



DEPARTMENT OF
ECOLOGY
State of Washington

Funding Guidelines

Phase II Stormwater Pass-through Grant Program, FY 2010-11

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This report is available on the Department of Ecology's website at <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/MuniStrmwtrFunding.html>

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Funding Guidelines

FY 2010-2011 Phase II Stormwater Pass-through Grant Program

Water Quality Program
Washington State Department of Ecology
Olympia, Washington

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ACKNOWLEDGEMENTS

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Christina Maginnis, Bellingham Field Office

Rachel McCrea, Northwest Regional Office

Anne Dettelbach, Northwest Regional Office

Kurt Fremont, Southwest Regional Office

Greg Winters, Vancouver Field Office

Terry Wittmeier, Central Regional Office

Dave Duncan, Eastern Regional Office

GRANT SUMMARY

The Phase II stormwater pass-through grant program for FY 2010-11 is intended to assist local governments covered by the Western Washington Phase II Municipal Stormwater Permit or the Eastern Washington Phase II Municipal Stormwater Permit with stormwater control.

This stormwater grant announcement addresses \$5.5 million of pass-through funding for distribution to cities, towns and counties covered under the Phase II municipal stormwater permits for Western Washington and Eastern Washington. These grants are similar to the \$75,000 grants given out in FY 2008 to “jump-start” the municipal stormwater management programs required under the Phase II permits, issued January 2007. They are non-competitive grants of \$50,000 per jurisdiction to support permit-required activities. No match is required.

Previously, in the 07-09 biennium, the Legislature provided Ecology with \$9 million in base funds for stormwater management activities for local governments. Ecology is now offering two programs with the carry-over from those funds, one for pass-through grants to Phase II city, town, and county permittees. Ecology will notify permittees regarding the other program, a competitive Request for Grants Proposal for stormwater projects of regional or statewide significance, in a separate announcement. Both of these programs will support municipal stormwater permit implementation.

Key Provisions

Funding program purposes

To provide funding for Phase II local governments for municipal stormwater programs, including but not limited to:

- Implementation of permit requirements,
- Purchase of equipment and personal services contracts to directly support the implementation of permit requirements
- Projects to fund staff to implement permit requirements

Note: Capital construction projects are not eligible for funding.

Total funds available

\$5.5 million is proposed for distribution to cities, towns and counties covered under the Phase II municipal stormwater permits.

Grant ceiling

Designated local governments will receive **an offer of up to \$50,000** and are encouraged to form partnerships to address issues of common concern and economies of scale.

Match

There are **no match requirements**, as all designated local governments will receive an offer of \$50,000.

Designated local governments defined

Designated local governments are defined as: cities, towns, and counties covered under the Western Washington Phase II Municipal Stormwater Permit or the Eastern Washington Phase II Municipal Stormwater Permit in Washington State. Ports, school districts and other special purpose districts, non-profit organizations, state agencies, associations and universities will not qualify.

Period of performance

Costs incurred starting July 1, 2009 may be charged against the grant. All grant funds must be expended no later than June 30, 2011.

Allocation of funds and offer and award provisions:

All designated local governments will receive an **offer of up to \$50,000**.

Schedule

On August 20, Ecology will mail offer letters and a copy of the grant agreement to Designated Local Governments across Washington State. Three signed copies of the grant agreement must be received on or before **October 30, 2009** at 5:00 pm at:

Department of Ecology
Water Quality Program
Financial Management Section (Att: Shawna Beers)
PO Box 47600
Olympia, WA 98504-7600
sbee461@ecy.wa.gov
Phone: 360-407-6502
FAX: 360-407-7151

After October 30, 2009, funds remaining after the pass-through grant agreements are signed will be rolled into the RFP program for projects of regional/statewide significance.

The Program Manager of Ecology's Water Quality Program will have discretion to allocate un-awarded funds for other needed projects.

Partnerships

Designated local governments may form partnerships to address issues of common concern and simplify grant administration. More than one eligible local government can submit a single grant agreement to address issues of common concern. "Partnership" grants for multiples of \$50,000 will be issued to the "lead partner" who will collaborate and coordinate with other partners. The total amount awarded to partnerships will be the same as if each of the partners applied separately. For example, a Phase II county submitting a partnership grant application on behalf of three Phase II cities and the Phase II county would be eligible for a total grant award of \$200,000. If you are submitting a partnership application, you are not eligible for an additional individual \$50,000 grant.

Eligible activities

All projects must support compliance with municipal stormwater permit requirements.

Examples of Eligible Projects include, but are not limited to:

1. Public education and outreach activities
2. Public involvement and participation activities
3. Illicit discharge detection and elimination (IDDE) program activities, including:
 - a. Mapping or geographic information systems of municipal separate storm sewer systems (MS4s);
 - b. Staff training
 - c. Activities to identify and remove illicit stormwater discharges;
 - d. Dry weather outfall screening procedures and field activities;
 - e. Complaint hotline database or tracking system improvements.
4. Activities to support programs to control runoff from new development, redevelopment, and construction sites, including:
 - a. Development of an ordinance and associated technical manual
 - b. Inspections before, during, and upon completion of construction, or for post-construction long-term maintenance.
 - c. Training for plan review and/or inspection staff
5. Pollution prevention, good housekeeping, and operation and maintenance program activities, such as:
 - a. Inspecting and/or maintaining the MS4 infrastructure
 - b. Developing and/or implementing policies, procedures, or stormwater pollution prevention plans at municipal properties or facilities.
6. Annual reporting activities, including developing a summary of identified barriers to the use of low impact development.
7. Establishing and refining stormwater utilities, including stable rate structures.
8. Water quality monitoring to implement permit requirements for a Water Cleanup Plan (TMDL). Note that any monitoring funded by this program requires submittal of a Quality Assurance Project Plan that Ecology approves prior to awarding funding for monitoring.
9. Developing a report to plan for monitoring the next permit cycle.
10. Equipment purchases that result directly in improved compliance with permit requirements. Allowed costs for equipment purchases must be specific to implementing a permit requirement (such as a vactor truck) rather than general use (such as a general us pick-up truck). Qualified equipment purchases include but are not limited to:
 - a. Illicit discharge testing equipment and materials
 - b. Vactor truck or sweeper truck or MS4 maintenance activities
 - c. Electronic devices dedicated to mapping of MS4 facilities and attributes
 - d. Software dedicated to tracking permit implementation activities

Completing the grant agreements

To complete the grant agreement for this funding program, fill in the following portions of the following on three copies of the grant agreement:

PART I. GENERAL INFORMATION

- Fill in Recipient Name and Address, Contact, Billing Contact, Federal ID number, and Designated Local Government Partners (if applicable).
- Fill in the Total Cost, Total Eligible Cost, and Department Share as \$50,000. For partnerships, this is the appropriate multiple of \$50,000.

PART IV. PROJECT BUDGET

- Limit project administrative costs to no more than 10% of the total cost.
- If applicable, designated local governments forming grant partnerships should adjust the budget amounts to the appropriate multiple of \$50,000.

PART V. SCOPE OF WORK

Task 2 – Implementation and Management of Stormwater Programs

- Check the boxes for activities to be funded by this grant.
- As appropriate, fill in activities in “Other” that conform to the grant funding program purposes.

PART VII. ALL WRITINGS CONTAINED HEREIN

- Fill in the JURISDICTION, NAME, TITLE and DATE of grant agreement signatory representative.
- Signature of authorized signatory representative for your jurisdiction. For partnerships, the jurisdiction is the “lead” local government.

APPENDIX B. PARTNERSHIP AGREEMENT (if applicable)

- The “lead” local government must return 3 signed copies of Appendix B (one with each copy of the signed grant agreement) with signatures for the authorized signatory representative of each Designated Local Government in a grant partnership.

An electronic copy of the grant agreement is available on Ecology’s website at <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/MuniStrmwtrFunding.html>

Return three signed grant agreements to Ecology as described in *Schedule* on page 5 of these guidelines.

Required activities

All awarded grant funding must include:

- Substantive Stormwater NPDES Permit implementation activities
- Performance assessment
- A report of findings

Assessment provisions

All grant recipients must conduct project performance assessments so they can assist Ecology in the “post project assessment.” These assessments are a qualitative and, where applicable, quantitative assessment of the success of the grant-funded activity (example: staff funded by the grant inspected 90% of new and redevelopment and construction sites to meet permit requirements).

Disbursement of funds

Funds will be disbursed in accordance with the Scope of Work in the agreement on a cost-incurred basis.

Progress reports

Due quarterly, regardless of the amount of work completed, or disbursement requested. Progress reports that include a disbursement request must describe the Scope of Work item for which disbursement is requested.

Resource information

For questions on this financial assistance program, contact your Regional Permit Specialist listed at <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/municontacts.html> or:

Harriet Beale
Water Quality Program
Department of Ecology
360-407-6457
E-mail: hbea461@ecy.wa.gov

For information on this and other Water Quality Program financial assistance programs, see: <http://www.ecy.wa.gov/programs/wq/funding/funding.html>