



Attention: The current funding cycle is closed, but please feel free to use this document for reference purposes.

Look for the 2016 funding announcement in October 2015

NONPOINT SOURCE FUNDING CYCLE APPLICATION October 2014

1.0 Summary of Funding Announcement

The Nonpoint Source Management Area (NPS Program) of the Colorado Department of Public Health and Environment funds nonpoint source projects as a result of receiving a federal grant under section 319(h) of the federal Clean Water Act (CWA). The funding is distributed to project sponsors through cost reimbursement contracts with the State for projects chosen through an annual, competitive process that begins with a Funding Announcement. The NPS Program is looking for projects that will help achieve its two overarching objectives: restore waterbodies not meeting water quality standards by addressing nonpoint source water quality impacts; and protect existing water quality from future nonpoint source pollution.

Application deadline: January 7, 2015, 5:00 pm Mountain Standard Time (MST)

Application materials: Application materials are in "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com. An application must include the appropriate, fully completed and signed Project Implementation Plan (PIP) and a completed Budget Table. Page limits identified in Sections 1.2 and 3.0 must be met and all applications must be submitted electronically following the instructions in the PIP forms.

Project types: Approximately \$1,000,000 of the Fiscal Year 2015 (FY15) Environmental Protection Agency (EPA) grant award will be used for the following types of project (subject to the availability of funds, the quality and quantity of proposals received and other applicable considerations):

- Implementation projects that restore impaired waters and are identified in EPA nine element watershed-based plans. Typically, these projects construct on-the-ground best management practices (BMPs) to address nonpoint source impacts to water quality (please see note below).

Approximately \$50,000 of the Fiscal Year 2015 (FY15) Environmental Protection Agency (EPA) grant award will be used for the following types of projects (subject to the availability of funds, the quality and quantity of proposals received and other applicable considerations):

- Watershed Based Plans projects that develop or update EPA nine element WBPs. May include development of alternative watershed plans, to be determined on a case by case basis.

Note: In a few cases, alternative watershed plans can be accepted. This is an exception and requires clear justification that the alternative plan provides an effective road map to achieving water quality goals. Before moving forward with a project that implements an alternative watershed plan, please consult with NPS staff for more information.

Eligibility requirements: In addition to the eligibility requirements defined above, a number of other eligibility factors must be met, some of which are summarized below:

- Projects must implement the 2012 Colorado Nonpoint Source Management Plan. Please see "Program Documents and Information" at www.npscolorado.com;
- Non-federal matching funds equal to at least 40% of the total project cost are required. Match can



be cash and/or in-kind. Match information and guidelines can be found in "Information for Project

Sponsors / 2015 NPS Funding Cycle Application” at www.npscolorado.com and also in the Budget Table workbook, second tab.

- The project does not directly implement a discharge permit requirement(s), including implementation of discharge permit application requirements or an enforcement action. For a specific example of this eligibility requirement, please see the Urban Stormwater Runoff Guidance

in “Information for Project Sponsors / 2015 NPS Funding Cycle Application” at www.npscolorado.com.

Before applying, please consult Section 1.2 below for a complete discussion of eligibility requirements.

Contracting requirements: Applicants who are selected for funding must be able to enter into a cost reimbursement contract with the State. Awardees must comply with the standard terms and conditions of the agreement, including insurance requirements. A Business Ready Checklist, a State Contract Example and information about State insurance requirements can be found under “Information for Project Sponsors / Contracting with the State” at www.npscolorado.com. Please note the levels of required insurance. Section 2.3 below also includes a more specific discussion about contracting requirements.

Project start and end dates: Project sponsors should plan for projects to start no earlier than October of 2015 and end approximately in February of 2020. Many projects do not require four years to implement; they can finish sooner.

Questions: Please contact the NPS Program Coordinator at lucia.machado@state.co.us no later than December 17, 2014.

1.1 Funding Program Background, Objectives and Priorities

The Colorado NPS Program was established in 1988, following the enactment of the 1987 CWA Amendments. The 1987 CWA Amendments created section 319, Nonpoint Source Management Program. Under section 319, States (as well as Territories and Indian Tribes) receive EPA grant money in support of a wide variety of activities. The grant money must be used within 5 years from the award date and use of the funds must be consistent with an approved State NPS Program Management plan. Additional federal guidance regarding these grant funds is at “Program Documents and Information / Grant Guidelines” at www.npscolorado.com. The NPS Program updated its NPS Program Management plan in 2012 (2012 Colorado Nonpoint Source Management Plan in “Program Documents and Information” at www.npscolorado.com). The updated plan establishes the objectives and priorities for the funds being announced in this document.

NPS Program Objectives: The NPS Program has two overarching objectives:

- Restore waterbodies not meeting water quality standards by addressing nonpoint source water quality impacts; and
- Protect existing water quality from future nonpoint source pollution.

Funding priorities: The 2012 Colorado Nonpoint Source Management Plan defines a number of priorities for the NPS Program to address over a 5 year planning horizon. Because of recent budget cuts and expectations that budget cuts will continue, and because of new EPA Nonpoint Source Program and Grants Guidelines for States and Territories (Guidelines) in “Program Documents and Information” at www.npscolorado.com, the NPS Program is narrowing its focus in this funding announcement to the highest priorities identified in the plan. The funding announcement is therefore limited to:

- Implementation projects that restore impaired waters and are identified in EPA nine element WBPs. Typically, these projects construct on-the-ground best management practices (BMPs) to address nonpoint source impacts to water quality; and
- Watershed Based Plans projects that develop or update EPA nine element WBPs. May include development of alternative watershed plans, to be determined on a case by case basis.

Only projects in these two categories are eligible for funding through this announcement. To help develop project ideas specific to these two categories, please consider:

- Information about waterbodies not meeting water quality standards can be found in two places:
 - Regulation #93, Colorado’ Section 303(d) List of Impaired Waters and Monitoring and Evaluation List at [Water Quality Control Commission regulations | Department of Public Health and Environment](#); and



- o Approved Total Maximum Daily Load analyses at [Total Maximum Daily Loads \(TMDLs\) | Department of Public Health and Environment](#)
- Implementation projects conduct on-the-ground activities such as constructing mine site hydrologic and waste controls and agricultural controls that reduce selenium. The activity being implemented must be identified as a priority in a watershed plan and implementation projects require involvement from a wide range of stakeholders (for example, landowners and land managers). Please see Sections 1.2 Eligibility and Funding and 2.2 Project Prioritization for additional information about requirements for and evaluation of implementation projects; and
- Watershed based plan projects produce a planning document that brings together the issues, data, stakeholders and solutions in an organized manner using the watershed approach. Watershed plans are required to address EPA's Nine Elements of a Watershed Based Plan. These elements must be incorporated within proposed objectives and tasks. Many watershed planning guidance documents can be found on the NPS program website under "Watershed Planning" such as the "Colorado's Watershed Cookbook: Recipe for a Watershed Plan" and "EPA's Handbook for Developing Watershed Plans to Restore and Protect Our Waters". Colorado's Cookbook contains a number of helpful forms and documents, including an outline that addresses all EPA elements and state identified elements. EPA's Handbook provides more in-depth reference material. Examples of watershed plan funded activities include: partial funding for a project coordinator; stakeholder meetings; collecting, gathering and analyzing data for a comprehensive watershed characterization; writing the watershed plan; prioritizing watershed issues and restoration activities; and producing education and outreach materials.

To further refine priorities associated with these three project types, the NPS Program is:

- Utilizing the target basin rotation process which results in a preference for projects in the Upper and Lower Colorado Basins. This does not preclude project sponsors in other basins from applying; and
- Promoting projects as identified on the 2015 Suggestions for Watershed Projects and Watershed Plans for Upper and Lower Colorado River, found at "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com.

1.2 Eligibility and Program Funding

Answers to all of the following must be Yes or Not Applicable in order to qualify for funding under this announcement:

Eligibility Requirements	
1.2.1. Implementation project – project that implements an EPA nine elements WBPs or acceptable alternative watershed plan (to be determined on a case-by-case basis) by constructing on-the-ground best management practices (BMPs) to address nonpoint source impacts to waterbodies not meeting water quality standards (including monitoring/assessment of implemented BMPs as long as it is part of a larger implementation project or effort closely connected to on-the-ground watershed restoration).	Yes No NA
1.2.2. Watershed based plan project - project that develops or updates EPA nine element WBPs.	Yes No NA
1.2.3. Project must be consistent with the 2012 Colorado Nonpoint Source Management Plan.	Yes No
1.2.4. Non-federal matching funds equal to at least 40% of the total project cost are required. Match can be cash and/or in-kind.	Yes No
1.2.5. The project includes public education and outreach task(s) and product(s)	Yes No
1.2.6. The project does not directly implement a discharge permit requirement(s), including implementation of discharge permit application requirements or an enforcement action.	Yes No

Eligibility Requirements	
1.2.7. The project is not located within sites designated as Operable Units (OUs) by the EPA Superfund Program. If your answer is No, you must answer Yes to one of the following for your activity to be funding eligible: at active Superfund sites, the EPA Superfund Program determined areas or specific sites they will not address (provide such determination in writing); Superfund already completed work at the site, making clear that it will not be completing any more work at the site; or Superfund remediation or enforcement activities have not yet started at the site, only assessment work is underway.	Yes No
1.2.8. Animal Feeding Operation (AFO) project documents a current Comprehensive Nutrient Management Plan (CNMP) and shows commitment to implementing the CNMP.	Yes No NA
1.2.9. AFO project requesting funds to implement aspects of a CNMP documents a direct relationship to water quality.	Yes No NA
1.2.10. Current (FY15) correct application materials are used for the project type.	Yes No
1.2.11. IF Implementation project - application is no longer than 15 pages (excluding exhibits) OR IF Watershed Plan project - application is no longer than 10 pages (excluding exhibits).	Yes No
1.2.12. A complete application is submitted, with a completed PIP template and Budget Spreadsheet.	Yes No
1.2.13. Application is submitted no later than January 7, 2015, 5:00 p.m. MST.	Yes No
1.2.14. Application is submitted on-line following the instructions on the bulletin board at www.npscolorado.com	Yes No

Because this award involves the expenditure of cash funds, any ensuing agreement is subject to, and contingent upon, the continued availability of those funds for payment pursuant to the terms and conditions of the agreement. Funding is also contingent upon the continued need for the service and the applicant's performance in completing the Scope of Work to the satisfaction of the State.

2.0 Overview of Process

2.1 Timeline

2014		
October 22	Funding announcement released and application materials available	All funding announcement materials will be available electronically in "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com .
December 17 (COB)	Last day to receive application assistance from NPS Program staff	The NPS Program Coordinator and staff are available for a limited time to answer questions about the funding announcement.
December 23	Posting of answers to questions received during application assistance period	Answers to pertinent questions will be available electronically in "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com
2015 - 2016		
January 7, 2015 - 5:00 pm MST	Deadline for receipt of grant applications	Applications must be submitted electronically following the instructions in "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com no later than the deadline. Please submit proposals to lucia.machado@state.co.us



January 2015	Applications screened	The NPS Program initially screens all applications using the eligibility requirements defined in this announcement. If an application does not meet the requirements, the project sponsor will be notified immediately that the application is not eligible.
February 2015	Applications evaluated	For those applications that meet all eligibility requirements, the NPS Program scores the applications based on the project prioritization defined in this announcement. The NPS Alliance also reviews and evaluates all proposals and provides feedback to the NPS Program.
March 10 2015	Funding recommendations to the Water Quality Control Commission (WQCC)	After the applications have been prioritized, the NPS Program makes a funding recommendation to the WQCC. The WQCC makes the final decision about the funding recommendation. The WQCC's action enables the NPS program to apply for the federal grant.
March 31 2015	Funding notification to applicants	The NPS Program notifies project sponsors whether projects are funded, partially funded or not funded.
April 2015 – March 2016	PIP finalization and approval	After funding notification, applicants must work with NPS staff to define a schedule that will ensure PIPs are revised and a final, EPA-approved PIP is secured no later than March 2016.
July – September 2015	Anticipated timeframe for State's receipt of federal grant award	As soon as the State receives the federal grant, eligible match can be accrued and contracts can be executed.
March – July 2016	Contracting	A contract cannot be executed without EPA's PIP approval and the State's receipt of the federal grant. The contract templates used are State-approved and cannot be changed.
2020		
January – March 2020	Anticipated timeframe for project end date	The State has 5 years from the award date to implement the federal grant. In order to comply with the federal grant and to ensure adequate time to close out the grant, projects must be finished, including the final report and all other contract deliverables, no later than 6 months before the grant award ends. Projects can finish sooner.

2.2 Proposal Prioritization

Proposals are prioritized based on the point system provided in "Information for Project Sponsors / 2015 NPS Funding Cycle Application / Evaluation Criteria Matrices", at www.npscolorado.com.

2.3 Post Award Requirements

Applicants who are selected for funding will work with NPS staff to produce a final draft PIP from the information submitted in response to this announcement. The final draft PIP will be produced and submitted to EPA for comment and approval consideration in accordance with a schedule the applicant negotiates with NPS staff. A final, EPA-approved PIP must be secured no later than March 31, 2016. Failure to promptly secure a final, EPA-approved PIP will result in funding reconsideration by the NPS Program. March 31, 2016 represents a maximum timeline; NPS staff encourages and will work with applicants to expedite the process to the extent possible.

Once approved by EPA, the final PIP will be incorporated into a cost reimbursement contract with the State. Awardees must comply with the standard terms and conditions of the agreement, including insurance



requirements. Additional information about State insurance requirements and other contracting documents are in "Information for Project Sponsors / Contracting with the State" at www.npscolorado.com.

Awardees will be funded through a cost reimbursement invoicing system with the State and a standardized invoice form is required. This form is at [Standardized invoice form and links | Department of Public Health and Environment](#) (please note the NPS Program-specific invoice template). Project expenses may be reimbursed one time per month, quarterly, or twice a year, but the frequency is specified in the contract and has to be followed. Awardees will need to submit electronically a signed standardized invoice form to the NPS Program with a progress report and supporting documentation/invoices necessary to substantiate the request.

2.4 Questions about the Funding Announcement

Questions about the funding announcement should be submitted to the NPS Program Coordinator at lucia.machado@state.co.us. Preferred method of submission is e-mail. If unable to submit electronically, written inquiries may be sent by courier or certified mail before the deadline for submitting questions to the following address:

Lucia Machado
Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246-1530
Mail Stop: WQCD-R&P-B2

If submitting written inquiries, please clearly identify on the envelope: NPS Funding Announcement Inquiry.

Deadline for submitting questions is December 17, 2014, 5:00 pm MST. Answers to pertinent questions will be posted on the program's web page at www.npscolorado.com in "Information for Project Sponsors / 2015 NPS Funding Cycle Application" by December 23, 2014. Applicants should not rely on any other statements that alter any specification or other term or condition of the funding announcement.

3.0 Preparing and Submitting an Application

Applications submitted under this funding announcement must use the application materials under "Information for Project Sponsors / 2015 NPS Funding Cycle Application" at www.npscolorado.com. An application consists of a fully completed and signed PIP template and a completed Budget Table. EPA now requires that projects be contracted within one year of the grant award. In order to meet the new timeline, PIPs must go through an accelerated approval process which is facilitated by requiring completion of all PIP sections in response to the funding announcement. If the project is an implementation project, the Implementation PIP template must be used; if the project is a watershed-based plan project, the Watershed-based Plan PIP template must be used. The Budget Table, in Excel format, is the same for both types of projects. The PIP page limit for watershed plan projects is 10 and the PIP page limit for implementation projects is 15. Additional instructions for completing the PIP template are posted on the bulletin board at www.npscolorado.com. Additional instructions for completing the Budget Table are imbedded in the Excel workbook as the first tab; the Budget Table can also be found at www.npscolorado.com.

As per the instructions at www.npscolorado.com in "Information for Project Sponsors / 2015 NPS Funding Cycle Application", all application materials must be submitted electronically no later than January 7, 2015, 5:00 p.m. MST.

The following documents can be found at www.npscolorado.com in "Information for Project Sponsors / 2015 NPS Funding Cycle Application":

- 1) The Funding Cycle Application (this document)
- 2) Watershed-based Plan PIP Form
- 3) Watershed-based Plan PIP Instructions



- 4) Implementation PIP Form
- 5) Implementation PIP Instructions
- 6) Budget Table with Instructions
- 7) The Urban Stormwater Runoff Guidance
- 8) List of Impaired Waters – Upper and Lower Colorado Basins containing 303(d) and segments with completed TMDLs. These segments are eligible for project implementation funding.
- 9) 2015 Suggestions for Watershed Projects and Watershed Plans for Upper and Lower Colorado River
- 10) 2 Evaluation Criteria Matrices – one for Watershed-based Plans and one for Implementation Projects – containing the criteria and points used to evaluate and rank the proposals.