

Nonpoint Source Grants Webinar

**Full Proposals
Priorities, Process & Tips**

Department of
Environmental Quality
PURE *M*ICHIGAN

Housekeeping

- All lines will be muted
- Questions can be sent to us via the question/chat box
- We will use polls during the webinar
- We will record webinar and post online

Today's Presenters



Rob Selesky



Bob Day



Bob Sweet



Rob Selesky

- Agenda
- Information and help
- Process and schedule
- New this Year

Agenda

- Information and Help
- Process and Schedule
- New This Year
- Eligibility
- Project Outcomes
- LID/GI
- Program Priorities
- Putting It All Together
- Wrap Up

Where to go for information or help:

www.michigan.gov/nps

The screenshot shows the Michigan Department of Environmental Quality (DEQ) website. The header includes the DEQ logo and the text "Department of Environmental Quality". A navigation bar contains links for "Michigan.gov Home", "DEQ", "Online Services", "Permits", "Programs", "Site Map", "Contacts", and "Locations". A search bar is located on the right. Below the navigation bar, there are several sections:

- Water:** A vertical menu on the left lists various water-related topics such as Aquatic Invasive Species, Stormwater & Industrial Treatment, Campgrounds and Pools, Drinking Water, Storage Oil Spill, Great Lakes, Groundwater Discharge, Groundwater Modeling, Inland Lakes & Streams, On Site Wastewater, Operating Training & Certification, Part 5 Rules: Spillage of Oil/Polishing Materials, Revolving Fund Programs, Rule 27 Certifications, Surface Water, Annual Wastewater Reporting, Nonpoint Source Pollution, NPDES Permits, Sediment, Sanitary and Combined Sewer Overflow, Storm Water, Wastewater Construction, Water Management, Water Quality Monitoring, Water and Wastewater Security, Wetlands Protection, About the DEQ, Air, Climate Change, Key Topics, News and Events, Pollution Prevention, Waste, and Proprietary Regions.
- NonPoint Source Pollution:** A main content section with a sub-header "NonPoint Source Program". It includes a definition of NPS pollution and a link to "Nonpoint Source Staff".
- Information/Education:** A section with a list of links including "NPS Program Highlights between 2007 and 2012", "NPS Approved and Pending Watershed Plans", "Nonpoint Source Program Plan", "Nonpoint Source Grant Program Successes", "Stormwater Management Ordinances", "Information & Education Publications", "Nonpoint Source Project Fact Sheets", "NPS Related Links", and "Nonpoint Source Staff".
- Technical Assistance:** A section with links for "Low Impact Development Manual for Michigan", "NPS Grantee Training Workshops", "BMP Design, Pollutants Controlled Calculation Assistance, and other Technical Manuals", "Developing an Approvable Watershed Management Plan", and "Nonpoint Source Hydrologic Analysis".
- Grant Applicant Information:** A section with links for "Nonpoint Source RFP FY 2015 Information" and "Federal Funding Sources for Watershed Protection".
- Grant Recipient Information:** A section with links for "NPS Grant Administration Summary", "Grantee Tools: Developing Contracts", "Grantee Tools: Status Reports", "Grantee Tools: Contract Changes", and "Grantee Tools: Contract Close-out".
- Monitoring and Field Investigations:** A section with links for "Outline of WARESS Tests", "Michigan Clean Water Corps (M/Corps) Volunteer Monitoring", "Environmental Monitoring Guidance", "Social Monitoring and Evaluation", and "Nonpoint Source Program Environmental Monitoring Strategy (404 KB)".

Additional features include a "Quick Links" section with "Nonpoint Source Monitoring & Assessment", a "Follow us on Twitter" button, and a "Sign up for email from the DEQ" button.

www.michigan.gov/nps

- Staff contact information.

- The RFP, appendices, forms and Instructions

The screenshot shows the Michigan Department of Environmental Quality (DEQ) website. The main navigation bar includes links for Michigan.gov Home, DEQ, Online Services, Permits, Programs, Site Map, Contacts, and Locations. A search bar is located on the right. The left sidebar contains a list of categories under 'Water', including Aquatic Invasive Species, Biosolids & Industrial Pretreatment, Campgrounds and Pools, Drinking Water, Great Lakes, Groundwater Discharge, Groundwater Modeling, Inland Lakes & Streams, On Site Wastewater, Operating Training & Certification, Part 5 Rules: Spillage of Oil/Polluting Materials, Revolving Fund Programs, Rule 97 Certifications, Surface Water, Nonpoint Source Pollution, Sanitary and Combined Sewer Overflow, Storm Water, Wastewater Construction, Water Management, Water Quality Monitoring, and Water and Wastewater Security.

The main content area is titled 'NonPoint Source Pollution' and includes a 'print friendly' link, social media icons for Like and Tweet, and a 'Quick Links' section with links for Nonpoint Source Monitoring & Assessment, Follow us on Twitter, and Sign up for email from the DEQ!. The text describes the Nonpoint Source (NPS) program and provides a link to the 'Nonpoint Source Staff' page. Below this, there is an 'Information/Education' section with links for NPS Program Highlights, NPS Approved and Pending Watershed Plans, Nonpoint Source Program Plan, Nonpoint Source Grant Program Successes, Stormwater Management Ordinances, Information & Education Publications, Nonpoint Source Project Fact Sheets, and NPS Related Links. A 'Technical Assistance' section lists links for Low Impact Development Manual, NPS Grantee Training Workshops, BMP Design, Pollutants Controlled Calculation Assistance, and other Technical Manuals, as well as links for Developing an Approvable Watershed Management Plan and Nonpoint Source Hydrologic Analysis. A 'Grant Applicant Information' section includes links for Nonpoint Source RFP FY 2015 Information and Federal Funding Sources for Watershed Protection.

Staff Contacts

Michigan.gov Home	DEQ	Online Services	Permits	Programs	Site Map	Contacts	Locations	<input type="text" value="Search"/>	GO
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Water

- [Aquatic Invasive Species](#)
- [Biosolids & Industrial Pretreatment](#)
- [Campgrounds and Pools](#)
- [Drinking Water](#)
- [Enbridge Oil Spill](#)
- [Great Lakes](#)
- [Groundwater Discharge](#)
- [Groundwater Modeling](#)
- [Inland Lakes & Streams](#)
- [On Site Wastewater](#)
- [Operating Training & Certification](#)
- [Part 5 Rules: Spillage of Oil/Polluting Materials](#)
- [Revolving Fund Programs](#)
- [Rule 97 Certifications](#)

Surface Water

- [Annual Wastewater Reporting](#)
- [Nonpoint Source Pollution](#)**
- [NPDES Permits](#)
- [Septage](#)
- [Sanitary and Combined](#)

[print friendly](#) [Like](#) [Tweet](#)

List

Map

email

Nonpoint Source Staff

Need Help? Have Questions?

Central staff are statewide program coordinators, in charge of developing standards and specifications for best management practices, coordinating nonpoint source efforts with other federal and state agencies at the state level, statewide information/education, and grant project administrators of 319 and CMI projects. Field staff provide technical assistance at the local level. If you are interested in networking with any of the nonpoint source staff, please contact any of us at the numbers below. We look forward to working with you.

Central Staff

- Bob Day, Unit Chief, 517-284-5513, Dayr1@michigan.gov
- Thad Cleary, 319 and CMI Grants Management, 517-284-5
- Amy Hicks, Financial Analyst, 517-284-5478, HicksA@michigan.gov
- Steve Holden, Engineer Support, 517-3284-5515, Holdens@michigan.gov
- Julia Kirkwood, 319 and CMI Grants Management, 269-56
- Chad Kotke, 319 and CMI Grants Management, 517-284-5
- Amy Peterson, Grants Program Manager, 517-284-5511, PetersonA@michigan.gov
- Joe Rathbun, NPS Monitoring Coordinator, 517-284-5517, RathbunJ@michigan.gov
- Ralph Reznick, Engineer Support, 517-284-5518, ReznickR@michigan.gov
- Alyssa Riley, Project Administrator, 517-284-5519, RileyA@michigan.gov
- Bob Sweet, 319 and CMI Grants Management, 517-284-5
- Peter Vincent, Watershed Planning Coordinator, 517-284-5
- Rob Zbiciak, Wetlands Specialist, 517-284-5512, ZbiciakR@michigan.gov

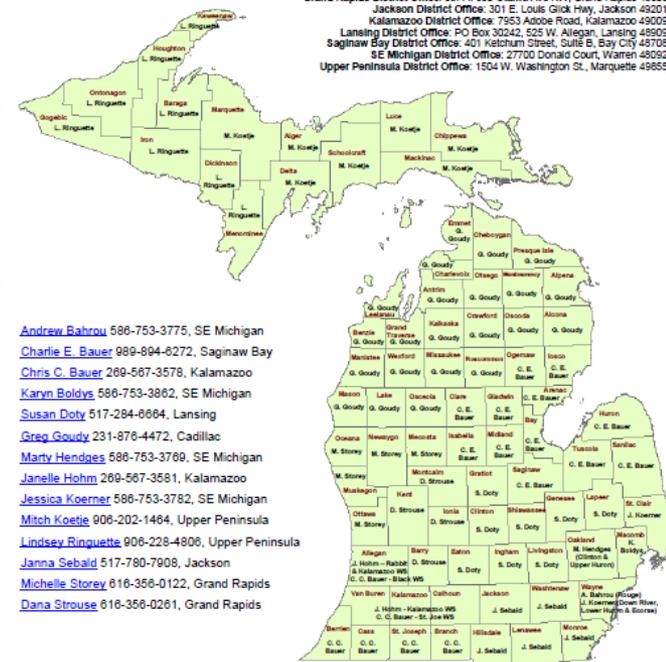
District Staff

- [District Office Map](#)
- [NPS Staff Map](#)

Cadillac District Office, 231-775-3960

Nonpoint Source (NPS) Staff

www.mi.gov/nps



- [Andrew Bahrou](#) 586-753-3775, SE Michigan
- [Charlie E. Bauer](#) 989-994-8272, Saginaw Bay
- [Chris C. Bauer](#) 269-567-3578, Kalamazoo
- [Karyn Boldy](#) 586-753-3862, SE Michigan
- [Susan Doty](#) 517-284-8064, Lansing
- [Greg Goudy](#) 231-876-4472, Cadillac
- [Marty Hendges](#) 586-753-3769, SE Michigan
- [Janelle Hohm](#) 269-567-3581, Kalamazoo
- [Jessica Koerner](#) 586-753-3782, SE Michigan
- [Mitch Kottje](#) 906-202-1464, Upper Peninsula
- [Lindsey Ringuette](#) 906-228-4806, Upper Peninsula
- [Janna Sebald](#) 517-780-7908, Jackson
- [Michelle Storey](#) 616-356-0122, Grand Rapids
- [Dana Strouse](#) 616-356-0261, Grand Rapids

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- Staff contact information.
- The RFP, appendices, forms and Instructions.

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RFP, forms, and instructions

Request for Proposal Documents of Interest:

- [2015 Nonpoint Source Request for Proposals \(RFP\)](#) **PDF**
- [2015 Nonpoint Source RFP Targeted Watersheds](#) **XLS**

Notice of Intent (NOI) Information

- [Notice of Intent Instructions](#) **PDF**
- [Notice of Intent Form](#) **DOC**

Additional RFP Information

- [Cover Sheet Form](#) **DOC**
- [Cover Sheet Form Instructions](#) **PDF**
- [Project Description, Work Plan, and Time Line Instructions](#) **PDF**
- [Budget Form](#) **XLS**
- [Budget Form Instructions](#) **PDF**
- [BMP Form](#) **XLS**
- [BMP Form Instructions](#) **PDF**
- [Appendix A: Wetland Guidance](#) **PDF**
- [Appendix B: Watershed Management Toolbox](#) **PDF**
- [Appendix C: General Guidance for Land and Water Permits](#) **PDF**
- [Appendix D: Hydrologic and Geomorphic Guidance](#) **PDF**
- [Appendix E: Supplemental Guidance Urban Runoff](#) **PDF**
- [Appendix F: On Site Systems](#) **PDF**
- [Appendix G: Social Monitoring](#) **PDF**
- [Appendix H: Terms and Conditions](#) **PDF**
- [Sample Audit Letter](#) **PDF**
- [Waterbodies Not Supporting due to Nonpoint Source Causes](#) **PDF**



Process and Schedule

- **Request for Proposals Released**
 - Wednesday July 30th
- **Notice of Intent (NOI) Due**
 - Wednesday August 20th
- **Invitation for full proposal**
 - Wednesday September 3rd
- **Webinar for Full Proposal Preparation**
 - Week of September 8th
- **Deadline for Full Proposal**
 - Friday October 17th

New This Year

- Match for Conservation Easements reduced to 25%.
- Outreach and Education projects or elements are capped at \$150,000.
- Program Priorities have been re-aligned to the outcomes.
- Minor changes to some forms.

Questions?



Rob Selesky

- **Information and Help**
- **Process and Schedule**
- **New This Year**



Bob Day, NPS Unit Chief

- **Eligibility**
- **Project Outcomes**
- **LID/GI**
- **Program Priorities**

Eligibility

- All invited are eligible applicants but...
 - Proof of Audit still needed
- Eligible Activities
 - High priority recommendations in approved WMP
 - Located in critical area in WMP
 - Consistent with NPS Program Plan
- Non-Eligible Activities
 - Activities required by permit, law or enforcement order
 - Maintenance activities
 - Land Acquisition *in fee simple* (outright purchase)
 - Point Source Related projects
 - Not covered in NPS Program Plan



Project Outcomes

- Restoration projects:
 1. Meet USEPA strategic targets
 - i. Fully restore impaired water bodies.
 - ii. Remove at least one specific cause of impairment.
 - iii. Improve water quality in a 12-digit HUC.
 2. Result in measurable improvements in water quality.
 3. Achieve or substantial progress toward the NPS reduction targets of a TMDL or watershed management plan.



Project Outcomes

- Protection projects:
 1. Result in measurable water quality improvement at NPS impacted sites in high quality watersheds.
 2. Achieve or substantial progress toward the land use protection targets of a watershed management plan.
- Outreach and Education projects:
 1. Result in measurable change in social indicators.

NPS Program Emphasis

Projects that utilize LID and Green Infrastructure (GI)

- In watersheds with impairments caused by unstable hydrologic conditions.
- LID or GI must be identified as a high priority activity in the approved watershed management plan.
- LID or GI must be focused on critical areas in the approved watershed management plan.

Program Priorities

- Three Tier System
 - Used Since Fiscal Year 2010
 - Changes for FY15
- Historic Tiers and Funding

FY10 – FY14	Total	Tier 1	Tier 2	Tier 3
Received	134	80	38	14
Funded	58	49	8	1

Total FY15	Tier 1	Tier 2	Tier 3
50	17	22	11



Program Funding Priorities - Tier 1

- A targeted water body.
- Implements the priority activity, and meets one or more of the measurable outcomes.
- Achieves the land use protection goals of an approved WMP, or
- LID and GI practices consistent with the program emphasis.

Program Funding Priorities – Tier 2

- Projects for any eligible water body that:
 - Meet one or more of the outcomes listed for Tier 1.
 - Achieve or make substantial progress toward the NPS load reduction target of an approved TMDL or watershed management.
 - Achieve substantial progress toward the land use protection goals of an approved watershed management plan.

Program Funding Priorities – Tier 3

- Other NPS projects which are consistent with the eligibility criteria and the NPS Program Plan.

Proposals meeting the criteria for Tier 1 will be considered for funding first. Good Tier 2 projects may be selected over Tier 1 projects that poorly address priorities. Tier 3 proposals will be considered last.

Questions?



Bob Day

- **Eligibility**
- **Project Outcomes**
- **LID/GI**
- **Program Priorities**



Bob Sweet

- Putting it all together
- Wrap up

Cover Sheet

- 1st page of all proposals
- Tracking Code and Project Title from DEQ
- DUNS # - new this year
- Grant, Match and Match % from Budget Form
 - Right Click “Project Total” and Click “Update Field”

Project Description

- 5 page max for 6 elements (A thru F).
- Must include all 6 elements.
- Focus on elements B, D, and E.
- tip – include a header on the 1st page:

Title of your project

Tracking Code: 2015-00xx

Project Description

A. Statement of water quality concerns/issues.

- Current project related water quality conditions.
 - Include pertinent impairments and AUIDs.
 - List the specific recommendations being implemented.
 - Summarize implementation efforts.

B. Project goals and objectives

- Describe what you hope to achieve and measurable objectives (Project Outcomes from the Notice of Intent). Tip- link to Outcomes in RFP
- Targeted load reduction from the WMP or TMDL and the projected pollutant load reduction of the project.
- General description of how goals will be accomplished.

C. Organization Information

- Staff qualifications
- Previous DEQ grants

D. Partners and Related Funding

- Partners, rolls and qualifications.
- Letters of commitment.
- Other sources of funding.

E. Evaluation

- All projects require some form of evaluation.

Purpose of the monitoring (i.e., the question to be answered):			
Parameters to be measured:			
Number of locations to be sampled:		Sampling frequency:	

Purpose of the monitoring (i.e., the question to be answered):							
Target Audience Description							
Survey type (mail, phone, etc.):		Population Size		Sample size:		Expected return rate for mail surveys:	

F. Project Summary

- 150 words or less!
- Name, size, and primary land use.
- Is it: targeted, impaired, or MS4?
- Targeted pollutants/sources
- Projected load reductions

Work Plan

- 4 page maximum.
- Task by task
 - Include estimated % time
 - Identify who will be completing the task
 - Budget breakdown
 - Products
- Required Tasks

Timetable

- 2 page max
- Show activity by task and month or quarter.

TASK	TASK AND DESCRIPTION	Year 1											
		July-Sept			Oct-Dec			Jan-March			April-June		
Task 1	Implement physical BMPs												
A	Use a Qualifications-Based selection process to obtain a licensed engineer												
B	Submit engineering plans for DEQ review and approval												
C	Obtain all necessary permits												

Budget Form

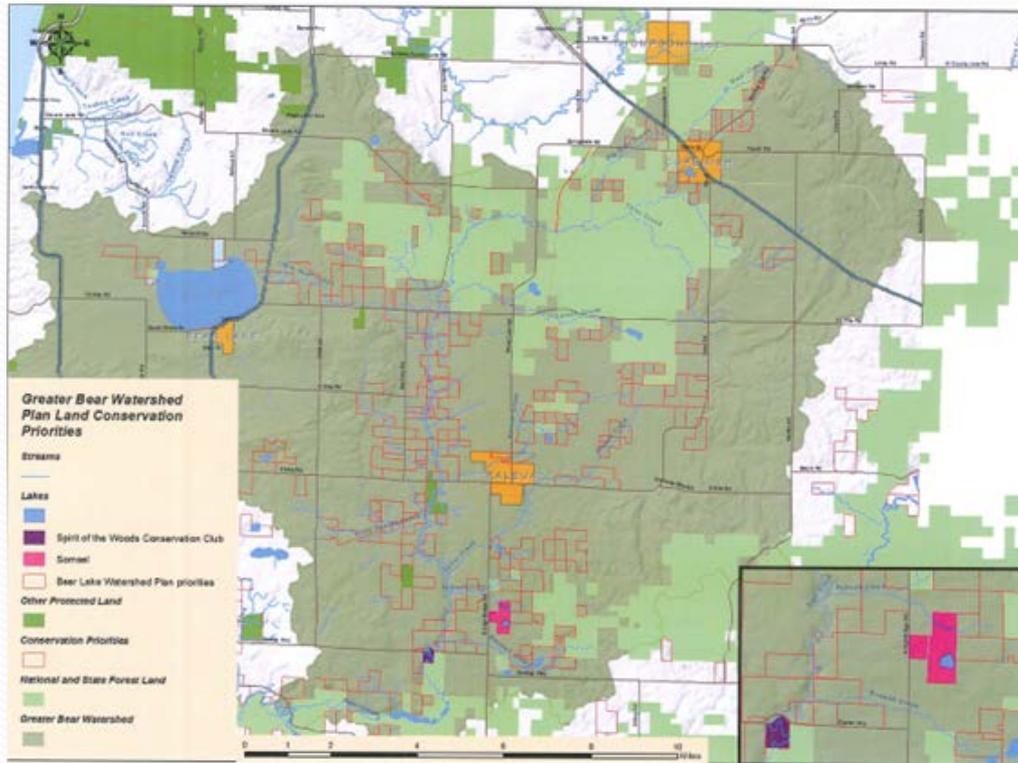
- Enter information into shaded yellow cells.
- Consistent with Narrative and cover sheet.
- Form rounds and auto fills/calculates.
- Column A is who or what
- Column B is a quantity
- Column C is unit cost or rate
- Adjust Column D (Grant Amount) to change Match Amount (column E).
- Max fringe rate is 40%, max indirect rate is 20%

BMP Form

- Consistent with Narrative and cover sheet.
- Site name and lat/long.
- General Source (agriculture, forestry, urban...).
- List BMPs
- Cost for site (not design or engineering).
- Include source of “Other Funds” if used.

Required Attachment – Map(s)

- Delineate project area(s) in relation to the critical area(s) and identifying the specific location of each site proposed for BMPs.



Required Attachment – Audit

- *Independent Auditors Report* from a *Comprehensive Annual Report*
- audit period ending after August 20, 2012



DENNIS, GARTLAND & NIERGARTH

Certified Public Accountants
Business Advisors

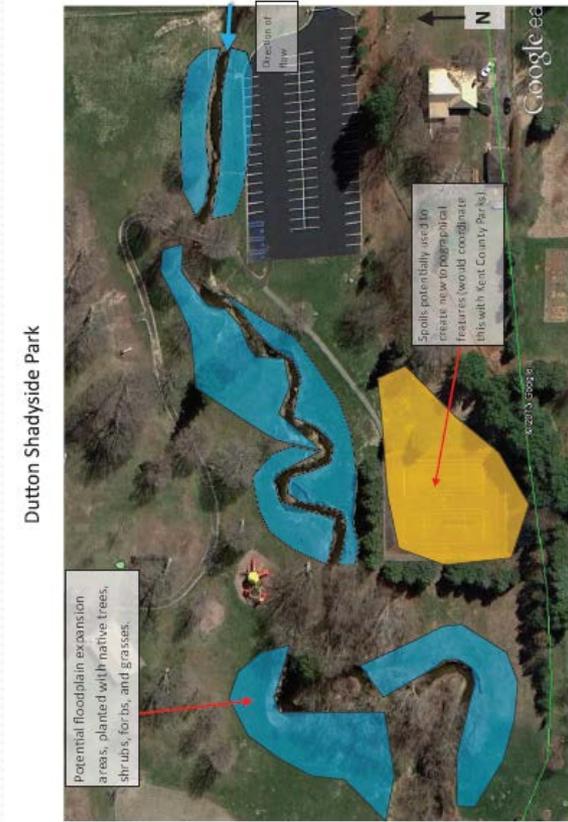
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Shelly K. Bedford, CPA
Heidi M. Wendel, CPA

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Attachments - if appropriate

- Letters of Commitment
- Statement on Hydrology/Morphology
- Statement on Implementation
- Site plan(s)
- Best Management Practices Form
- Site photo(s)



Checklist

- Print
- Check appropriate boxes
- Sign
- Use this as cover for package (3 hard & 1 e-copy).

Proposal Package

- 3 hard copies.
- 1 electronic copy.
- 1 signed checklist.
- DO NOT Bind, use staples or clip
- DO NOT include a cover letter or transmittal memo.

Questions?



Bob Sweet

- Putting it all together
- Anything Else?

Wrap Up

- Recording
- Evaluation
- Contacts
 - www.michigan.gov/nps
 - Rob Selesky, 517-284-5505 or SeleskyR1@mi.gov
 - Bob Day , 517-284-5513 or DayR1@mi.gov
 - Bob Sweet , 517-284-5520 or SweetR@mi.gov



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