



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

Nonpoint Source Grants Webinar

Watershed Planning Request for Proposals:
Eligibility, Priorities, Process

Housekeeping

- All lines will be muted. 
- Questions can be sent to us via the question/chat box. 
- We will use polls during the webinar.  
- A short survey will be sent after the webinar – please respond. 
- We will record the webinar and post it online. 

Today's Presenters



Bob Day



Bob Sweet

Why Watershed Management Plans

The primary purpose of a nine-element watershed management plan is:

- To bring stakeholders together,
- To identify and remediate the sources and causes of NPS pollutants,
- To restore designated uses impaired by NPS pollutants, and
- To protect designated uses from becoming impaired by NPS pollutants.

Watershed Planning RFP

- About **\$276,000** is available.
- A minimum **10%** local match is required.
- Projects must update an existing plan or produce a new plan.
- Planning projects are typically funded for 2 years but lengths up to 3 years will be considered.
- Separate Implementation Request for Proposals(RFP) will be released in July.

Process/Schedule

- RFP released Wednesday, January 15, 2020.
- Notices of Intent (NOI) will not be used.
- Full proposals due Wednesday, March 11, 2020.
- Anticipate awarding funds for successful projects mid-Summer 2020.



Eligible Applicants

- Regional planning agencies,
- Councils of government,
- Other sub-state public planning agencies.



In addition, all applicants must:

- Supply proof of a successful financial audit,
- Be in good standing with EGLE programs:
 - Demonstrated ability to manage a grant or meet the obligations in a project contract with EGLE,
 - No EGLE grant revoked or terminated.
- Not be on the Federal Debarment and Suspension List,
- Not be an Iran-linked business.



Eligible Activities

- Consistent with NPS Program Plan.
- Activities leading to the develop or update an approvable plan.
Examples include:
 - Stakeholder/Workgroup Meetings
 - Environmental and Social Monitoring
 - Inventories
 - Policy Reviews
 - Outreach and Education
 - Writing the Plan

Ineligible Activities



- Activities not needed to develop a plan.
- Implementation activities.
- Point source related activities.



Planning Project Requirements

- Projects must result in a CMI/319 approvable watershed management plan
- Projects must be hydrologically based.
- Projects must include list of targeted pollutants.
- Projects must consider wetlands.
- Projects must include a shapefile.

Nonpoint Source Program Website

www.Michigan.gov/NPS

- For information and help
- Staff contact information
- The RFP and appendices
- All forms and instructions

NPS Website I&E

Great Lakes
Drinking Water
Lakes & Streams
Wetlands
MiWaters
Wastewater
Onsite Wastewater
Surface Water
Wastewater Construction
Water Permits
Water Management

EGLE / WATER / WASTEWATER / SURFACE WATER

Nonpoint Source Program

Nonpoint Source Program
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NPS Staff located in Lansing and in District Offices are available to help you eliminate NPS pollution.
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Information/Education

- NPS Measures of Success
- On-Line Watershed Training Opportunities
- NPS Program Highlights between 2007 and 2012
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Grant Applicant Information

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Grant Recipient Information

- NPS Grant Administration Summary
- Grantee Tools: Developing Contracts
- Grantee Tools: Status Reports
- Grantee Tools: Contract Changes
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Monitoring and Field Investigations

- Outline of Watershed Assessment of River Stability and Sediment Supply (WARSSS) Tasks
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OPEN Michigan Scorecard

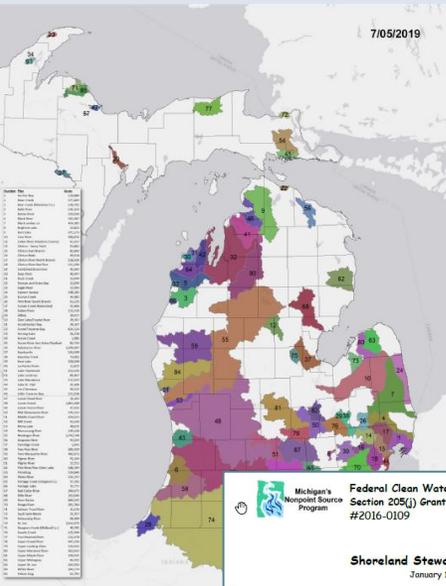
Documents

- Reports
- Forms
- Publications
- Maps & Data

Regulations

- EGLE Policies
- Laws & Rules
- Permits
- Regulatory Reintervention
- Boards and Advisory Groups

NONPOINT SOURCE PROGRAM 319 APPROVED WATERSHED PLANS



BROWN WATER, GREEN WEEDS

Familiar Signs of Nonpoint Source Pollution



Michigan's Nonpoint Source Program
Federal Clean Water Act Section 205(j) Grant #2016-0109
 Tip of the MIH Watershed Council
 Telephone: 231-347-1181
 Fax: 231-347-9928
 Email: info@watershedcouncil.org

Shoreland Stewards Education and Outreach

January 1, 2017-December 31, 2018

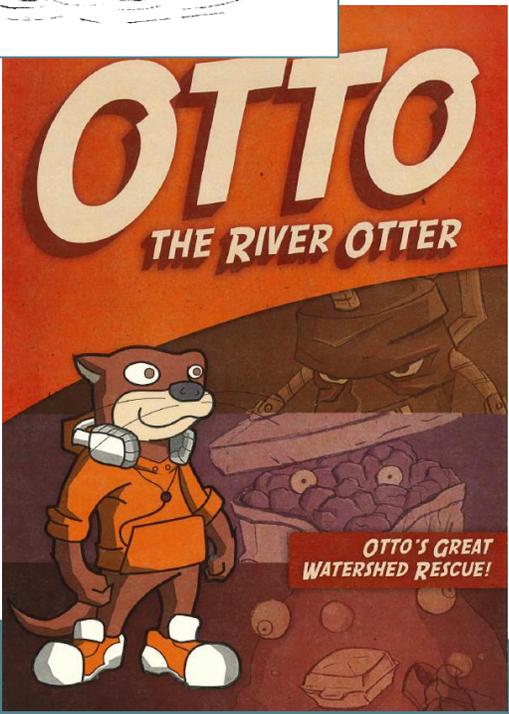
This project furthered the goals of the Michigan Natural Shoreline Partnership by developing critical outreach and education including the Michigan Shoreland Stewards (MISS) Ambassador Program, publications, videos, and trainings. Two Ambassador Program trainings helped to develop the online resources that promote the Ambassador Program. Resources include the Ambassador Toolkit, video tutorials for enhancing knowledge of the MISS online survey, and other supporting resources. In addition, five videos were produced each highlighting the four shoreland zones plus a MISS introduction video. A brochure featuring three volunteer programs, including the MISS Program, the MISS Ambassador Program and the MiCorps Score the Shore.

Grant Amount: \$ 50,000
Match Funds: \$ 800
Total Amount: \$ 50,800

- Partners Involved:**
- Michigan Natural Shoreline Partnership
 - Michigan Department of Environmental Quality Office of Environmental Assistance
 - Michigan Clean Water Corps (MiCorps)
 - Crystal Lake and Watershed Association
 - Elk-Skegemog Lakes Association
 - Glen Lake Association
 - Lake Charlevoix Association
 - Mullett Area Preservation Society
 - Pickereel-Crooked Lakes Association

SHORELAND STEWARDS AMBASSADOR Toolkit
 Working together to protect our lakes.

Training Materials



- WATER
- Great Lakes
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- Lakes & Streams
- Wetlands
- MiWaters
- Wastewater
- Onsite Wastewater
- Surface Water
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OPEN Michigan
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NPS Website Monitoring & Field Investigations

Figure C. Rouge River



Bank Height/Bankfull Height $\approx 1.0-1.1$
(assuming top of bank = bankfull)

Root Depth/Bank Height $\approx 0.9-1.0$

Root Density $\approx 5-14\%$

Bank Angle $\approx 81-90^\circ$

Surface Protection $\approx 10-14\%$

BEHI Score = 26.85 (High)

Interesting site – roots extend to waterline, but are so few that they provide minimal bank protection. This site is downstream where erosion is usually due to “hungry water” impoundment.

Figure D. Hagar Creek, Ottawa County



Bank Height/Bankfull Height $\approx 1.0-1.1$

Root Depth/Bank Height $\approx 0.9-1.0$

Root Density $\approx 5-14\%$

Bank Angle $\approx 81-90^\circ$

Surface Protection $\approx 10-14\%$

BEHI Score = 38.9 (Very High)

Michigan Clean Water Corps

View our CLMP training videos and webinar for a quick refresher on lake monitoring techniques

Have questions? Ask MiCorps Staff!

The Social Indicator Planning & Evaluation System (SIPES) for Nonpoint Source Management

A Handbook for Watershed Projects

Project Leaders: Ken Condit and Linda Pokopy

Third Edition December 2011

EGLE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

ABOUT EGLE AIR LAND WASTE WATER SUSTAINABILITY

WATER

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Contacts: Environmental Assistance Center

Our Performance: OPEN Michigan Scorecard

Documents: Reports, Forms, Publications, Maps & Data

Regulations: EGLE Policies, Laws & Rules, Permits, Regulatory Reinvention Boards and Advisory Groups

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NPS Website Grant Information

- Grant Applicant Information
 - RFP Packages
 - Federal Funding Catalog
- Grant Recipient Information
 - Developing Contracts
 - Status Reports
 - Changes to Contracts
 - Contract Closeout

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Water Quality and Pollution Control in Michigan Sections 303(d), 305(b), and 314 Integrated Report

- List of water bodies that are impaired (i.e., not attaining designated uses)
- List of pollutants or causes of designated use impairments
- List of water bodies with approved Total Maximum Daily Loads (TMDL) developed by EGLE and approved by EPA



Watersheds and Hydrologic Unit Codes (HUC)

- Created by U.S. Geological Survey
- Larger numbers = Smaller areas
- 04 = Great Lakes
- 0402 = Lake Superior
- 040201 = South Central Lake Superior
- 04020105 = Dead River/Kelsey Creek
- 0402010503 = Yellow Dog River
- 040201050301 = Bob Creek



Watershed Plan Criteria

Clean Michigan Initiative (CMI)

- 1998 – CMI rules
- 11 elements
- Strong inventory and outreach
- EGLE “Blue Book”

Federal Clean Water Act (319)

- 2004 Nonpoint Source Guidance
- 9 elements (41 sub-elements)
- Focus on quantification
- EPA Handbook



Developing a Watershed Management Plan for Water Quality:

An Introductory Guide

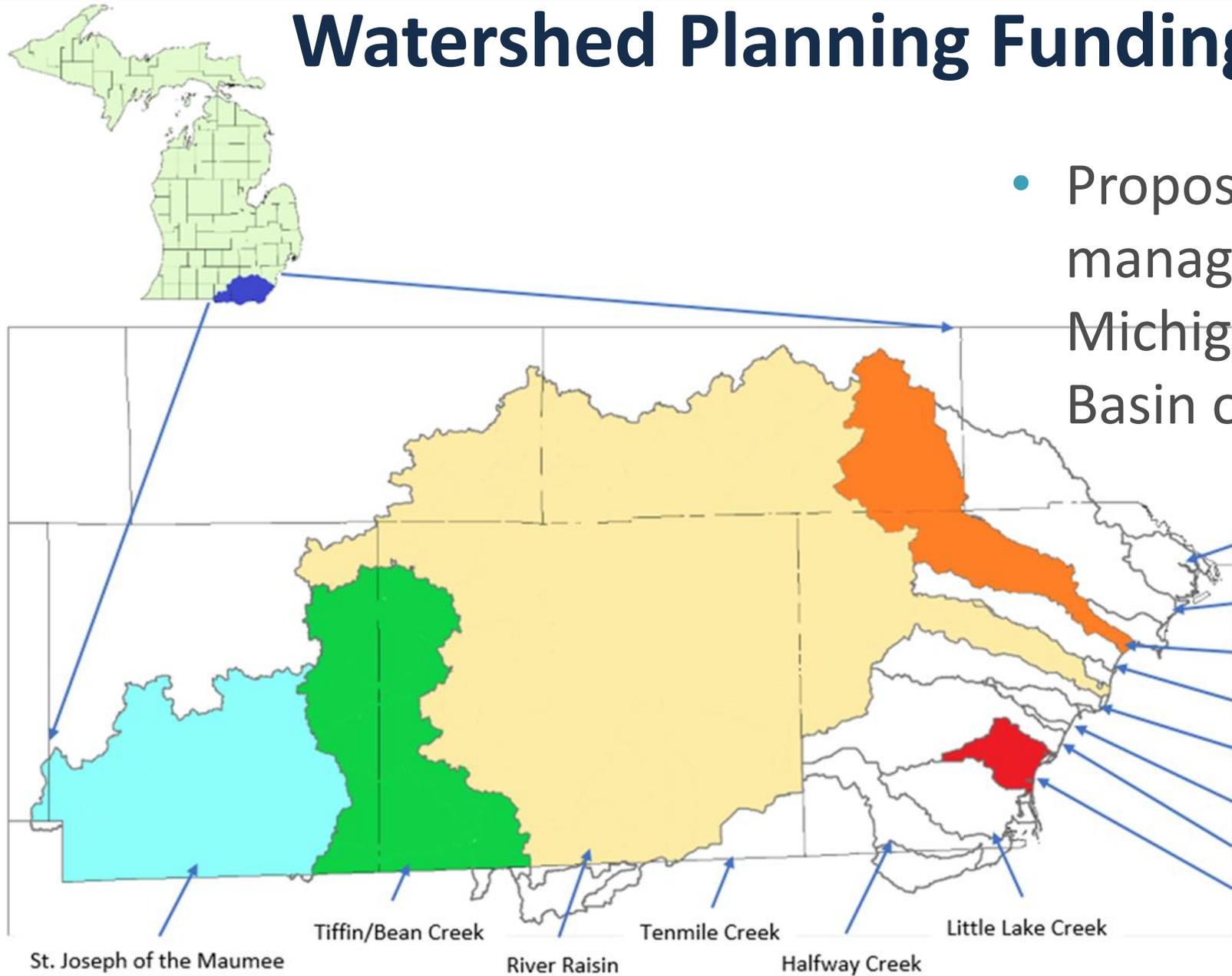


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Layout and Design: Connie Sweet, Connection Graphics
Printing: Millbrook Printing

February 2000

Watershed Planning Funding Priorities

- Proposals for watershed management plans in the Michigan portion of the Western Basin of Lake Erie: HUC 041000



- Mouille Creek
- Swan Creek
- Stony Creek
- Sandy Creek
- Plum Creek
- La Plaisance Creek
- Otter Creek
- Lapointe Drain

- St. Joseph of the Maumee
- Tiffin/Bean Creek
- River Raisin
- Tenmile Creek
- Halfway Creek
- Little Lake Creek



HUC	Watershed Name	Status
04100002	River Raisin	CMI/319 approved 10/2009
04100003	St. Joseph of the Maumee	CMI/319 approved 4/2016
04100006	Tiffin/Bean	CMI/319 approved 10/2019
041000010202 south	LaPointe Drain	CMI/319 approved 9/2017
041000010105 - 07	Stony Creek	CMI approved 5/2005
041000010101	Mouille Creek	No plan
041000010102 - 04	Swan Creek	No plan
041000010108	Sandy Creek	No plan
041000010201	Plum Creek	No plan
041000010202 north	La Plaisance Creek	No plan
041000010203 - 04	Otter Creek	No plan
041000010205	Little Lake Creek	No plan
041000010302	Halfway Creek	No plan
041000010304 - 06	Tenmile Creek	No plan

Questions?

- Process and Schedule
- Eligibility Criteria
- Program Priorities
- Priority Planning Areas



Bob Sweet

- Forms and Instructions
- Proposal Tips
- Wrap Up



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- [EGLE Policies](#)
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FY20 Planning Page

- WATER
- Great Lakes
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Contact: [Bob Sweet](#) 517-284-5520

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Request for Proposal Documents:

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- [Cover Sheet Instructions](#)
- [Cover Sheet \(docx\)](#)
- [Instructions for Planning Project Elements](#)
- [Budget Form Instructions](#)
- [Budget form \(xlsx\)](#)
- Appendices
 - [A - Watershed Management Planning Guidance and Criteria](#)
 - [B - Wetland Guidance](#)
 - [C - Terms and Conditions](#)
 - [D - Hydrologic and Geomorphic Guidance](#)
 - [E - Social Monitoring](#)
 - [F - Priority Areas](#)



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FY20 Planning Page

The RFP

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FY20 Planning Page

Appendices



EGLE / WATER / WASTEWATER / SURFACE WATER

Nonpoint Source Watershed Planning RFP FY 2020 Information

Contact: [Bob Sweet](#) 517-284-5520

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FY20 Planning Page

Cover Sheet and Instructions



Cover Sheet

Completion of this form is required in order to receive grant consideration.

Project Name: _____

Project Location (Primary County): _____
 Water Body Name: _____ HUC: _____

Centroid Latitude: _____
 Centroid Longitude: _____

Organization Name: _____
 Organization Address: (# and Street Name) _____
 (City) _____ (State) _____ (Zip Code) _____
 Organization DUNS #: _____ Organization Federal ID #: _____

Contact Person: _____
(Name)(Title)
 Contact's E-Mail: _____ Organization Phone: _____

- Proposal for a new plan
- Proposal to update existing plan (if so, please give name of plan and approval information)
 Watershed Plan Name: _____
 Watershed Plan is approved **Select one** Date(s) of approval _____

Grant Amount Requested:	+ Local Match:	= Project Total:	Match %
\$0.00	\$0.00	\$0.00	0.00%

Senate District Number(s): _____

Representative District Number(s): _____

Person with Grant Acceptance Authority: (Name) _____, (Title) _____

Signature: _____ Date: _____



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FY20 Planning Page

Instructions - Narrative

Project Description

- 6 Required Elements
 - A. Statement of water quality concerns/issues
 - B. Project goals and objectives
 - C. Organization Information
 - D. Partners and Related Funding
 - E. Evaluation and Monitoring
 - F. Project Summary

Application Tip: Project Description

- Focus on elements B, D, and E (goals, partners, and monitoring).
- For element F (summary) include very basic watershed description (size and land use), pollutants and sources, key tasks.
- Maximum 5 pages. You must include all 6 elements (but don't have to fill all 5 pages).
- Element E: All projects require some type of evaluation...Try "Approved plan".

Application Tips: Project Description Element E - Monitoring Tables

Social Monitoring

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:	

Questions? Contact Robert Sweet:

- sweetr@michigan.gov or 517-284-5520

Environmental Monitoring

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

Questions? Contact Alyssa Riley:

- rileya3@michigan.gov or 517-284-5519

Work Plan

- Task by task description of proposed work:
 - Identify what will be done
 - Identify who
 - Identify how much
 - Identify products

Required Tasks

Required Task – Grant Administration and Close Out – x%

- A. Develop and submit quarterly status reports following EGLE guidance. Reports will be submitted within 30 days of the end of each quarter.
- B. Provide draft and final products and deliverables as specified in the [Nonpoint Source Grant Administrative Summary](#).
- C. Develop and submit a final report following EGLE guidance and submit the final report within 30 days of the end of the grant.
- D. Submit a project fact sheet utilizing the EGLE template. The project fact sheet will be submitted with the final report.
- E. Submit an electronic copy of all project-related photos with the final report.

Products: Quarterly reports, copies of all products and deliverables in the quantities and format specified, draft and final project report, project and fact sheet.

Required sub-tasks for monitoring/modeling/data collection ([water quality](#) and [social monitoring](#)):

- A. Develop and submit a QAPP to EGLE for review and approval at least nine (9) weeks prior to monitoring. Monitoring will not begin without EGLE approval.
- B. All data will be submitted in an electronic format. Water quality data will be recorded and submitted using the EGLE template.

Timeline

Elk River Watershed Protection
Tracking code 2015-0030
TIMETABLE

Task	Oct-Dec 2015	Jan-Mar 2016	Apr-Jun 2016	Jul-Sep 2016	Oct-Dec 2016	Jan-Mar 2017	Apr-Jun 2017	Jul-Sep 2017	Oct-Dec 2017	Jan-Mar 2018	Apr-Jun 2018	Jul-Sep 2018	Oct 2018
Task 1. Coordinate and conduct environmental monitoring and follow-up outreach activities throughout duration of the grant. (Cronk – 18%, Myers – 18%, Gelb-3%, TWC).													
A. Develop and submit Quality Assurance Project Plans (QAPP)	X	X											
B. Perform riparian buffer surveys in the ERCOL			X	X			X	X					
C. Compile data, develop GIS data layers, maps to display survey results, summary reports, and a detailed final report.					X	X			X	X			
D. Send survey results and outreach materials to riparian landowners.							X	X			X	X	
E. Develop website	X	X											
F. Provide outreach to riparian landowners							X	X	X	X	X	X	
G. Provide riparian buffer survey information to local governments					X	X	X	X	X	X	X	X	
H. Complete short monitoring summary					X	X							



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FY20 Planning Page

Budget Form & Instructions

Budgets

- Only yellow shaded cells are available for data entry.
- Each line must have:
 - Name,
 - Quantity (Hours or Units), and
 - Rate.
- Adjust grant/match amounts by changing the grant amount.
- Two types based on indirect.

NICRA



USAID
FROM THE AMERICAN PEOPLE

NEGOTIATED INDIRECT COST RATE AGREEMENT

Date: February 24, 2015

ORGANIZATION
World Resources Institute
10 G Street, NE Suite 800
Washington, DC 20002

The rate(s) approved in this Agreement are for use on grants, contracts and other agreements with the Federal Government to which OMB Circular A-122 applies, subject to the conditions in section II.A, below. The rate(s) was/were negotiated by the U.S. Agency for International Development in accordance with the authority contained in Attachment A, Section E.2.(a), of the Circular.

SECTION I: NEGOTIATED INDIRECT COST RATES

Type	Effective Period		Indirect Cost Rates				
	From	Through	Fringe Benefits		Facility (c)	G&A (d)	Sub-Awards (e)
			Regular & Term Staff (a)	Temp. (b)			
Final	10-01-13	09-30-14	41.97%	5.92%	20.71%	13.09%	4.13%
Provisional	10-01-14	Until Amended	42.97%	5.95%	11.35%	10.58%	5.02%

Base of Application

(a) Regular and term staff salaries excluding fellowship stipends, intern programs and outside temporary help
 (b) Temporary staff salaries excluding fellowship stipends, intern programs and outside temporary help
 (c) Total direct costs and applicable fringe benefits excluding sub-award costs
 (d) Total direct cost and applicable fringe benefits excluding sub-award costs
 (e) Total sub-award costs

U.S. Agency for International Development
1300 Pennsylvania Avenue, NW
Washington, DC 20523
www.usaid.gov

F. SPECIAL REMARKS:

- Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in the agreement should be adjusted to the applicable rate(s) cited herein which should be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
- Grants/contracts providing for ceilings as to the indirect cost rate(s) or amount(s), which are indicated in Section I above, will be subject to the ceilings stipulated in the grant, contract or other agreement. The ceiling rate(s) or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the grant or contract agreement.
- The rate(s) hereby approved is/are subject to periodic review by the Government at any time their use is deemed improper or unreasonable. You are requested to advise the Government promptly of any circumstances, which could affect the applicability of the approved rate(s).
- You are directed to promptly submit adjustment vouchers or final vouchers for all flexibly priced grants, contracts or other agreements. Audit adjustments should be clearly delineated so as to be readily identifiable for verification by this office. Care should be taken that amounts claimed do not exceed award limitations or indirect cost rate ceilings.

ACCEPTED: World Resources Institute

By: 

 Steven L. Barker
 Printed or Typed Name
 CFAO
 Title
 2/26/15
 Date



 James N. Davis
 Contracting Officer
 Overhead, Special Cost and Classroom Branch
 Cost, Audit and Support Division
 Office of Acquisition and Assistance
 U.S. Agency for International Development

Attachments

- Required for all proposals:
 - Map(s).
 - Independent Auditors Report.
- May be required:
 - Statement on Implementation.
 - NICRA.
 - Letter(s) of Commitment.

Checklist

Checklist for a Complete Application

Number the pages of your proposal. **Submit three copies of all portions of your application and one electronic copy of the entire proposal.**

Your NPS Program *application* should consist of all of the following:

- One-page Application [Cover Sheet, EQP 9235](#).
- Maximum five-page Project Description which includes the monitoring information requested in element F (if applicable).
- Maximum four-page Work Plan with all mandatory elements.
- One or two-page Timetable.
- NPS Program Grant Application Budget Sheet, EQP 5834.

Attachments: **Required as described on the previous page.**

- 8.5" x 11" map or maps.
- Letter from a certified public accountant (CPA) showing a successful audit (an *Independent Auditors Report from a Comprehensive Annual Report*).
- Statement on Implementation (if required, can also be included in project description).
- Letters of commitment (if required).

All other information--including binders, extraneous reports, and general letters of support--will not be considered, reviewed, or returned. We highly recommend that you contact the [NPS Program Staff](#) before submitting your proposals if you have any questions.

Putting Your Proposal Together

- 3 hard copies, 1 electronic copy
 - Cover sheet
 - Project Description
 - Work Plan
 - Timeline
 - Budget
 - Map(s)
 - Proof of Audit letter
 - NICRA*
 - Letter(s) of Commitment*
 - Statement on Implementation*

Proposal Submittal

- Delivered prior to 4:00 PM 3/11/2020

-OR-

- “Post marked” on or before 3/11/2020

- Tips

- Metered mail stamp not acceptable.
- Package must be less than 1 pound to use US Mail drop box.
- Do Not Bind.
- Fax or email submissions not accepted.

A Competitive Project?

- A complete package!
- Written well with all tasks identified.
- Clearly consistent with the NPS Priorities in the RFP.
- Consistent with NPS Watershed Planning Guidance.
- Work with NPS staff.

Questions?



Wrap Up

- Recording
- Evaluation
- Contacts:
 - Bob Sweet
 - SweetR@Michigan.gov or 517-284-5520
 - Bob Day
 - DayR1@Michigan.gov or 517-284-5513

Michigan Department of
Environment, Great Lakes, and Energy

800-662-9278

Michigan.gov/egle



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