

SUPPLEMENTAL ENVIRONMENTAL PROJECT (SEP) IDEA FORM

This form is intended for use by organizations seeking consideration for potential SEP funding in the event that an enforcement action initiated by the Colorado Department of Public Health and Environment (the department) may include a SEP located in their community. The entity proposing the SEP must be able to provide detailed documentation to support all statements made below when requested. The SEP idea will be retained for two years for future consideration during department enforcement action settlements. There are no guarantees the project will be selected.

Completed forms should be sent electronically to:
 Rachel Wilson-Roussel
 SEP Coordinator
rachel.wilson-roussel@state.co.us
 (303) 692-2976

In order for the department to begin its evaluation of a proposed SEP, the information specified below is required. **Note:** The text found in brackets is intended for your guidance only. Please replace the text in brackets with the requested information.

Organization	Name Address City, State, Zip
Project Manager	Name, Title Telephone No. E-mail Address
CDPHE Contact Person	Name Division Phone
Geographical Area to Benefit Most Directly From Project	Identify communities, cities, counties, watersheds, etc. benefitting from this environmental project.
Project Name	
Project Type	Third Party SEP Donation
SEP Category	Enter one of the following: Pollution Prevention, Pollution Reduction, Environmental Assessment, Environmental Protection and Restoration, Environmental Education and Training, Public Health Other". If other, please explain

Project Summary	No more than 150 words, please.
Project Description	Provide a description of the proposed project. If the project is scalable, please include a discussion of how the project could be scaled up or down.
Expected Environmental and/or Public Health Benefits	Please provide estimates of quantitative benefits if possible.
Project Budget	Please provide an estimated budget. If the project is scalable, please indicate the budget range.
Project Duration	Please specify the project duration. May be reported as a range; e.g. 12 -18 months. Also identify at least one project milestone.
Reporting	Project reports will provide sufficient information for the department to monitor the project implementation status, to verify and document the proper expenditure of SEP funds, and to evaluate the effectiveness and benefits of the SEP. A full expense accounting, including proof of all payments, will be provided in the SEP Completion Report.
Other Relevant Information	Please include any additional information necessary for evaluating this project idea.