered anadromous fisheries (e.g., Arroyo Grande, Arroyo Seco, Big Sur, Llagas, San Vicente, Scott, Gazos, Sisquoc, San Luis Obispo) to implement activities aligned with existing watershed-based plans and to meet all water quality objectives and TMDL requirements. Establish and utilize wetland and riparian assessment protocols to identify sites and evaluate project effectiveness.</p>

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Los Angeles (Region 4)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Calleguas Creek	<u>Nutrients and Pesticides</u> : Implement at individual farms or regional sites: sediment retention management practices, infiltration management practices, biofiltration management practices, tile drain treatment facilities, irrigation management practices, and nutrient management practices.
Santa Clara River	<u>Nutrients and Pesticides</u> : Implement at individual farms or regional sites: sediment retention management practices, infiltration management practices, biofiltration management practices, tile drain treatment facilities, irrigation management practices, and nutrient management practices.
McGrath Lake	<u>Pesticides</u> : Implement at individual farms or in Central Ditch: sediment retention management practices, infiltration management practices, biofiltration management practices, tile drain treatment facilities, irrigation management practices, and nutrient management practices.
Ventura River	<u>Nutrients and Pesticides</u> : Implement at individual farms or regional sites: sediment retention management practices, infiltration management practices, biofiltration management practices, tile drain treatment facilities, irrigation management practices, and nutrient management practices.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Central Valley (Region 5)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Sacramento-San Joaquin Delta	<u>Mercury</u> : Implement best management practices (MPs) to minimize methylmercury production and discharge from irrigated agriculture, managed wetlands, and open water in the Delta and Yolo Bypass. <u>Chlorpyrifos, Diazinon and Pyrethroids</u> : Implement MPs to reduce toxicity and pesticide discharges to impaired waterbodies.
San Joaquin River	<u>Chlorpyrifos, Diazinon and Pyrethroids</u> : Implement MPs to reduce toxicity and pesticide discharges to impaired waterbodies. <u>Salt</u> : Implement a real-time water quality management program for the entire San Joaquin River basin to export the maximum amount of salt out of the basin while at the same time meeting the EC water quality objectives. <u>Dissolved oxygen</u> : Implement MPs in upstream watershed (lower San Joaquin River and tributaries) to reduce nutrient discharges (aqueous and sediment-bound) upstream of the impaired reach of the Stockton Deep Water Ship Channel; implement MPs according to Irrigated Lands Regulatory Program management plans. <u>Selenium</u> : Implement activities that reduce the discharge of subsurface agricultural drainage from the Grassland Watershed to the San Joaquin River. Examples of such activities are described in the Westside Regional Drainage Plan.
Mercury-Impaired Reservoirs in the San Joaquin River Watershed	<u>Mercury</u> : Implement best management practices to minimize erosion and transport of mercury-contaminated sediments.
Clear Lake	<u>Mercury</u> : Implement best management practices to minimize erosion and transport of mercury-contaminated sediments. <u>Nutrients</u> : Implement best management practices to minimize erosion and transport of phosphorus.
Sacramento River	<u>Chlorpyrifos, Diazinon and Pyrethroids</u> : Implement MPs to reduce toxicity and pesticide discharges to impaired waterbodies.
Mercury-Impaired Reservoirs in the Sacramento River Watershed	<u>Mercury</u> : Implement best management practices to minimize erosion and transport of mercury-contaminated sediments.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Cache Creek	<u>Mercury</u> : Implement best management practices to minimize erosion and transport of mercury-contaminated sediments.
<i>Timber Fund Projects</i> Central Valley Region with SRA	Implement forest management measures on forest lands in the Central Valley Water Board boundaries with SRA.

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2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Lahontan (Region 6)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Blackwood Creek	<u>Sediment and Nutrients</u> : Implement management measures to reduce sediment discharges such as watershed restoration, enhancement, and protection projects targeting nutrients and sediment; riparian restoration, and stream bank stabilization projects to reduce sediment and nutrient sources.
Carson River, West Fork	<u>Nitrate, nitrogen, phosphorus, sulfates, TDS, turbidity, fecal coliform, chloride</u> : Implement management measures to reduce nutrient, and sediment discharge and to reduce contamination by fecal coliform. Projects may include watershed restoration enhancement, riparian restoration, stream bank stabilization, and grazing exclusion fencing.
Indian Creek Reservoir	<u>Nutrients</u> : Implement management measures to reduce nutrient discharges such as watershed restoration, enhancement, and protection projects targeting nutrients; engineered nutrient treatment/ removal (passive or active), projects; or full-scale implementation, nutrient management/control projects.
Squaw Creek	<u>Sedimentation</u> : Implement management measures to reduce sediment discharges such as watershed restoration, enhancement, and protection projects targeting sediment; riparian restoration, and stream bank stabilization projects to reduce sediment sources.
Tahoe, Lake	<u>Nutrients and Fine Sediment</u> : Implement management measures to reduce nutrient and fine sediment discharges such as watershed restoration, enhancement, protection projects targeting nutrients and fine sediment.
Truckee River (Bronco and Gray Creeks)	<u>Sediment</u> : Implement management measures to reduce sediment discharges in reach of river from Lake Tahoe dam through Town of Truckee such as watershed restoration, enhancement, and protection projects targeting sediment; riparian restoration and stream bank stabilization projects to reduce sediment sources.
Truckee River, Upper	<u>Sediment</u> : Implement management measures to reduce sediment discharges in reach of river from Lake Tahoe dam through Town of Truckee such as watershed restoration, enhancement, and protection projects targeting sediment; riparian restoration and stream bank stabilization projects to reduce sediment sources.
Ward Creek	<u>Nutrients and Sediment</u> : Implement management measures to reduce nutrient and sediment discharges such as watershed restoration, enhancement, and protection projects targeting nutrients and sediment; riparian restoration and stream bank stabilization projects to reduce sediment and nutrient sources.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

TMDL Watershed	Implementation Projects TMDL Constituent(s)
<p><i>Timber Fund Projects</i> SRA within the Lahontan Region are in the Truckee River and Susan River Watersheds</p>	<p>Implement forest management measures on forest lands in watersheds within SRA. Project must demonstrate water quality improvement.</p>

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2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Colorado River (Region 7)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Alamo River (International Boundary to Salton Sea)	<u>Sediment</u> : Implement management measures in TMDL-required water quality management plans (Water Management Plans) and for agricultural drain discharges to reduce pollutants in impaired water bodies.
New River	<u>Sediment</u> : Develop and implement TMDL-required Water Management Plans and other management measures for agricultural drain discharges to reduce pollutants in impaired water bodies. <u>Bacteria, Trash, Dissolved Oxygen</u> : Develop and implement projects contained in the <u>Strategic Plan: New River Improvement Project</u> . ¹
Imperial Valley Drains	<u>Sediment</u> : Develop and implement TMDL-required Water Management Plans and other management measures for agricultural drain discharges to reduce pollutants in impaired water bodies.
Coachella Valley Storm Channel	<u>E.coli</u> : Develop and implement TMDL-required Water Management Plans and other management measures to reduce pollutants in impaired water bodies.

¹ California-Mexico Border Relations Council. 2011. *Strategic Plan: New River Improvement Project*. Prepared by the New River Improvement Project Technical Advisory Committee.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Santa Ana (Region 8)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Newport Bay – Upper	<u>Copper, Metals, Pathogens, Sediment, Organochlorine Compounds:</u> Implement projects to control ambient and 'natural' known sources of impairments; implement sediment control projects in areas not subject to the municipal separate stormwater sewer system permit (Municipal Stormwater Permit).
Newport Bay – Lower	<u>Copper, Metals, Pathogens, Organochlorine Compounds:</u> Implement projects to control sources of impairments; implement source control projects.
Rhine Channel, Lower Newport Bay	<u>Metals, Organochlorine Compounds:</u> Implement projects to further reduce contaminated sediments.
San Diego Creek Reach 1 and 2	<u>Organochlorine Compounds (Reach 1 only), Nutrients, Sediments, Pathogens, Selenium:</u> Implement projects to control ambient and 'natural' known sources of impairments; implement sediment source control projects in undeveloped, open-space watersheds upstream of areas subject to the Municipal Stormwater Permit.
Big Bear Lake	<u>Nutrients (and sediment to which nutrients bind):</u> Implement nutrient and sediment control and source control management practices in undeveloped, open-space and in watersheds upstream of areas subject to Municipal Stormwater Permit. Programs and/or projects that restore and/or improve native aquatic habitats in Big Bear Lake to remove excess nutrients.
San Jacinto River/Canyon Lake	<u>Nutrients, Pathogens:</u> Implement a program to reduce nutrient loading to San Jacinto River and/or Canyon Lake, including implementation of management practices identified in the <i>Agricultural Nutrient Management Plan</i> . Implement projects to control failing on-site septic tank systems.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

San Diego (Region 9)

TMDL Watershed	Implementation Projects TMDL Constituent(s)
Shelter Island Yacht Basin	<u>Pollutant(s):</u> Copper Implement management practices to reduce copper loading from boats such as replacing copper-based antifouling paint with non-toxic coating.
Rainbow Creek	<u>Pollutant(s):</u> Nitrate and phosphorus ⁸ Implement management practices consistent with the requirements of the Regional Water Board's general WDRs for irrigated lands and nurseries (RB9 - Agriculture WDRs).
Beaches in San Diego Region	<u>Pollutant(s):</u> Indicator bacteria Prioritize nonpoint sources of bacteria impacting one or more of the Region's beaches such as horse ranches, dairies and dog beaches, develop a management measure implementation plan and implement best management practices to address the highest priority source at one of the identified beaches, consistent with the requirements of the RB9 - Agricultural WDRs .
Baby Beach in Dana Point Harbor	<u>Pollutant(s):</u> Indicator bacteria ⁹ Prioritize nonpoint sources of bacteria such as horse ranches, dairies and dog beaches and develop a management measure implementation plan that implements best management practices to address the highest priority source.
Tijuana River	<u>Pollutant(s):</u> Sediment and trash Prioritize nonpoint sources of sediment and trash, develop a management measure implementation plan and implement best management practices to address a high priority source at one of the identified beaches.

⁸ Land uses are prioritized based on ambient monitoring data results and proximity to the creek. Actual load amounts from non-urban residential sources are lower in priority than agricultural land uses because the residential properties in this watershed are homes with orchards on the properties not the typical suburban neighborhood with manicured lawns and sidewalks, rendering their potential to contribute sources of nitrate and phosphorus lower than that of agriculture. Orchards are lower in priority for phosphorus because of limited phosphorus transport due to low erosion.

⁹ In the Lower San Juan HSA, San Luis Rey HU, San Marcos HS, and San Dieguito HA watershed agriculture, livestock, and horse ranch facilities generate more than 5% of the total wet weather load for all three-indicator bacteria.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

State Water Board

Watersheds	Implementation Projects TMDL Constituent(s)
<p>USGS HUC 12 Watersheds with <i>State Responsibility Areas</i>¹⁰ with project sites defined as <i>Forest Land</i>¹¹</p>	<p>The projects address one or more of the following pollutants: Sediment, Temperature, Nutrients, or Pesticides</p> <p>Projects:</p> <p>Projects that can demonstrate water quality improvement through the application of Forest Management Measures. Examples of projects include ownership-wide erosion control, road management, riparian restoration, groundwater dependent ecosystems, nutrient management, riparian fuel management, and/or post fire rehabilitation.</p> <p>Along with implementation work, the projects may include one or more of the following components:</p> <ul style="list-style-type: none"> • Implementation Project Planning, Design, and Permitting • Demonstration and Evaluation of Adaptive Management Response to Current or Past Forestry Management Measures

¹⁰ As described in Pub. Res. Code §§ [4125 and 4126](#).

¹¹ As defined in Pub. Res. Code § [12220\(g\)](#).

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section C: Concept Proposal Requirements

A complete (15 page limit) concept proposal consists of the following materials.

- FAAST Concept Proposal Questionnaire: A general questionnaire in [FAAST](#), which includes a brief project description, eligibility questions, and short-answer questions;
- Concept Proposal Narrative (Attachment A): Up to 11 pages of narrative about the watershed and project;
- Up to 3 pages of maps (Attachment B)
- Budget Table (Attachment C)

ATTACHMENT A: CONCEPT PROPOSAL NARRATIVE

Complete a project narrative. Include the title "Concept Proposal", the FAAST PIN#, and title of the project at the top/header of the first page, and label as "Attachment A". The narrative should be organized as outlined below. Deviating from the outline below may affect the evaluation of the concept proposal. The narrative should be limited to 11 pages and should address, but is not limited to, all of the following questions and statements.

Section 1. Watershed and Project Description (10 points possible)

Section 1.1. Watershed Description (5 points possible)

Provide the background necessary for understanding the watershed and project area. Describe the physical watershed including:

- a) A geographic and ecosystem description of the watershed;
- b) A description of land uses and percentage of each land use in the watershed;
- c) The relative size of the project area in relation to the watershed (square miles and/or acres, and percentage of the watershed, etc.); and
- d) A brief description of water quality problems in the watershed and beneficial uses that are impacted (Please note: a thorough description of water quality problems is required in Section 3. Watershed Approach (23 pts possible)).

Section 1.2. Project Description (5 points possible)

- a) Describe the proposed work, including a summary of the major tasks, schedule (start and end date for each task), and the goals, objectives, and anticipated outcomes of the proposed project.
- b) Discuss whether the proposed project is a complete implementation project, or part of a larger project. If the project is part of a multi-phase project, provide an overview of the next steps and timing for completing the remaining phases (regardless of funding source).
- c) If applicable, describe any prior work towards the project (i.e., planning, design, or environmental compliance).

Section 2. Project Effectiveness (5 points possible)

See Appendix 5: Project Assessment and Evaluation Plan for further information on determining project effectiveness.

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section 2.1. Project Tracking

- a) Describe how you will monitor and track the progress of the project to completion (e.g., identify milestones, decision points, project management methods and tools, etc.) with respect to TMDL compliance (if applicable).

Section 2.2 Implementation of the Project

- a) Describe how you will assess the MMs and MPs, or the main tasks of the project, including any measures or indicators used to gauge performance of the work performed under the agreement.
- b) Describe how you will track long-term maintenance of MMs and MPs beyond the term of the grant.
- c) Describe how you will estimate load reductions for projects that do not include a water quality monitoring or data collection component.

Section 2.3 Monitoring (Water Quality / Environmental)

For projects that include a water quality monitoring or data collection component, include the following information for both short-term (grant term) and, long-term (life of the project), as applicable:

- a) Overview of the monitoring planned, including:
 - o monitoring goals and objectives;
 - o what will be monitored, and metrics (if known);
 - o statistical/data analysis mechanisms that will be used and why they are appropriate for this project; and
 - o how the proposed monitoring activities will document Project effectiveness (e.g., pollutant load reductions, etc.), as applicable;
- b) Whether the proposed monitoring is part of a regional monitoring program or data collection effort. If so, how the proposed additional data to be collected may be of added value to the existing monitoring and/or water quality analysis efforts in the watershed (applicant may cross-reference if discussed in Section 3. Watershed Approach (23 pts possible));
- c) Description of how the proposed water quality monitoring plan will help demonstrate, map, and/or track the long-term water quality goals of the watershed-based plan, associated milestones, and applicable TMDL (include the use of GIS where appropriate);
- d) The entity(ies) responsible for conducting the proposed monitoring activities;
- e) Whether the proposed monitoring activities are covered under an existing Quality Assurance Project Plan (QAPP), or if a QAPP will need to be developed. The QAPP must conform with State Water Board's Surface Water Ambient Monitoring Program's Quality Assurance Program Plan (SWAMP QAPP) requirements. If there is an existing QAPP, provide the web link;
- f) Description of how the data will be managed and made SWAMP or Groundwater Ambient Monitoring Assessment (GAMA) comparable to support statewide data needs (see SWAMP or GAMA website);
 - o If applicable, data will need to be submitted into the California Data Environmental Data Exchange Network (CEDEN) (See SWAMP Data Management and Data Comparability). Data should be submitted to CEDEN through the appropriate SWAMP Data Centers and/or GAMA Program;

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- g) If local watershed groups will be included in the data collection, management and analysis process, provide a discussion of their roles; and
- h) In addition to your project monitoring, identify and describe additional monitoring efforts that may address the project's effectiveness.

Section 3. Watershed Approach (23 pts possible)

Section 3.1 Project Relationship to the Water Quality Impairment, TMDL Implementation (for CWA section 319 proposals only), and Technical Basis (15 points possible)

Describe the project's relationship to the water quality impairment (5 points possible):

- a) Identify the Program Preference(s) that your project addresses (see Section B: 2017 NPS Program Preference List).
- b) Identify the TMDL(s) that the project targets and provide web link(s) (note: not required for Timber Fund proposals).
- c) Thoroughly describe the problem (impairment) that the project will address, including pollutant(s), source(s), beneficial uses and land uses. Discuss whether the project addresses any other pollutants or impairments in the watershed (applicant should discuss in more detail than the information provided in Watershed Description above in Section 1.1. Watershed Description (5 points possible)).
- d) Provide information about whether the project's implementation activities are specifically identified in a watershed-based plan and/or TMDL(s) including associated documents (e.g., plans required by a TMDL).

Describe the project's relationship to TMDL implementation, as applicable, and the technical basis (10 points possible):

- a) Discuss the scientific and/or technical basis for the project. If applicable, summarize pertinent information and documents and provide references. Referenced information and documents including designs, relevant literature, citations, studies, and/or web links outside of the submitted proposal will be reviewed at the reviewers discretion.
- b) Discuss how the project identifies a clear plan or process for implementing high priority actions identified in the TMDL (and associated documents) or watershed-based plan.
- c) Identify high priority areas within the watershed and prioritize site selection. If sites have already been selected, identify the sites and process that was used for identifying and prioritizing them.
- d) MMs and MPs selection:
 - o If MMs and MPs have not yet been determined, describe how the project will identify, and prioritize appropriate MMs and MPs for implementation. See California Management Measures and Natural Resources Conservation Service (NRCS) Practices Service Life (or [NPS Grant Program webpage](#)) for MM/MPs; OR
 - o If MMs and MPs have been determined, identify the type (California Management Measures and NRCS Practice Service Life or [NPS Grant Program webpage](#)), amount (e.g., acres, feet), and location of MMs and MPs that will be implemented. Discuss why these are high priority MMs or MPS.

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- e) Estimate load reductions that the project will achieve, how they were determined, and how they fit within the timeline of the project. Provide anticipated annual pollutant load reductions/decreased concentration-based pollutant for MMs and MPs and the total estimated pollutant load reduction/decreased concentration-based pollutant for the project. For Timber Fund only projects, data for delisting or positive trends of biological integrity can be used in lieu of load or concentration reductions.
- f) Discuss how these load reductions, or decreased concentrations, relate to the overall impairment and loads/pollutant concentrations identified in the watershed-based plan and if applicable, the TMDL (e.g., total pollutant load reduction identified in the watershed-based plan as necessary to restore water quality in the waterbody).
- g) Describe when and how an adaptive management framework will be used to refine the proposed technical and/or general approach. Further information on defining an adaptive management framework can be found in Chapter 13 of the EPA Handbook.

Section 3.2: Watershed Approach and Stakeholder Involvement (5 points)

- a) Describe how the project fits into a holistic watershed approach (including completed, ongoing, and future restoration activities) and other activities in the watershed (by your organization or others) to improve water quality and meet the goal(s) of the TMDL;
- b) Describe the stakeholders affected by your project; the mechanisms and processes that will be used to identify and facilitate stakeholder involvement, coordination and communication; and how this communication and coordination will influence decisions made regarding project management.
- c) If they are not directly involved in your process, describe how you will coordinate and cooperate with relevant local, State, and Federal agencies.

Section 3.3 Outreach and Education (3 points)

If the proposed project has an education and/or outreach component discuss:

- a) The goals and outcomes of the education and/or outreach task(s) and how they are measured;
- b) The target audience, including stakeholder groups to whom this will be directed; and
- c) How the project promotes increased awareness, training and or adoption of MMs/MPs through the use of education material, activities, and or technological transfer.

Note: If the project does not contain outreach and education components, these three points will be combined with Section 3.2: Watershed Approach and Stakeholder Involvement (5 points).

Section 4. Project Team, Administration, and Partners (10 points possible)

Discuss how the project will be executed, including:

- a) Identification of the project team (including partners, contractors and subcontractors) and their roles in the project. Include project team member names and specific credentials and qualifications;
- b) Project team member's (including partners, contractors and subcontractors) relevant education, technical and administrative experience, knowledge, and skills and how they relate to the project. If contractors or consultants have not yet been identified, describe what qualifications and specific

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

expertise you will be looking for; you may provide examples of past successes in completing previous grant funded projects.

- c) Availability of the project team and employees/staff to complete the work.; and
- d) Partnership agreements and institutional structure that will be in place to support successful completion of the project and consistent, long-term involvement in the project.

Section 5. Readiness to Proceed (5 points possible)

Discuss timing of the project and if all the required pieces are ready including:

- a) Whether you have all the necessary data and studies in place that are needed for this project to begin or whether they are going to be done/collected as part of the project;
- b) If applicable, identify and describe any needed assessments or data gaps and how they will be addressed by the project activities.
- c) Any permits/approvals that may be required to implement the project (e.g., local, State, Federal); their current status, and the anticipated timeframe for their completion; and
- d) If applicable, any landowner agreements that will be required and how you plan to secure them.
- e) Project timeline and demonstration that project can be achieved within the three year timeline from grant execution date. If approved for funding, grants will be executed by the end of the state fiscal year (FY) following the state FY in which the applicant is notified for approval (e.g., if the project is approved for funding in state FY 14/15, the grant agreement must be executed by end of state FY 15/16). State FY is from July 1 through June 30.

Note: match may be expended once a grantee is notified that the project has been awarded; however, this is at the grantee's risk until the Grant Agreement is executed.

Section 6. Project Financing and Funding Match (15 points possible)

- a) State whether or not match funding is secured if so, describe who will provide the match, and how they will be providing match (e.g., cost share, cash, in kind services, etc.). Note: The match funding is based on the total eligible cost of the project;
- b) Provide the funding match percentage, which meets or exceeds the minimum (25% total cost of the project) as specified in Section D of the NPS Grant Program Guidelines;
- c) For match funding, describe how the cost share, match, in kind services, etc. will be tracked throughout the project (Applicant may cross-reference if discussed in Project Tracking above, Section 2.1);
- d) Discuss the cost-effectiveness of the project, including approach selected and proposed budget; and
- e) Describe how the project leverages other resources (e.g., programs, projects and funding) to accomplish more extensive implementation activities that will result in greater water quality improvements including those in the watershed-based plan and TMDL).

Note: The budget information, Attachment C, will be included in the scoring of this section.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section 7. Adaptability/Transferability (4 points possible)

- a) If applicable, discuss how the project has been adapted from a past effort and how the project utilizes established techniques; and/or
- b) If applicable, discuss the benefits beyond the immediate project by demonstrating the applicability of the proposed activities to other watersheds or regions.

Section 8. Environmental Justice and Human Right to Water (1 point for yes, 0 points for no)

Environmental Justice (EJ) is defined by California statute as "The fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of all environmental laws, regulations, and policies."¹² Further, the Human Right to Water Law (Wat. Code, § 106.3) establishes that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking and sanitary purposes. If the project will address an EJ issue including those that implement the Human Right to Water Law, include the following information:

- a) EJ needs and issues within the project area and how they were identified;
- b) How the proposed project will directly address an EJ issue in the community(ies);
- c) Demographics of the community(ies) in the project area (race, income etc);
- d) How the community(ies) within the project area have been or will be involved in project process;
- e) Water supply, water quality, and other environmental needs of the community(ies) and how these needs have been or will be addressed by the project;
- f) Any negative impact the project may have on the community(ies); if applicable; and
- g) How the project leverages diverse local efforts and community-based collaborative strategies to involve people of all races, cultures and incomes, including minority populations and low-income populations or other disadvantaged populations and ensure that benefits are distributed equitably.

ATTACHMENT B: MAPS

Title: Title the Maps as "Attachment B".

Provide up to three pages of map(s). More than one map may be placed on a page; however, the maps should be clear and display the following:

- a) Watershed location relative to State,
- b) Watershed boundary,
- c) Polygon(s) where the project is located, and/or denoting the HUC-12 number(s) on the map;
- d) Waterbodies within the specified watershed that are CWA 303(d) listed and the pollutant(s) listed; and
- e) Other relevant information that will help reviewers understand the proposed project (e.g., locations identified as priority restoration sites, other key landmarks, major land uses, implementation activities, sampling sites and or stream gages).

ATTACHMENT C: BUDGET INFORMATION

Title: Title the Budget Table as "Attachment C".

Complete the budget template. An Excel version of the budget table is provided on the [NPS Grant Program](#)

¹² Government Code, § 65040.12.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

[webpage](#). All costs must be directly related to project implementation. Provide a reasonable estimate of the project costs for all items including planning and design costs, and construction costs. The table should be submitted in **PDF format** as “Attachment C”. **Note: do not change the format or font in the budget tables.**

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2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section D: Full Proposal Requirements

A complete full proposal consists of an updated FAAST questionnaire (if necessary), and the following attachments, which must be uploaded into FAAST. The FAAST questionnaire must be updated if any of the information submitted in the concept proposal changes between the concept and full proposal (e.g., project description, requested funding, etc.).

Attachment A: Response to Comments

Attachment B: Project Description and Watershed Approach

Attachment C: Scope of work with a description of tasks, and a table of deliverables

Attachment D: GAANT chart-like project time schedule;

Attachment E: Budget Table

Attachment F: Letter(s) of match (or waiver of match – Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities)

Attachment G: Project Assessment and Evaluation Plan (PAEP) table (Appendix 5: Project Assessment and Evaluation Plan)

Attachment H: Nine-element watershed-based plan verification table (Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h)) (*not required for Timber Fund proposals*)

Attachment I: Environmental Clearance Checklist

Attachment J: Letter(s) of Support

All full proposal material, including attachments and supporting documentation, *must* be successfully uploaded to FAAST by the submittal deadline.

Attachment A: Response to Reviewer Comments (10 points possible)

Title: Title the Response to Comments as “Attachment A”.

Restate the reviewer comments (to be provided, these will be discussed during the applicant/reviewer’s conference call) and provide appropriate response to each of the comments. Full proposals must be substantially consistent with work proposed in the concept proposal unless directed otherwise by the review panel or fully justified in the full proposal. Identify any substantive changes between the concept proposal and full proposal and provide a rationale for the changes.

Attachment B: Project Description and Watershed Approach (23 points possible)

Title: Title the Project Description and Watershed Approach as “Attachment B”.

This section is the same as Section 3 in the concept proposal. Applicants may copy and paste their information from their concept proposal, but they must change the information if modifications to the project resulted from reviewer comments. Applicants must clearly indicate where information has changed from the concept proposal, and may reference the response to comments section if the changes are adequately captured in the response to comments.

1. Project Relationship to the Water Quality Impairment, TMDL Implementation (for CWA 319 proposals only), and Technical Basis (15 points possible)

Describe the project's relationship to the water quality impairment (5 points possible):

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- a) Identify the Program Preference(s) that your project addresses (see Section B: 2017 NPS Program Preference List);
- b) Identify the TMDL(s) that the project targets and provide a web link(s) (note: not required for Timber Fund proposals);
- c) Thoroughly describe the problem (impairment) that the project will address, including pollutant(s), source(s), beneficial uses and land uses. Discuss whether the project addresses any other pollutants or impairments in the watershed (applicant should discuss in more detail than the information provided in Watershed Description above in Section 1.1. Watershed Description (5 points possible));
- d) Provide information about whether the project's implementation activities are specifically identified in a watershed-based plan and/or TMDL(s) including associated documents (e.g., plans required by a TMDL);

Describe the project's relationship to TMDL implementation, as applicable, and the technical basis (10 points possible):

- a) Discuss the scientific and/or technical basis for your project. If applicable, summarize pertinent information and documents and provide references. Referenced information and documents including designs, relevant literature, citations, studies, and/or web links outside of the submitted proposal will be reviewed at the reviewers discretion;
- b) Discuss how your project identifies a clear plan or process for implementing high priority actions identified in the TMDL (and associated documents) or watershed-based plan including;
- c) Identify high priority areas within the watershed and prioritizing site selection. If sites have already been selected, identify the sites and process that was used for identifying and prioritizing them;
- d) MMs and MPs selection:
 - o If MMs and MPs have not yet been determined, describe how the project will identify, and prioritize appropriate MMs and MPs for implementation. See California Management Measures and Natural Resources Conservation Service (NRCS) Practices Service Life (or [NPS Grant Program webpage](#)) for MM/MPs; OR
 - o If MMs and MPs have been determined, identify the type (California Management Measures and NRCS Practice Service Life or [NPS Grant Program webpage](#)), amount (e.g., acres, feet), and location of MMs and MPs that will be implemented. Discuss why these are high priority MMs or MPS.
- e) Estimate load reductions that the project will achieve, how they were determined, and how they fit within the timeline of the project. Provide anticipated annual pollutant load reductions/decreased concentration-based pollutant for MMs and MPs and the total estimated pollutant load reduction/decreased concentration-based pollutant for the project. For Timber Fund only projects, data for delisting or positive trends of biological integrity can be used in lieu of load or concentration reductions.
- f) Discuss how these load reductions, or decreased concentrations, relate to the overall impairment and loads/pollutant concentrations identified in the Watershed Plan and if applicable TMDL (e.g., total pollutant load reduction identified in the watershed-based plan as necessary to restore water quality in the waterbody)

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- g) Describe when and how an adaptive management framework will be used to refine the proposed technical and/or general approach. Further information on defining an adaptive management framework can be found in Chapter 13 of the EPA Handbook.

2. Watershed Approach and Stakeholder Involvement (5 points)

Describe your watershed approach, including:

- a) How this project fits into a holistic watershed approach (including completed, ongoing, and future restoration activities) and other activities in the watershed (by your organization or others) to improve water quality and meet the goal(s) of the TMDL;
- b) Your participation in the activities of other stakeholders doing watershed activities;
- c) Who the stakeholders involved in your project are;
 - o the mechanism and processes that will be used to facilitate stakeholder involvement, coordination and communication; and
 - o how they will influence decisions made regarding project management.
- d) If they are not directly involved in your process, describe how you will coordinate and cooperate with relevant local, State, and Federal agencies.

3. Outreach and Education (3 points)

If the proposed project has an education and/or outreach component discuss:

- a) The goals and outcomes of the education and/or outreach task(s);
- b) The target audience, including key stakeholder groups to whom this will be directed; and
- c) How the project promotes increased awareness, training and or adoption of MMs/MPs through the use of education material, activities, and or technological transfer.

Note: If the project does not contain outreach and education components, these three points will be combined with Section 2 above.

Attachment C: Scope of Work and Table of Deliverables (15 points possible)

Title: Title the Scope of Work as "Attachment C".

Provide a detailed, concise, and specific scope of work, suitable for use in preparing the Grant Agreement. Examples can be found on the [NPS Grant Program webpage](#). Competitive applicants should work closely with their Grant Coordinator when developing the Scope of Work.

- 1) Briefly state the purpose for which funding is being requested.
- 2) Write the Scope of Work as a series of tasks. Describe the specific purpose of each task, starting with an action verb and including details (as sequential steps or subtasks, etc.) of how, when, who, and/or where the task will be accomplished.
- 3) Identify deliverable(s) for each task.
- 4) Include all California Environmental Quality Act (CEQA) – related tasks, and identify permits needed.
- 5) Identify how progress on each task will be tracked (i.e., documentation of work item milestones – for example, a "30% design" report, progress and final reports).
- 6) Include a task for preparing the project's draft and final reports.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- 7) Provide a table of deliverables with the due date relative to the start date (e.g., 30 days after start date, etc.)

Attachment D: Schedule (5 points possible)

Title: Title the Schedule as “Attachment D”.

Provide a GAANT chart or GAANT chart-like table of the project schedule. The schedule should identify deliverables and other milestones to demonstrate an understanding of critical path elements for moving forward with this project or phase of project. The project tasks proposed for funding must be limited to 3 years. If end date or critical due dates are not yet known, identify at what point in the project they will be available (e.g., monitoring, watershed prioritizing, deliverables).

- 1) Show the sequence and timing for implementation of each task in the proposed project;
- 2) Include CEQA (level of analysis needed, and expected timeline); and
- 3) Identify project start and end dates (e.g., project start date x and project end date y). Start date should be when the grant agreement is approved, but no later than June 30, 2018. The project end date cannot be later than June 30, 2021.

Attachment E: Budget Tables, and Match (or Waiver) (5 total points possible)

Budget tables and Match (or Waiver) are “Attachment E”.

An Excel version of the budget table is provided on the [NPS Grant Program webpage](#). The table should be submitted in **PDF format** using the font size and the format settings in the table template. Complete both tabs of the provided budget table template. If the budget has changed since the concept proposal, explain all changes in Attachment A - Response to Comments.

All costs must be directly related to project implementation. If applicable, provide an additional table (not considered part of the budget table page limit) that includes cost estimates and funding sources for tasks that are not proposed for funding, but are related and important to the success of the proposed project (i.e., non-grant and non-match funded activities).

Attachment F: Letter(s) of Match Commitment, or Waiver of Match for Disadvantaged Communities (5 total points possible)

Title: Title Letter(s) of Match Commitment as “Attachment F-1”.

Letters of financial match commitment must be submitted with the full proposal. Provide letter(s) committing to match (e.g., cost share, cash, in-kind services, etc.). Letters must be on the funding entity(ies)’s letterhead. Note that if the project is ultimately approved for funding, and matching funds are found to be unavailable at the time of executing the grant agreement, this will be cause to withdraw the grant funds.

Title: Title the Waiver of Match for Disadvantaged Community as “Attachment F-2”.

If requesting a waiver or reduction of the funding match, provide the information required in Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities, and sign Exhibit A: Certificate of Understanding.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Attachment G: Project Performance Measures Table (5 points possible)

Title: Title the Project Performance Measures Table as “Attachment G”.

Project Assessment and Evaluation Plan (PAEP) is a tool for grantees and grant managers to monitor and measure Project progress and guide final Project performance reporting that will fulfill the grant agreement requirements. See Appendix 5 for details and instructions for completing the Project Performance Measures Table. The table should be submitted in **PDF format** as “Attachment G”.

Attachment H: Nine-element Verification Table (5 points possible)

**** only for CWA 319(h) proposals – not applicable for Projects applying only for Timber Fund ****

Title: Title the Nine-element Verification Table as “Attachment H”.

Complete the nine-element verification table (located on the [NPS Program webpage](#)). Include title(s) of and links to applicable existing and adopted Watershed Plans or suite of plans (Plans) that collectively address all of the U.S. EPA's "(9) Nine Minimum Elements to Be Included in a Watershed Plan for Impaired Waters Funded Using Incremental section 319 Funds" (nine-element watershed plan). More information on U.S. EPA's Nine-element watershed plan can be found in Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h) of these grant guidelines, and Chapter 2, Section 2.6 of U.S. EPA's Handbook. Proposals seeking only Timber Fund money are not required to complete nine-element verification table.

Attachment I: Environmental Clearance Checklist (1 point possible)

Title: Title the Environmental Clearance Checklist as “Attachment I”.

Funded projects must comply with the California Environmental Quality Act (CEQA) and Federal environmental regulations. Complete the Environmental Clearance Checklist located [here](#). See Appendix 3: Environmental Review Process for more information on CEQA requirements.

Attachment J: Additional attachments (optional)

Letter(s) of Non-Financial Support – Letter(s) of Support from collaborating agencies or community members may be included as “Attachment J”.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendices

Appendix 1: Minimum Elements for Watershed-Based Plans per Clean Water Act section 319(h)

All projects supported with Clean Water Act section 319(h) funds must implement activities based on sound watershed-based plans as defined by the United States Environmental Protection Agency (U.S. EPA) in its “[Handbook for Developing Watershed Plans to Restore and Protect Our Waters](#) (U.S. EPA's Handbook)”. U.S. EPA's Handbook is based on the idea that significant environmental results are more likely where plans provide detailed information to ensure that priority activities are being undertaken to achieve water quality objectives and beneficial uses within a specific time frame. This is important for a wide range of reasons including the need to (1) ensure that limited resources address significant pollutant sources, (2) accelerate the pace of restoration, (3) provide information to leverage related resources, and (4) establish feedback mechanisms for adjustments to ensure ongoing progress.

Watershed-based plans are holistic documents that are designed to protect and restore a watershed. These plans provide a careful analysis of the sources of water quality problems, their relative contributions to the problems, and alternatives to solve those problems. Watershed-based plans should also deliver proactive measures to protect waterbodies. In watersheds where a total maximum daily load (TMDL) has been developed and approved or is in process of being developed, watershed-based plans should be designed to achieve the load reductions called for in the TMDL.

EPA has identified nine elements that are critical for achieving improvements in water quality, and strongly recommends that they be included in all watershed plans intended to address water quality impairments. These nine elements must be addressed in watershed plans funded with incremental Clean Water Act section 319 funds. U.S. EPA's Handbook identifies the nine elements that watershed plans should address; these elements are listed below, in the order in which they appear in the guidelines; however, they do not necessarily take place sequentially. However, the level of detail needed to address each of the nine elements of a WBP will vary.

Element 1: Identification of Causes and Sources

Identification of causes of impairment and pollutant sources or groups of similar sources that need to be controlled or achieve needed load reductions, and any other goals identified in the watershed plan.

Element 2: Expected Load Reductions

An estimate of the load reductions expected from management measures.

Element 3: Management Measures

A description of the nonpoint source management measures that will need to be implemented to achieve load reductions, and a description of the critical areas in which those measures will be needed to implement this plan.

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Element 4: Technical and Financial Assistance

Estimate of the amounts of technical and financial assistance needed, associated costs, and/or the sources and authorities that will be relied upon to implement the plan.

Element 5: Information/Education (I/E)

An information and education component used to enhance public understanding of the project and encourage their early and continued participation in selecting, designing, and implementing the nonpoint source management measures that will be implemented.

Element 6: Schedule

Schedule for implementing the nonpoint source management measures identified in this plan that is reasonably expeditious.

Element 7: Measurable Milestones

A description of interim measurable milestones for determining whether nonpoint source management measures or other control actions are being implemented.

Element 8: Evaluation of Progress

A set of criteria that can be used to determine whether loading reductions are being achieved over time and substantial progress is being made toward attaining water quality standard.

Element 9: Monitoring

A monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the criteria established under Element 8 immediately above.

The Handbook addresses the watershed planning process, addressing these elements in detail to show how to develop and implement watershed plans that will achieve water quality and other environmental goals.

Please see [CHAPTER 2, SECTION 6 OF THE HANDBOOK](#) for more information.

EPA continues to require that watershed projects funded under § 319 directly implement a watershed based plan (WBP) addressing the nine elements (except in select cases). EPA encourages utilization of relevant planning documents that contain some or all of the information needed to fulfill the elements of a WBP. Where information already exists, is representative of current conditions, and is of sufficient quality and detail for planning, the information may be used to fulfill appropriate WBP elements. (Examples of such documents include various state and local watershed planning documents, TMDLs and TMDL implementation plans, source water protection plans, National Estuary Program Comprehensive Conservation and Management Plans (CCMPs) or NEP annual project work plans.) Applicants that need assistance to verify that the combination of plans address the nine elements, are readily accessible to watershed stakeholders, and provide a roadmap that can effectively guide restoration and protection efforts, may work with their Regional Water Boards. Elements that are inadequate in existing plans will need to be incorporated into the plans, as appropriate, to be eligible for Clean Water Act 319(h) funds. During the full proposal stage of the grant selection process, applicants will complete a table (see nine-minimum element verification table on the [NPS](#)

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

[Program webpage](#)) to indicate where each watershed plan element is addressed. Grant awards may be withheld or withdrawn if all nine elements are not adequately addressed.

Additional information is included in EPA's 2013 *Nonpoint Source Program and Grants Guidelines for States and Territories* (<https://www.epa.gov/sites/production/files/2015-09/documents/319-guidelines-fy14.pdf>).

Regional Water Board Watershed Management Initiative chapters can be accessed at the following websites:

North Coast Regional Water Board (Region 1):

http://www.waterboards.ca.gov/northcoast/water_issues/programs/watershed_management.shtml

San Francisco Regional Water Board (Region 2):

http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/watershed/watershed.shtml

Central Coast Regional Water Board (Region 3):

http://www.waterboards.ca.gov/centralcoast/water_issues/programs/wmi/index.shtml

Los Angeles Regional Water Board (Region 4):

http://www.waterboards.ca.gov/losangeles/water_issues/programs/regional_program/index.shtml#Watershed

Central Valley Regional Water Board (Region 5):

http://www.waterboards.ca.gov/centralvalley/water_issues/watershed_management/index.shtml

Lahontan Regional Water Board (Region 6):

http://www.waterboards.ca.gov/lahontan/water_issues/programs/watershed_management/index.shtml

Colorado River Basin Regional Water Board (Region 7):

http://www.waterboards.ca.gov/coloradoriver/water_issues/programs/wmi/

Santa Ana Regional Water Board (Region 8):

http://www.waterboards.ca.gov/santaana/water_issues/programs/wmi/index.shtml

San Diego Regional Water Board (Region 9):

http://www.waterboards.ca.gov/sandiego/water_issues/programs/wmc/index.shtml

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendix 2: Definitions

Applicant - means an entity that files an application for funding under the provisions of NPS Grant Program with the State Water Resources Control Board (State Water Board).

Application - refers to the electronic submission to the State Water Board that requests grant funding for the project that the applicant intends to implement. It includes the responses to the questions included in the on-line application system as well as the proposal.

Beneficial Uses - refers to the uses that streams, lakes, rivers, and other water bodies, have to humans and other life. These uses, or beneficial uses, are outlined in the Water Quality Control Plan (Basin Plan) of the appropriate Regional Water Quality Control Board (Regional Water Board). Categories of beneficial uses include water contact recreation, non-water contact recreation, municipal water supply, cold fresh water habitat, and more. Each body of water in the State has a set of beneficial uses it supports that may or may not include all categories of beneficial uses. Different beneficial uses require different water quality control. Therefore, each beneficial use has a set of water quality objectives designed to protect that beneficial use. Below is a list of some of the beneficial uses.

Water used for the following purposes: domestic (homes, human consumption, etc.), irrigation (crops, lawns), power (hydroelectric), municipal (water supply of a city or town), mining (hydraulic conveyance, drilling), industrial (commerce, trade, industry), fish and wildlife preservation, aquaculture (raising fish etc. for commercial purposes), recreational (boating, swimming), stockwatering (for commercial livestock), water quality, frost protection (misting or spraying crops to prevent frost damage), heat control (water crops to prevent heat damage), groundwater recharge, agriculture, etc.

Disadvantaged Community – means a community with an annual median household income that is less than 80 % of the statewide annual median household income. (Wat. Code, § 79505.5 (a).)

Environmental Justice – means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies. (Government Code, § 65040.12). Fair treatment means that no group of people, including racial, ethnic, or social-economic groups should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations, or the execution of Federal, State, local, and tribal programs and policies.

Forest lands – means land that can support 10% native tree cover of any species, including hardwoods, under natural conditions, and that allows for management of one or more forest resources, including timber, aesthetics, fish and wildlife, biodiversity, water quality, recreation, and other public benefits. (Pub. Res. Code, § 12220(g).)

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Funding Match – means funds made available by the grantee from non-State sources. The funding match may include, but is not limited to, federal funds, local funding, or donated and volunteer services from non-State sources. A State agency may use State funds and services (Wat. Code, § 79505.5, subds. (b) and (c)) as well as Timber Fund Projects. Eligible reimbursable expenses incurred after adoption of the Guidelines and prior to the project completion date can be applied to the funding match. Additionally, education and outreach may qualify as a portion of the funding match. The match must be 25% or more of the total project cost. Septic system upgrades match must be 75% or more of the total project cost.

Grantee – refers to a grant recipient and includes public agencies, local public agencies, public colleges, tribes, or nonprofit organizations as defined in this Appendix, which are eligible for grant funding.

Granting Agency – means the State Water Board.

Hydrologic Unit Code (HUC) - A **hydrological code** or **hydrologic unit code** is a sequence of numbers or letters that identify a hydrological feature like a river, river reach, lake, or area like a drainage basin (also called watershed or catchment). The United States Geological Survey created a hierarchical system of hydrologic units originally called regions, sub-regions, accounting units, and cataloging units. Each unit was assigned a unique **Hydrologic Unit Code** (HUC). As first implemented the system had 21 regions, 221 subregions, 378 accounting units, and 2,264 cataloging units. Over time the system was changed and expanded. As of 2010 there are six levels in the hierarchy, represented by hydrologic unit codes from 2 to 12 digits long, called regions, subregions, basins, subbasins, watersheds, and subwatersheds.

Impaired Water Body – means surface waters identified by the Regional Water Boards as impaired because water quality objectives are not being achieved or where the designated beneficial uses are not fully protected after application of technology-based controls. A list of impaired water bodies is compiled by the State Water Board pursuant to Clean Water Act section 303(d).

Implementation – refers to on-the-ground TMDL/watershed plan actions targeted toward achieving water quality goals. See Project Eligibility Requirements for more detailed information.

Ineligible Applicant- an applicant that does not meet the eligibility requirements specified in Project Eligibility Requirements.

Local Public Agency – any city, county, city and county, or district.

Management Measures – means economically achievable methods for the control of the addition of pollutants from existing and new categories and classes of Nonpoint Source pollution, which reflect the greatest degrees of pollutant reduction achievable through the application of the best available Nonpoint Source pollution control practices, technologies, processes, siting criteria, operating methods, or alternatives
(http://www.waterboards.ca.gov/water_issues/programs/nps/docs/plans_policies/nps_progplan_vii.pdf).

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Management Practices – include, but are not limited to, structural and nonstructural controls and operation and maintenance procedures. Management Practices can be applied before, during, and after pollution-producing activities to reduce or eliminate the introduction of pollutants into receiving waters.

Nearly Adopted TMDL – A TMDL that is scheduled to be adopted by the Regional Water Board by June 30, 2017.

Nonpoint Source (NPS) Pollution – Nonpoint source (NPS) pollution is water pollution that does not originate from a discrete point, such as a sewage treatment plant outlet. Nonpoint source pollution is a by-product of land use practices, such as those associated with farming, timber harvesting, construction management, marina and boating activities, road construction and maintenance, mining, and urbanized areas not regulated under the point source stormwater program. Primary pollutants include sediment, fertilizers, pesticides and other pollutants that are picked up by water traveling over and through the land and are delivered to surface and groundwater via precipitation, runoff, and leaching. From a regulatory perspective, pollutant discharges that are regulated under the National Pollutant Discharge Elimination System Permit are considered to be point sources. By definition, all other discharges are considered NPS pollution.

Nonpoint Source Program Pollution Control Plan (Nonpoint Source Program Plan) - refers to the State Water Board adopted plan developed in collaboration with the Regional Water Boards and the California Coastal Commission to meet the requirements of section 6217 of the Coastal Zone Act Reauthorization Amendments of 1990 and Clean Water Act section 319. The plan addresses California's NPS pollution by assessing the State's NPS pollution problems/causes and implementing management programs.

Nonpoint Source (NPS) Program Preferences - projects located in adopted or nearly adopted TMDL watersheds identified by the Regional Water Board's NPS and TMDL programs that are considered priority for funding projects (see Section B: 2017 NPS Program Preference List).

Nonprofit Organization – means any California corporation organized under sections 501c (3), 501(c)(4), or 501(c)(5) of the Federal Internal Revenue Code.

Section 501(c)(3) defines nonprofit organizations as:

“Corporations, and any community chest, fund, or foundation, organized and operated exclusively for religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involve the provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals, no part of the net earnings of which inures to the benefit of any private shareholder or individual, no substantial part of the activities of which is carrying on propaganda, or otherwise attempting, to influence legislation (except as otherwise provided in subsection (h)), and which does not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of (or in opposition to) any candidate for public office.”

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Section 501(c)(4) defines nonprofit organizations as:

“(A) Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, or local associations of employees, the membership of which is limited to the employees of a designated person or persons in a particular municipality, and the net earnings of which are devoted exclusively to charitable, educational, or recreational purposes.

(B) Subparagraph (A) shall not apply to an entity unless no part of the net earnings of such entity inures to the benefit of any private shareholder or individual.”

Section 501(c)(5) defines Nonprofit Organizations as:

“Labor, agricultural, or horticultural organizations.”

Pollutant Load Reduction – means the decrease of a particular contaminant in the impaired waterbody resulting from the implementation of the project.

Private Party/Entity – refers to an entity that is not a unit of government, including but not limited to a corporation, partnership, company, nonprofit organization, or other legal entity or natural person.

Project – refers to the entire set of actions, including planning, permitting, constructing, monitoring, and reporting on all of the proposed activities, including structural and non-structural implementation of management measures and practices.

Project Area - refers to the geographical boundaries, as defined by the applicant, which encompass the area where the project will be implemented/constructed, including the area where the benefits and impacts of project implementation or planning activities extend. For projects to develop local watershed management plans, the project area includes the entire area included in the planning activities.

Proposal – refers to all of the supporting documentation submitted that details the project and actions that are proposed for funding pursuant to an application for a grant.

Public Agency – is any city, county, city and county, district, the State, or any agency or department thereof.

Public Colleges – refers to State Universities, University of California, and community colleges.

Public Works – as defined in the California Labor Code, section 1720.

Regional Agency – means public agencies with statutory authority over land-use or water management whose jurisdiction encompasses an area greater than the jurisdictional boundaries of any one local public agency.

Reimbursable Costs – means costs that may be funded under NPS Grants Program. Reimbursable costs include the reasonable costs of engineering, design, legal fees, preparation of environmental documentation, environmental mitigation, and project implementation. Education/outreach is an eligible

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

reimbursable expense only if it is a secondary component of a project.

Section 303(d) List – refers to Clean Water Act section 303(d) that requires each state to periodically submit to the U.S. EPA a list of impaired waters. Impaired waters are those that are not meeting the State's water quality standards. Once the impaired waters are identified and placed on the list, section 303(d) requires that the State establish TMDLs that will meet water quality standards for each listed water body

State Responsibility Area - As described in Public Resources Code sections [4125 and 4126](#). Delineated by the Department of Forestry and Fire Protection– Fire and Resource Assessment Program, Accessed: http://frap.cdf.ca.gov/projects/sra_mapping/sra_2015.php

Stakeholder – is an individual, group, coalition, agency, or others who are involved in, affected by, or have an interest in the implementation of a specific program or project.

Technical Review Panel (Review Panel) – panel composed of State and Regional Water Board staff and U.S. EPA representative(s) to review the eligibility of the applicant and project, in addition to reviewing evaluating, scoring, and ranking the concept and full proposals for funding.

Total Maximum Daily Load (TMDL) – identifies the maximum quantity of a particular pollutant that can be discharged into a water body without violating a water quality standard, and allocates allowable loading amounts among the identified pollutant sources.

Watershed Management Area (WMA) – is a basic planning unit and may contain one or more drainage "basins" or "watersheds." For more detailed information on WMAs refer to the Watershed Management Initiative Chapter(s) of the Regional Water Boards in which the project is located.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendix 3: Environmental Review Process

PURPOSE

This appendix details steps the applicants must take to comply with environmental review requirements for the 2017 Nonpoint Source Implementation Grant Program administered by the State Water Resources Control Board (State Water Board). Generally, the process is accomplished through compliance with the California Environmental Quality Act (CEQA). Detailed requirements are given in the CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3). For information on how to obtain a copy of CEQA and the CEQA Guidelines, contact the State Clearinghouse at (916) 445-0613.

This appendix is intended to supplement the CEQA Guidelines with specific requirements for environmental documents acceptable to the State Water Board when reviewing applications for funding; they are not intended to supersede or replace the CEQA Guidelines. The program also includes funds from federal sources administered by the United States Environmental Protection Agency (U.S. EPA) and is therefore subject to some federal environmental regulations. The federal requirements are clearly emphasized in this appendix.

Questions regarding environmental procedures and practices should be directed to the State Water Board's Division of Financial Assistance (DFA) Environmental Review Unit (ERU) at (916) 341-5686 or (916) 341-5855. Questions regarding cultural resources should be directed to the DFA Cultural Resources Officer (CRO) at (916) 341-5642.

A. CEQA Requirements

All projects funded under the NPS Grant Program must comply with the California Environmental Quality Act (CEQA). Grantees are responsible for complying with all applicable laws and regulations for their projects, including CEQA. State Water Board selection of a project for a grant does not indicate that the consideration of alternatives or mitigation measures that would reduce or eliminate adverse environmental effects of that project is adequate.

During the CEQA process for the release, consideration, and adoption of a negative declaration (ND), mitigated negative declaration (MND), or environmental impact report (EIR) for a project, the lead agency shall comply with all requirements for notification of and/or consultation with a California Native American tribe, where the project is in geographic area traditionally and culturally associated with the tribe. (Pub. Res. Code §§ 21080.3.1 and 75102.)

Provide the status of all environmental documents required for the project. Attach any draft or final CEQA documents that are available. For guidance on the environmental clearance, please see our website at: http://www.waterboards.ca.gov/water_issues/programs/grants_loans/grant_info/index.shtml#ceqa.

As defined under CEQA, the applicant may be the *Lead Agency if they are a public agency*, and will be responsible for the preparation, circulation, and consideration of the environmental document prior to approving the project. If the grantee is a non-profit organization, then another public agency subcontracting to or permitting the grantee needs to be the lead agency. If State Water Board needs to be the lead agency, then the applicant should state this in the proposal. The State Water Board and other agencies having jurisdiction over the proposed project are *Responsible Agencies* and are accountable for reviewing and

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

considering the information in the environmental document prior to approving any portion of the project.

The applicant may use a Negative Declaration (ND), a Mitigated Negative Declaration (MND), or an Environmental Impact Report (EIR) to comply with CEQA requirements. The applicant may use a previously prepared document accompanied by a checklist to determine if the project is adequately covered. If the project is not adequately covered by an existing document, an updated or subsequent document should be prepared. Applicants should contact the Division before they decide to use an existing final document.

Public participation: For all projects, public participation and review are essential to the CEQA process (CEQA Guidelines, section 15087). An earnest public participation program can improve the planning process and reduce the chance of delays due to public controversy. Each public agency, consistent with its existing activities and procedures, should include formal and informal public involvement and receive and evaluate public reactions to environmental issues related to its project. Public comments or controversies not addressed during the planning of a proposed project could result in the need for a subsequent environmental document at a later stage or lead to legal challenges, delaying the project and raising the cost significantly. For assistance in this area, the applicant should call the RPU.

B. Exemptions from CEQA

In many circumstances, the applicant's project may be approved under a statutory or categorical exemption from CEQA. Applicants should submit the exemption findings to the Division for these projects. After the Lead Agency approves the statutory or categorical exemption for the project, the Lead Agency should file a Notice of Exemption with the County Clerk and provide a copy of the Notice to the Division.

A *Notice of Exemption* should include:

1. A brief description of the project;
2. A finding that the project is exempt;
3. References stating the applicable statutory or categorical exemption in the law or State guidelines; and
4. A brief statement supporting the finding of exemption.

Categorical Exemptions cannot be used if the project is in an environmentally sensitive area. Compliance with applicable federal environmental regulations including consultation with federal authorities is required for some exempt projects.

II. DETAILED PROCEDURES

A. Preparation of an Initial Study (CEQA Guidelines, section 15063)

An *Initial Study* is a preliminary analysis prepared by the Lead Agency to determine whether an EIR or a ND should be prepared. The Initial Study uses the fair argument standard to determine if a project may have a significant environmental effect that cannot be mitigated before public release of the environmental document. The criteria for "significance" of impacts (CEQA Guidelines, sections 15064 et seq.) must be based on substantial evidence in the record and includes:

1. Direct effects;
2. Reasonably foreseeable indirect effects;
3. Expert disagreement;

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

4. Considerable contribution to cumulative effects; and
5. Special thresholds for historical and archaeological resources.

If an applicant can determine that an EIR will clearly be required for the project, an Initial Study is not required but may still be desirable to focus the analysis of impacts.

The Initial Study must include:

- A project description;
- An environmental setting;
- Potential environmental impacts;
- Mitigation measures for any significant effects;
- Consistency with plans and policies; and
- The names of preparers.

If a checklist is used, it must be supplemented with explanations for all applicable items, including the items that are checked "no impact." Checklists should follow the format used in [Appendix G](#) of the most recent revision (1999 or later) of the CEQA Guidelines.

If the project has no significant effect on the environment, the applicant should prepare a ND (or MND) and Initial Study (CEQA Guidelines, section 15371).

B. Negative Declaration

A *Negative Declaration* (ND) is a written statement, briefly explaining why a proposed project will not have a significant environmental effect. It must include:

- A project description;
- The project location;
- The identification of the project proponent;
- A proposed finding of no significant effect; and
- A copy of the Initial Study.

For MNDs, mitigation measures included in the project to avoid significant effects must be described. The applicant must provide a notice of intent to adopt a ND (CEQA Guidelines, section 15072) specifying:

- The review period;
- The time and location of any public meetings or hearings on the proposed project;
- A brief project description; and
- The location that copies of the proposed ND or MND is available for review.

A copy of the notice of intent and the proposed ND must be mailed to responsible and trustee agencies, agencies with jurisdiction, and all parties previously requesting notice. The ND/Initial Study also needs to be circulated through the State Clearinghouse (CEQA Guidelines, sections 15072 and 15073). The notice of intent must be posted in the county clerk's office and sent to the State Clearinghouse with fifteen (15) copies of the ND.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

After the review period ends, the applicant should review and address comments received. The applicant's decision-making body should make a finding that the project will have no significant effect on the environment based on the commitment to adequately mitigate significant effects disclosed in the Initial Study or the lack of significant effects, and the absence of significant comments received, and adopt the ND.

C. Notice of Completion

Draft environmental documents must be submitted to the State Clearinghouse for review by state agencies (CEQA Guidelines, section 15205). The applicant needs to send fifteen (15) copies of the ND to the State Clearinghouse, unless the State Clearinghouse approves a lower number in advance (section 15205(e)).

The applicant may use the standard *Notice of Completion* included in the CEQA Guidelines (See [State Clearinghouse Handbook website - Appendix C](#)), or develop a similar form to be used when submitting the documents. The Notice of Completion must include:

- A brief project description;
- The project location;
- The address where the draft environmental document is available; and
- The public review period.

On the back of the form, applicants should put a check on any of the "REVIEWING AGENCIES" that they would like draft documents to be sent to including "State Water Board – Financial Assistance," otherwise the State Clearinghouse will select the appropriate review agencies.

The applicant must also send a formal transmittal letter to the State Clearinghouse giving them the authority to distribute the copies of the document. If a consultant is preparing the draft environmental document, the consultant must obtain a formal transmittal letter from the applicant stating that they give permission to the consultant to send the copies of the document to the State Clearinghouse. The letter should include the State Clearinghouse number (SCH#).

If the applicant needs a shorter review period than the 30 or 45-day period required by the CEQA Guidelines, the applicant, not the consultant, must submit a written request. This formal request can be included in the transmittal letter stating the reasons for a shorter review period. Use the following address to send documents to the State Clearinghouse:

STATE CLEARINGHOUSE
OFFICE OF PERMIT ASSISTANCE
GOVERNOR'S OFFICE OF PLANNING AND RESEARCH
P.O. Box 3044
SACRAMENTO, CA 95812-3044

The focal point of the CEQA review is the State Clearinghouse. The review starts when the State Clearinghouse receives your ND/Initial Study or MND at which time it will assign a SCH# to the project. If a Notice of Preparation (NOP) was previously filed, the State Clearinghouse will use the SCH# assigned to the NOP. This ten-digit number (e.g. SCH# 2002061506) is very important and should be used on all documents,

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

such as inquiry letters, supplemental drafts, final environmental documents, etc. The State Clearinghouse will send the applicant an *Acknowledgment of Receipt* card when the document is received. If applicants have questions about the State Clearinghouse procedures, they should call the State Clearinghouse at (916) 445-0613.

To ensure that responsible agencies, including the Division, will receive copies of the environmental document for review, the applicant should send them directly to the agencies. This submittal does not replace the requirement to submit environmental documents to the State Clearinghouse for distribution (CEQA Guidelines, section 15205(f)). The applicant is also responsible for sending copies of the environmental documents to any local or federal responsible agency with jurisdiction over any part of the proposed project.

After the review period ends, the State Clearinghouse should send the applicant a letter stating that the review process is closed and that they have complied with the review requirements. Any comments from state agencies will be forwarded with the letter. Lack of response from a state or federal agency does not necessarily imply concurrence.

When the comment period closes, the applicant should review all comments received during the review process, including any oral comments received at formal or informal public meetings. The applicant should then consider whether comments are significant enough to require a complete revision of the environmental document or the proposed project, or whether minor changes in the document or addition of mitigation measures could adequately address the issues raised.

Within five days after the applicant's decision making body has made a decision to proceed with the project, the applicant should prepare and file a *Notice of Determination* (NOD) with the Governor's Office of Planning and Research and the local County Clerk (see [Appendix D](#)), of the CEQA Guidelines.

D. NPS Implementation Program Funding Requirements

If the project proponent applies for NPS Implementation Program funding, the Division must ensure that federal agencies are afforded adequate review of environmental documents for projects that will be federally funded. The Division will send copies of the CEQA/National Environmental Policy Act (NEPA) document (draft or final) directly to federally designated agencies as part of the review process. To do this, the applicant will need to submit eight (8) copies of their draft or final environmental document, including any NEPA related documents discussed below, to the State Water Board.

All correspondence with the RPU regarding environmental documents should be addressed to:

STATE WATER RESOURCES CONTROL BOARD
DIVISION OF FINANCIAL ASSISTANCE
REGIONAL PROGRAMS UNIT
1001 I STREET, 16TH FLOOR
SACRAMENTO, CA 95814

Normally, one (1) copy will be used for the RPU's review, one (1) copy will be submitted to the CRO, and the other six (6) copies will be distributed to federally designated agencies. The federally designated agencies

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

must have at least thirty (30) calendar days to review a ND/Initial Study. Six (6) days mailing time is also added to the review period, which would then be thirty-six (36) calendar days from the date the environmental document was mailed to the reviewing agency.

If any of these agencies identify an issue of concern, the RPU will consult with the agency to determine the necessary and appropriate actions to resolve the issue. Ideally, the federal consultation review should be done concurrently with the CEQA review to allow all comments to be addressed at one time and prevent the need for supplemental documentation. However, federal consultation may also be initiated before or after CEQA review, but must be completed before a funding commitment can be approved by the State Water Board.

E. Mitigation Monitoring & Reporting Program

In a MND, when a potentially significant impact can be mitigated to avoid or substantially reduce the project's significant environmental effect, a Mitigation Monitoring Plan (MMP) should be adopted (CEQA Guidelines, section 15097). The MMP is implemented to ensure that mitigation measures and project revisions identified in the Final MND are implemented; in some cases, they are made a condition of project approval by a Responsible Agency. The MMP must include all changes in the proposed project that mitigate each significant environmental impact and ensure implementation of each mitigation measure. The MMP should also identify how the mitigation measure is to be monitored to determine if it is meeting the specified performance standard or measure of success. The MMP is often made part of the draft MND so that the Lead Agency can make revisions based on public comment.

Effective MMPs:

- State the objective of the mitigation measure and why it is recommended;
- Explain the specifics of the mitigation measure and how it will be implemented;
- Identify measurable performance standards by which the success of the mitigation can be determined;
- Provide for contingent mitigation if monitoring reveals that the success standards are not satisfied;
- Identify who is responsible for implementing the mitigation measure;
- Identify the specific location of the mitigation measure; and
- Develop a schedule for implementation.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendix 4: Request for Reduction of Funding Match for Disadvantaged Communities

I. Purpose

The purpose of this document is to provide a method for requesting a waiver or reduction of the funding match for the Nonpoint Source Grants Program. The State Water Board-Division of Water Quality staff will review the information submitted by the applicant and decide, based on the information provided, whether to grant, amend, or deny, the request for the waiver or reduction. For applicants requesting a reduction in match, applicants must demonstrate that the reduced funding match will be provided and submit a signed certificate of understanding (Exhibit A).

At a minimum, the following information must be included in the application:

- ❖ Provide a map with sufficient geographic detail to define the boundaries of the disadvantaged community.
- ❖ Describe the methodology used in determining the total population of the project area and the total population of the disadvantaged community(ies) in the project area. The applicant must include what census geographies (i.e., census designated place, census tract, census block) were used, and how they were applied. Also, the applicant must explain how the disadvantaged communities were identified.
- ❖ Provide annual median household income data for disadvantaged communities in the project area.
- ❖ Provide information on amount and type of direct benefit(s) the project(s) provides to the disadvantaged community(ies).
- ❖ Include descriptions or information on the disadvantaged community's(ies)' involvement, such as past, current, and future efforts to include disadvantaged community representatives in the planning and/or implementation process.
- ❖ Letters of support from representatives of disadvantaged communities indicating their support for the project or portion of the proposal designed to provide direct benefits to the disadvantaged communities and acknowledging their inclusion in the planning and/or implementation process.

The following data requirements must be met:

- ❖ Median household income (MHI) and population data sets must be from the 2010 or later United States Census Bureau data sets, or an income/population survey if no representative census data is available,; and
- ❖ Median household income data used in analysis must be from the same time period and geography as the population data.

I. Allowances

- ❖ Applicants may estimate total and disadvantaged community population numbers by whatever means that are accessible to them as long as the above data requirements are met.
- ❖ For assistance with accessing census data see the Census Bureau American FactFinder website (<http://factfinder.census.gov/>). In determining MHI and population for a disadvantaged community(ies) and the project area, applicants may use a single type of census geography or combinations of 2010 Census geographies that best represent the project area. However, the census geography used must be consistent for both MHI and population. Official census geographies, such as census tract, place, and block group, are acceptable. The intent of including this flexibility is to allow applicants a choice so that population and income data in the project area can be accurately represented.

2017 Nonpoint Source (NPS) Grant Program Guidelines

Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

- ❖ Use of zero values for populations and MHI for disadvantaged communities are not appropriate in data sets. Text, data, and other information that supports selection of areas as a DAC must be provided. For assistance with accessing census data, see the Census Bureau's website (<http://www.census.gov/#>) or American FactFinder website (<http://factfinder.census.gov/>). Include the method used for population determination, the population of the project area, population of DACs in the project area, MHI data for DACs, and calculation of the reduced funding match.

II. Steps to Request a Reduced Funding Match

The project must be located within and benefit a DAC. If the project is not located within and does not benefit a DAC, do not apply for a reduced funding match or a match waiver. The DAC should be identified in the description of the project area in the Proposal. Applicants should ensure the description of the DAC is adequate to determine whether the community meets the definitions in this Appendix. The DAC should also be shown on maps of the project area. In describing the DAC, include the relationship to the project objectives and information that supports the determination of DAC in the project area.

The mere presence of a project within a DAC area is not sufficient cause to grant a reduction of the funding match. The DAC must be involved in the implementation process. Supporting information that demonstrates how the DAC is, or will be, involved in the implementation process of the project must be included.

Information must demonstrate how the DAC or their representatives are participating in the implementation process. As indicated above, include letters from the DAC representatives that verify support of and inclusion and participation in the process. If DAC representation or participation in the implementation process cannot be demonstrated, do not apply for a reduced funding match.

The required funding matches for the Nonpoint Source Funding Program are presented in Section A, including match reduction categories for eligible projects. Where the project directly benefits a DAC, a reduction in the required funding match may be allowed. The funding match is calculated based on the total project cost.

Applicants must explain anticipated benefits and impacts to the DAC in their project area for the specific work item in their proposal. The explanation should include the nature of the anticipated benefit, the certainty that benefit will accrue if the project is implemented, and which DAC in the project area will benefit and/or be impacted.

III. Definitions

Block Group – means a census geography used by the United States Census Bureau (Census Bureau) that is a subdivision of a census tract. A block group is the smallest geographic unit for which the Census Bureau tabulates sample data. A block group consists of all the blocks within a census tract with the same beginning (block) number.

Census Designated Place – means a census geography used by the Census Bureau that is a statistical entity, defined for each decennial census according to Census Bureau guidelines, comprising a densely settled concentration of population that is not within an incorporated place, but is locally identified by a name. Census designated places are delineated cooperatively by State and local officials and the Census Bureau, following Census Bureau guidelines.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Census Tract – means a census geography used by the Census Bureau that is a small, relatively permanent statistical subdivision of a county delineated by a local committee of census data users for the purpose of presenting data. Census tract boundaries normally follow visible features, but may follow governmental unit boundaries and other non-visible features in some instances; they always nest within counties. Census tracts are designed to be relatively homogeneous units with respect to population characteristics, economic status, and living conditions at the time of establishment. Census tracts average about 4,000 inhabitants.

Community – for the purposes of this grant program, a community is a population of persons residing in the same locality under the same local governance.

Disadvantaged Community – a community with an annual median household income that is less than 80% of the statewide median household income (Wat. Code, § 79505.5 (a)).

Place – a census geography used by the Census Bureau that is a concentration of population either legally bounded as an incorporated place, or identified as a Census Designated Place.

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2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Exhibit A: Certification of Understanding

The undersigned certifies that:

The application submitted by <Insert Name of Applicant> for <Insert Proposal Title> for a <Insert Funding Source> grant contains a request for reduction of funding match based on disadvantaged communities.

The above named applicant understands:

- The reduction of the funding match presented in the application is a request that will not be automatically granted.
- The State Water Resources Control Board will review the disadvantaged community information submitted in the application prior to making a decision to accept, modify, or deny such a reduction.
- Should the proposal be chosen for funding, but the requested reduction in funding match be rejected or modified, the grantee is responsible for costs exceeding the grant funding amount to complete the project.
- The granting agency will rescind the grant award if the grantee cannot cover increased costs due to rejection or modification of the request for a reduction of the funding match or adequately restructure the grant proposal so that it can meet the intent of the original proposal.

Authorized Signator's Signature: _____

Printed Name: _____

Title: _____

Agency: _____

Date: _____

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendix 5: Project Assessment and Evaluation Plan

PURPOSE

The purpose of this Appendix is to provide background information on Project Assessment and Evaluation Plans (PAEPs) and the Project Performance Measures Tables.

II. BACKGROUND

Monitoring, assessment, and performance measures must be designed so that the State Water Resources Control Board (State Water Board) can ensure that the projects meet their intended goals, achieve measurable outcomes, and provide value to the State of California. The State Water Board requires that all grant funded projects monitor and report project performance with respect to the stated benefits or objectives identified in the Proposal. **Applicants are required to prepare and submit Project Performance Measures Tables, specific to their proposed project, as part of the Full Proposal submittal.** As part of the grant agreement, all grantees must prepare a PAEP, which will include the performance measures tables. Guidance and tools for preparing a PAEP and the accompanying Project Performance Measures Tables can be found from the web link on the [Grant and Loans website](#).

The goals of a PAEP are to:

- ❖ Provide a framework for assessment and evaluation of project performance;
- ❖ Identify measures that can be used to monitor progress towards achieving project goals and desired outcomes;
- ❖ Provide a tool for grantees and grant managers to monitor and measure project progress and guide final project performance reporting that will fulfill the grant agreement requirements;
- ❖ Provide information to help improve current and future projects; and
- ❖ Quantify the value of public expenditures to achieve environmental results.

Many projects include multiple activities that will require measurement of several parameters to evaluate overall project performance. Successful applicants must be prepared to demonstrate the success of the project through the development and measurement of the appropriate metrics. These metrics may include water quality measurements; measurement-based estimates of pollution load reductions; acres of habitat restored; feet of stream channel stabilized; additional water supply; improved water supply reliability and flexibility; groundwater level measurements; stream flow measurements; or other quantitative measures or indicators. These and other measures and/or indicators should be selected to fit the performance evaluation needs of the project.

III. PROJECT PERFORMANCE MEASURES TABLES

Project Performance Measures Tables must be submitted as part of the Full Proposal. Applicants are required to complete multiple Performance Measures Tables depending on what types of activities are proposed. A Project Performance Measures Table should be submitted for each project included in the proposal. Use the following guidance when completing tables for a project:

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Project Goals:	Identify the project goals as they relate to activities or items outlined in the proposal/grant agreement.
Desired Project Outcomes:	Identify the measurable results that the project expects to achieve by implementing project activities consistent with the specified goals.
Project Performance Measures:	Appropriate project performance measures that include: (1) Output Indicators representing measures to efficiently track outputs (activities, products, or deliverables); and (2) Outcome Indicators, measures to evaluate change that is a direct result of the work and can be linked through a weight-of-evidence approach to project activities or outputs (e.g. improvements in environmental conditions, awareness, participation, or community, landowner, or local government capacity);
Measurement Tools and Methods:	Methods of measurement or tools that will be used to document project performance (e.g. California Rapid Assessment Method, California Department of Fish and Game Monitoring Protocols for fisheries restoration projects); and
Targets:	Measurable targets that are feasible to meet during the project period, such as a 90% reduction in invasive species acreage, or 50% reduction in pesticide use within the watershed.

Example Project Performance Measures Tables can be found from the web link on the [Grants and Loan website](#). The format of these tables may be used as a template for completing this part of the Full Proposal. The example activities are provided for illustrative purposes only, however, and should be used to guide the identification of appropriate categories and performance measures for the project described in the Full Proposal.

2017 Nonpoint Source (NPS) Grant Program Guidelines Clean Water Act section 319(h) & Timber Regulation and Forest Restoration Fund

Appendix 6: Grant Coordinators List – CWA 319(h) and Timber Fund

REGIONAL WATER QUALITY CONTROL BOARDS, STATE WATER RESOURCE CONTROL BOARD, AND
U.S. ENVIRONMENTAL PROTECTION AGENCY – REGION 9 CONTACTS

<i>NORTH COAST REGION (1)</i>	<i>SAN FRANCISCO BAY REGION (2)</i>
Rebecca Fitzgerald 5550 Skylane Boulevard, Suite A Santa Rosa, CA 95403 Rebecca.Fitzgerald@waterboards.ca.gov OFFICE: (707) 576-2650 FAX: (707) 523-0135	Leslie Ferguson 1515 Clay Street, Suite 1400 Oakland, CA 94612 Leslie.Ferguson@waterboards.ca.gov OFFICE: (510) 622-2344 FAX: (510) 622-2460
<i>CENTRAL COAST REGION (3)</i>	<i>LOS ANGELES REGION (4)</i>
Katie McNeill 895 Aerovista Place, Suite 101 San Luis Obispo, California 93401-5427 Katie.McNeill@waterboards.ca.gov OFFICE: (805) 549-3336	Shana Rapoport 320 West Fourth Street, Suite 200 Los Angeles, CA 90013 Shana.Rapoport@waterboards.ca.gov OFFICE: (213) 576-6763
<i>CENTRAL VALLEY REGION (5)</i>	<i>LAHONTAN REGION (8)</i>
Holly Grover 11020 Sun Center Drive #200 Rancho Cordova, California 95670-6114 Holly.Grover@waterboards.ca.gov OFFICE: (916) 464-4747	Cindy Wise 2501 South Lake Tahoe Blvd. South Lake Tahoe, California 96150 Cindy.Wise@waterboards.ca.gov OFFICE: (530) 542-5408
<i>COLORADO RIVER BASIN REGION (7)</i>	<i>SANTA ANA REGION (8)</i>
Francisco Costa 73720 Fred Waring Drive, Suite 100 Palm Desert, CA 92260 Francisco.Costa@waterboards.ca.gov OFFICE: (760) 776-8937	Wanda Cross 3737 Main Street, Suite 500 Riverside, California 92501-3339 Wanda.Cross@waterboards.ca.gov OFFICE: (951) 782-4468
<i>SAN DIEGO REGION (9)</i>	<i>U.S. ENVIRONMENTAL PROTECTION AGENCY</i>
Barry Pulver 2375 Northside Drive, Suite 100 San Diego, California 92108 Barry.Pulver@waterboards.ca.gov OFFICE: (619) 521-3381	Susan Keydel California Watersheds Coordinator-CWA 319(h) 75 Hawthorne Street (WTR-3) San Francisco, CA 94105 Keydel.susan@epa.gov OFFICE: (415) 972-3106
<i>STATE WATER RESOURCES CONTROL BOARD</i>	
Jeanie Mascia <i>Grant Program Information</i> Division of Water Quality 1001 I Street, 15th Floor Sacramento, CA 94244 Jeanie.Mascia@waterboards.ca.gov OFFICE: (916) 323-2871	Lisa Labrado <i>FAAST and Funding Match Questions</i> Division of Financial Assistance 1001 I Street, 16th Floor Sacramento, CA 94244 Lisa.Labrado@waterboards.ca.gov OFFICE: (916) 341-5638