



## APPENDIX G: CLEAN BOATS, CLEAN WATERS

### Clean Boats, Clean Waters Factsheet

Clean Boats, Clean Waters (CBCW) is an aquatic invasive species (AIS) prevention subprogram through which volunteer or paid staff conduct boat and trailer inspections and educate boaters on how to prevent the spread of AIS at boat landings. CBCW grants provide funding to eligible sponsors to help with the cost of running a CBCW program that helps prevent the introduction of AIS in Wisconsin's surface waters or limits the spread of AIS that may already be present.

#### WHAT ARE ELIGIBLE COSTS?

Inspection time (200 hours) can be used at a pair of landings, either on the same lake or on two different lakes. Or you can spend the entire 200 hours of inspection time at one landing. One grant application can target up to 6 individual landings or up to 6 pairs of landings, or a combination of single and paired landings not to exceed 12 landings total. Eligible expenses are strictly limited to the following:

- Payment to inspectors or in-kind donation of volunteer inspector hours
- Time spent on the administration of the program or entering hours into [Surface Water Integrated Monitoring System \(SWIMS\) database](#)
- Time spent at CBCW workshops or training
- CBCW clothing or supplies from Extension Lakes

Note: Mileage, signage, trash management, port-a-potties, association dues, conference attendance, and supplies for decontamination are not eligible expenses and cannot be used as match.

#### WHAT COST SHARING IS AVAILABLE?

A maximum of \$4,000 of state-cost share is available per boat landing or pair of landings, up to 75% of the total project cost. The remaining 25% of the total project costs must be from the grantee in the form of cash, donated labor or services, or "in-kind" items. These grants are reimbursement grants, meaning all costs must first be paid by grantee before reimbursement can be requested from the department. A 25% advance payment will be automatically provided to help get the project started.

#### WHO MAY APPLY?

Cities, towns, villages, counties, tribes, lake districts, qualified lake associations, qualified river management organizations, and qualified surface water management organizations are eligible to apply. Other eligible applicants include private and public colleges, universities, technical schools, and state and federal natural resource or land management agencies. If you would like to know if you are an eligible organization, please contact your regional [Environmental Grants Specialist](#).

#### WHEN ARE APPLICATIONS DUE?

Applications ([Form 8700-337](#)) are due November 1<sup>st</sup>. Repeat CBCW applicants do not need to a pre-application, but new CBCW grant applicants must notify DNR staff of intent to apply by September 2. Incomplete applications will not be funded and will be returned to the applicant. Submit applications to:

Email (preferred method)

[DNRCBCWGrants@wisconsin.gov](mailto:DNRCBCWGrants@wisconsin.gov)

Postal Service (postmarked by Nov. 1<sup>st</sup>)

Attn: CBCW Grant Manager – WY/3

Wisconsin Department of Natural Resources

101 S. Webster St., Madison, WI 53707

**WHAT TIME PERIOD DO THE GRANTS COVER?**

CBCW grants have a start date of February 15 and end date of December 31 of the same year. Project costs incurred prior to the start date or after the end date are not eligible for reimbursement.

**HOW IT WORKS...PROJECT IMPLEMENTATION:**

All the following activities are required to receive CBCW funding. (For more details, please review the [Watercraft Inspector Handbook](#)):

1. Inspectors attend a Clean Boats, Clean Waters training workshop and receive program materials.
2. Trained inspectors conduct inspections, collect and report data using the *Watercraft Inspection Report* form, provide boater education and report suspect aquatic invasive species at public boat launch sites.
3. Inspectors conduct a minimum of 200 annual hours of watercraft inspection per boat landing OR at two landings during weekends, holidays, fishing tournaments, or other high-traffic times occurring from May 1 to October 30.
4. Grantee enters inspection data into the statewide [Surface Water Integrated Monitoring System \(SWIMS\) database](#) by December 31<sup>st</sup> and submits a final reimbursement request.
5. Maintain financial records for 6 years after final payment.

**HOW IT WORKS...THE APPLICATION AND AWARD:**

Your application also serves as your grant agreement. By signing page 2 of the *Clean Boats, Clean Waters Project Funding Request and Agreement* ([Form 8700-337](#)), you are both requesting funds and agreeing to grant conditions. The program is currently noncompetitive, and applications will be accepted for eligible applicants if they are received by the deadline. It is the responsibility of the applicant to ensure the application has been submitted by the deadline.

If your application is submitted correctly, the department will complete and sign the grant agreement. A copy of the completed grant agreement will be returned to you and an advance payment will automatically be processed and mailed to the address in the application.

**HOW IT WORKS...FINAL REPORTING AND FINAL PAYMENT PROCESS:**

When data entry into SWIMS is completed, the project grantee should complete a Grant Payment Request and Worksheet ([Form 8700-001](#)). All project expenses and any donations, including the total of all volunteer time, must be listed on the worksheet. The completed form is submitted to [DNRCBCWGrants@wisconsin.gov](mailto:DNRCBCWGrants@wisconsin.gov). No additional invoices, check copies, or documentation is required to be submitted, but must be maintained in the grantee's file for 6 years after project completion.

**DNR CBCW CONTACT**

[DNRCBCWGrants@wisconsin.gov](mailto:DNRCBCWGrants@wisconsin.gov)

**HELPFUL LINKS**

<https://dnr.wi.gov/lakes/cbcw/>

<https://www.uwsp.edu/cnr-ap/UWEXLakes/Pages/programs/cbcw/default.aspx>