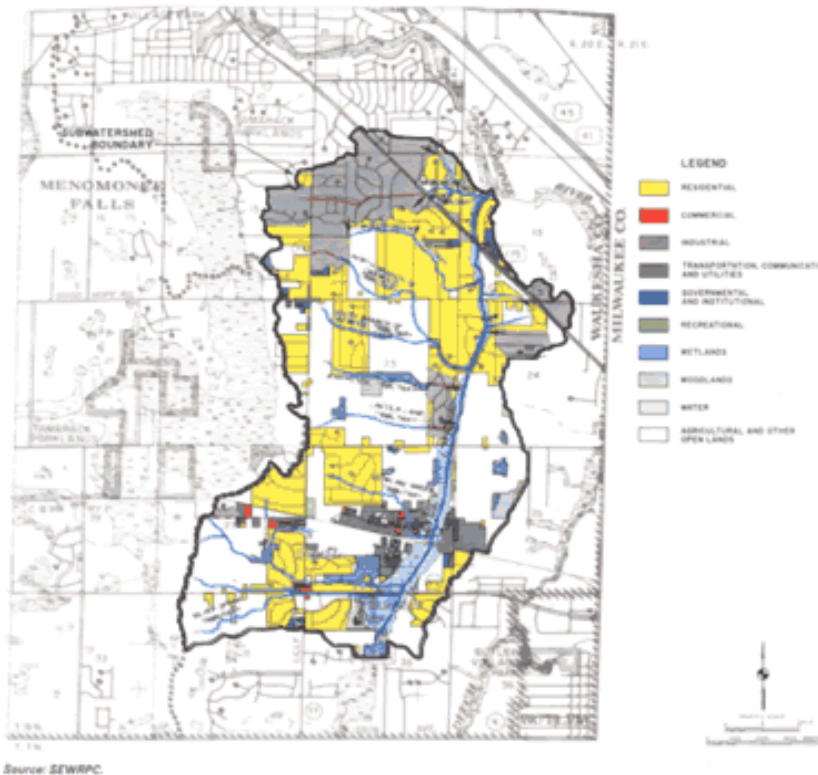


Urban Nonpoint Source & Storm Water - *PLANNING* Grant Application Instructions for CY 2010-2011

**Postmark Deadline for Application:
April 15, 2009 for funding beginning January 2010**

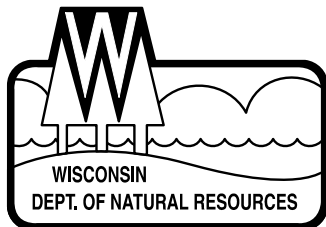
The DNR's ability to fund projects will depend upon the final State budget for 2009-2011. At this time, there is no way of knowing if, or how many, funds, will be available.



Refer to the Website below for further details regarding any scheduled grant writing workshops.

Further information and guidance are available for download via the DNR website at:
<http://dnr.wi.gov/runoff/financial.htm>

Questions? Contact: Kathy Thompson at (608) 267-7568, e-mail: Kathleen.Thompson@Wisconsin.Gov



State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES

Jim Doyle, Governor
Matthew J. Frank, Secretary

101 S. Webster St.
Box 7921
Madison, Wisconsin 53707-7921
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711

January 16, 2009

Subject: Grant Application for Calendar Year 2010 **UNPS&SW-PLANNING** Projects

Dear Applicant:

The Wisconsin Department of Natural Resources (DNR) is accepting applications from governmental units for an Urban Nonpoint Source and Storm Water (UNPS&SW)-Planning Grant to control storm water runoff in urban project areas. The UNPS&SW Planning Grant Application Form and Instructions are enclosed.

- ◆ These grant application instructions and form [Form 8700-299A (R 1/09)] are for **PLANNING** projects. They must be used together to apply for projects such as municipal storm water planning, information and education activities (I&E), ordinance development and development of municipal storm water utilities.
- ◆ An applicant may submit more than one project application. However, if more than one project is proposed on lands which are adjacent and under common ownership, the projects will be taken as a group when considering the monetary cap. Only ranked projects with a collective requested amount that is within the funding cap will be considered for initial selection. Other additional projects within such a group will be awarded grant monies only if all other projects have been funded.
- ◆ There is a separate application [Form 8700-299 (R 1/09)] that must be used to apply for UNPS&SW construction projects (including design).

Project applications will be reviewed and grants awarded through a competitive process. The *Nonpoint Source Scoring System Flow Chart* (Figure 1) is attached to help orient you to the evaluation process that will be used in scoring applications.

This funding has certain limitations that you, as an applicant, should consider. These include:

- ✓ **Planning** projects must serve an existing "urban area" or an area that will become an "urban area" within 20 years. The definition of "urban area" is in **Attachment B**.
- ✓ Activities eligible for funding are identified in **Attachment D**. For **planning** projects, the state reimbursement rate is 70% of eligible costs up to a maximum state share of \$85,000.
- ✓ These activities are only eligible when conducted to address storm water quality, infiltration and peak runoff discharge rates consistent with non-agricultural performance standards under ch. NR 151. If the project includes significant work that addresses drainage and flood control issues unrelated to achieving the state's water quality goals, these costs will not be eligible for reimbursement.
- ✓ Storm water plans prepared with grant funds may contain recommendations to install best management practices in specific locations. The Final Plan submitted to the Department must contain an evaluation of environmental hazards, wetlands, cultural resources, and endangered and threatened species for any proposed excavation sites.
- ✓ Personnel salary from the grant may be used to cover staff hired or otherwise procured (such as under a contract) specifically to complete the project. These funds may not be used to cover staff salary for existing employees who perform project activities as part of their normal assignments.
- ✓ If your project is selected for funding, you will be required to submit evidence in a timely manner that you can provide the local share. DNR will not award a grant without this information.

- ✓ Grant periods will start January 1, 2010, unless special arrangements are made with DNR to start your project earlier. You must plan to complete your project within two (2) years.
- ✓ DNR Runoff Management staff will review and score the grant applications. All applicants will be notified of the status of the project application in early fall, 2009.
- ✓ For joint project applications (submitted by multiple local units of government) or where the applicant does not have jurisdiction over the project area, a DRAFT intergovernmental Agreement (IGA) must be submitted with the application (See **Attachment H.**)
- ✓ Be aware that beginning with this grant cycle, applicants are required to submit completed Authorizing Resolutions, citing which Authorized Representative(s) are responsible for submitting the application and subsequent required forms. (See **Attachment I.**)
- ✓ Be aware that successful grantees are required to submit a Final Report with their final reimbursement requests summarizing the results of the project. Further details are contained in the grant agreement.

To be considered for funding, provide the following for each application submitted:

- **One (1) copy of the completed application form (DNR Form 8700-299A (R 1/09) with original signature in blue ink;**
- **Three (3) additional copies of the completed, signed application form;**
- **One (1) electronic copy of the completed application form on CD or diskette in Microsoft Word format only.**

All application materials must be postmarked by midnight April 15, 2009.

**Send to: Department of Natural Resources
attn: Kathy Thompson, WT/3
101 South Webster Street
P.O. Box 7921
Madison, WI 53707-7921**

Sincerely,

Original signed by:

Original signed by:

Gordon R. Stevenson, P.E.
Chief
Runoff Management Section

Mary Rose Teves
Chief
Grants Section

cc: DNR Water Management Team
Richard Castelnovo, DATCP
DNR Regional Nonpoint Coordinators
DNR Region Environmental Grant Specialists

UNPS & SW-PLANNING

Grant Application Instructions

General Instructions. Make sure you have provided all the information required by this application. Under the authority granted by Wisconsin Administrative Code, DNR may deny consideration of submittals that are incomplete.

Unless otherwise noted, all citations refer to Wisconsin Administrative Code.

- ◆ Application submittals must conform to the following:
- ◆ One (1) copy of the completed application form (DNR Form 8700-299A (R 1/09) with original signature in blue ink;
- ◆ Three (3) additional signed copies of the completed, signed application form;
- ◆ One (1) electronic copy of the completed application form on CD or diskette in Microsoft Word format only;
- ◆ All pages in the application, including maps, must be 8.5 x 11 inches in size;
- ◆ All application pages containing text must be printed **double-sided**; but maps must be printed single-sided;
- ◆ Each page must be numbered and contain an identifying project name that matches the name listed in the required "Project Name" field on the first page of the application;
- ◆ If you attach narrative responses on a separate sheet(s), each page must be labeled with the respective question description and number, attached to the end of the application form.

Contents of the Application

Part I. Screening Requirements. The information you provide in this part of the application is used by DNR to determine if the project meets basic eligibility criteria for funding under ch. NR 155. If the project passes this step, it will be reviewed and scored as outlined in the following sections.

Part II. Minimum Qualifications. A project can earn up to fifty-four (54) points in this part of the application. Each Question in this part of the application has a range of points that may be assigned. The project must be able to achieve the minimum number of points required for each Question. Failure to achieve the minimum for any Question in this part of the application will result in the project not qualifying for a grant.

Part III. Competitive Elements. A project can earn one hundred thirteen (113) additional points in this part of the application. There is no requirement to achieve minimum scores in this part of the application.

Part IV. Eligibility for Multipliers. Providing answers to this Question is optional. An applicant can increase the final score of the project if there is a local implementation program within the designated project area.

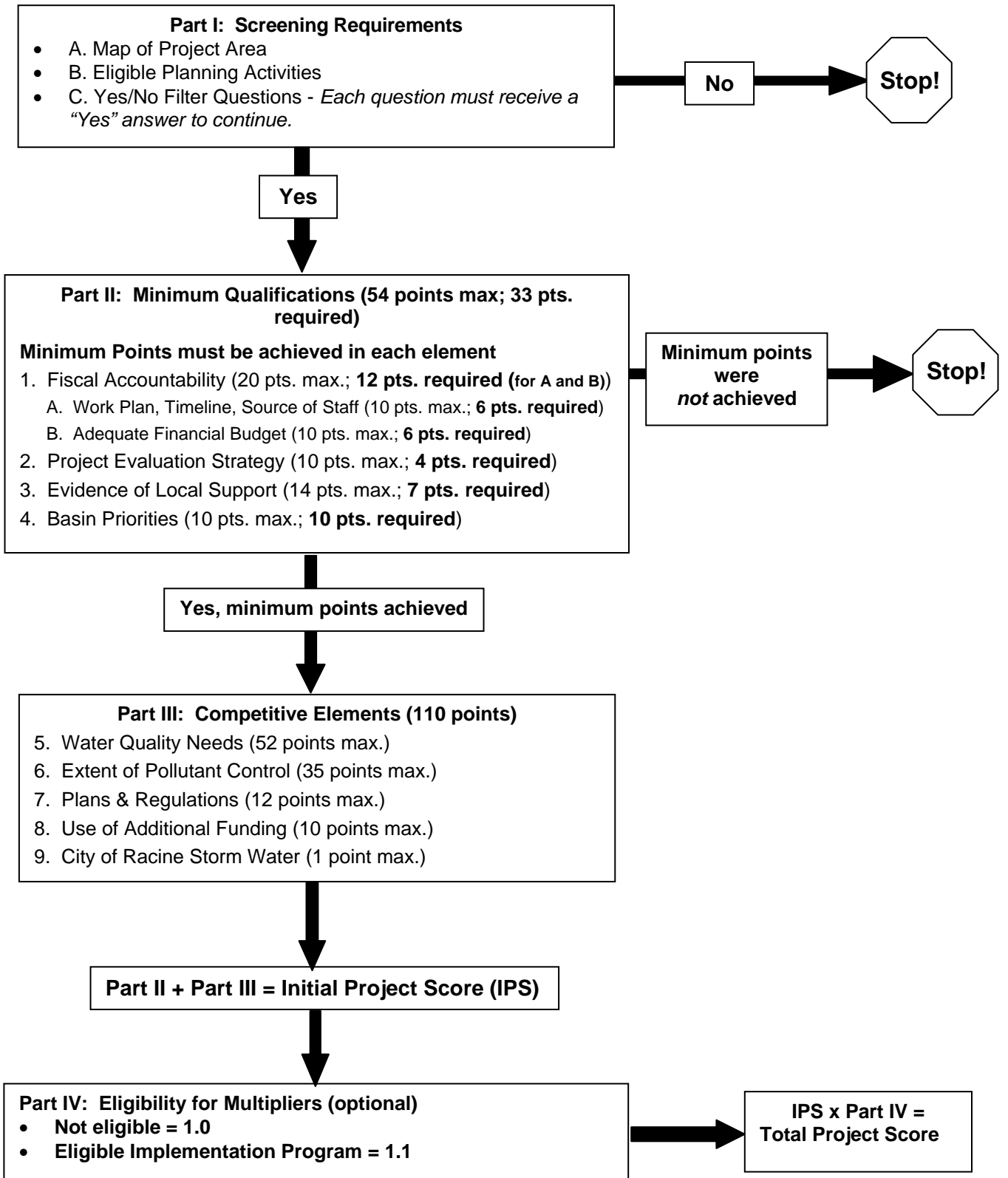
Applicant Certification. The grant application form must include the signature of the authorized representative for the governmental unit which is sponsoring the project.

Scoring the Application. The application will be given a score based on your responses, Departmental knowledge of the project area and the scoring criteria. The preliminary score for any particular Question will be adjusted if necessary to achieve better consistency between the intent of the Question and the project as defined in the application.

Tips For A Better Application

- Read the entire application instructions, including attachments, prior to beginning your submittal to familiarize yourself with the eligibility criteria, application requirements and the scoring criteria that will be used to evaluate your submittal.
- Call your DNR Regional Nonpoint Source (NPS) Coordinator early. The Coordinator may be able to provide you with assistance in planning your project. **Attachment C.: DNR Regional Nonpoint Source Coordinators** provides contact information.
- Before applying for a grant, spend some time discussing needs, goals and expectations with the whole stakeholder community. A little pre-planning will pay dividends down the road.
- If a consultant fills out your application, be sure to check the completeness and accuracy of the information. Remember, as the grant applicant, you are responsible for the accuracy of the information provided on your application and fulfilling necessary requirements.
- When considering your public education needs and budget, keep in mind that DNR and UW-Extension have numerous fact sheets, brochures and guides already developed on many related topics. Before developing your own publication, check with your Regional NPS Coordinator to see if a publication already exists that can be used or modified.
- You can save money in your ordinance development projects by using model ordinances. Contact your Regional NPS Coordinator for copies of examples, or use the Runoff Management Section's Model Ordinances, found in ch. NR 152 and at our website at:
<http://dnr.wi.gov/org/water/wm/nps/rules/NRrules.html#nr152>.
- ***AND MOST IMPORTANTLY: Feel free to ask questions if you don't know how to proceed or need clarification on such topics as eligible costs or grant administration procedures.***

Figure 1.: Nonpoint Source Scoring System Flow Chart



Grant Application Instructions

This informational section collects data about the applicant and the project. Prior to filling out this section, you should review Part I first to determine if the project will be eligible for a UNPS&SW grant.

A. Applicant Information

The Applicant must be a governmental unit. "Governmental unit" means any unit of government including, but not limited to, a county, city, village, town, tribes, metropolitan sewerage district created under ss. 200.01 to 200.15 or 200.21 to 200.65, Wis. Stats., town sanitary district, public inland lake protection and rehabilitation district, regional planning commission or drainage district operating under ch. 89, Wis. Stats., or ch. 88, Wis. Stats. Governmental units also include school districts.

The Authorized Representative is the person authorized to sign contracts for the governmental unit. A consultant cannot be either the Authorized Representative or the Governmental Contact Person. If the Governmental Contact Person is the same as the Authorized Representative, write in "same."

If you are submitting a joint application with another governmental unit, you must submit a DRAFT Intergovernmental Agreement (IGA) that meets the requirements of **Attachment H**.

Project Information

A. Project Name

The project name should be a unique identifier of this particular project.

B. Location of Project Area:

Provide the name of the county and any other minor civil division(s), such as towns, cities or villages included in the project area. List the Town, Range (East or West) and sections included in the project area. If all sections in a Town and Range are included, write "all" in the space provided for sections. Provide the latitude (**in degrees, minutes, and seconds North of the Equator only**) and longitude (**in degrees, minutes, and seconds West of the Prime Meridian (in Greenwich, England) only**) for a single point located approximately in the center of the project area. Indicate the method used for determining this data point.

C. Project Summary:

The project summary should communicate the essence of the project in a paragraph or two. This is a broad overview so the reviewer can immediately understand the fundamental nature of the project.

Include nonpoint pollution sources this project will target, water quality need, and the planning activities for which you are requesting funding. If you want to provide additional information, include it as an attachment at the end of the form.

D. Watershed

A watershed is a drainage area or basin in which all land and water areas drain or flow toward a central collector (such as a stream, river, or lake at a lower elevation). The watershed for a major river may encompass a number of smaller watersheds that ultimately combine at a common point. The state has been divided into 334 watersheds. See **Attachment A**. for information about determining the watershed.

For each watershed in the project area, include the following: watershed name; watershed code; percentage (%) of the project area within each watershed; primary waterbody or waterbodies affected by the project. The primary waterbody is defined as the waterbody for which credit is taken in Questions 4. (Basin Priorities) and 5. (Water Quality Need) of this application. See **Attachment A**. for instructions on how and where to retrieve watershed and waterbody information. If your planning project is in more than one watershed, **do not** submit separate applications for each watershed.

Part I. Screening Requirements

This set of Questions will determine if the project is eligible for the UNPS&SW grant program.

A. Map

Using a United States Geological Survey (USGS) Topographic Map or topographic map obtained from the DNR's WebView or Surface Water Data Viewer (8.5" X 11" copy), show the project boundaries and the perimeter of the project drainage area and the hydrologic unit. Also, show major roads, including road names, in the project area. If a USGS map is inappropriate, contact the Regional NPS Coordinator to agree on an alternative map submittal. Be sure to label the map with the project name. Failure to submit a map may result in removal of the application from further consideration. See **Attachment A.** for more information about the DNR's map viewers.

Submittal of an aerial photo is also encouraged because it may enhance the reviewer's understanding of the project and its location. These are available through the DNR's WebView or Surface Water Data Viewer.

B. Planning Activities

Check the Planning Activities for which funding is requested. If a specific project activity is not listed, check the "Other" box and enter the activity name in the space provided. Before checking "Other," determine that the specific project components are consistent with the cost-share eligibility provisions in **Attachment D.**

C. Filters

Note: You must be able to answer "Yes" to each of the filters to be eligible for a grant.

The filters determine if the applicant is eligible to apply for a grant. These filters are a means to measure whether an appropriate level of effort has been directed toward the success of the project.

Filter 2 indicates whether the project will be completed within 24 months.

Filter 5 requires that the project not work at cross-purposes to the performance standards. This does not mean that only projects that address performance standards are acceptable. For example, a storm water plan may include recommendations for such things as thermal controls or stream bank restoration, even though there are currently no state performance standards that address these activities. However, recommendations for such items may not interfere with the governmental unit's ability to meet performance standards.

Filter 6 requires the applicant to contact the Regional NPS Coordinator prior to submitting the application. Only people listed in **Attachment C.** are Regional NPS Coordinators.

Filter 7 requires that the applicant has adequate authority to implement the project and carry out planning recommendations. If the project area is outside the applicant's jurisdiction, additional criteria must be met before the project can be considered eligible for funding. The additional criteria include submittal of a draft Intergovernmental Agreement (IGA) meeting the requirements of **Attachment H.**

Filter 8 is based on special eligibility criteria for projects on University of Wisconsin campuses. Projects located on UW campuses must meet additional criteria to be considered eligible for funding.

Filter 9. You must attach a draft Inter-Governmental Agreement, if required.

Part II. Minimum Qualifications

The Questions in this section determine whether the project is qualified to receive a UNPS&SW grant under the state guidelines. The project must be able to achieve the minimum number of points required for each Question. Failure to achieve the minimum for any Question in this part of the application will result in the project not qualifying for a grant. The maximum number of points attainable in Part II is 54.

	Points	
	Max	Min
Question 1. Fiscal Accountability	20	12
A. Timeline and Source of Staff <i>(Data for example only)</i>	10	6

EXAMPLE 1.		
For each applicable milestone listed below, fill in the appropriate data:		
Milestone	Target Completion Date (month/year)	Source of Staff
Basic Milestones		
Prepare Preliminary Scope	2/10	Municipal Staff
Prepare Request for Proposal	3/10	Municipal Staff
Select Consultant	4/ 10	Municipal Staff
Finalize Scope of Services and Contract	5/10	Municipal Staff and Consultant
DNR Approval of Contract	5/10	Municipal Staff and DNR
Kickoff Meeting	6/10	Municipal Staff and Consultant
Internal Meetings with DNR	1/10 and 6/10	Municipal Staff, DNR and Consultant
Presentation to Council	6/11	Municipal Staff and Consultant
Submit Project and Final Report to DNR	9/11	Municipal Staff
Additional Milestones		

Applications which provide a well-defined work plan and a thorough project timeline demonstrate that the governmental unit has planned the project extensively. This indicates that the project is ready to proceed and that it will be successfully completed within the grant period. Refer to **EXAMPLE 1. Attachment D.** contains policies for eligible technical services funding.

Every project must identify the Basic Milestones provided in the application. It is also preferred, although not required, for the application to identify Additional Milestones that reflect additional detail. This can be shown by adding Additional Milestones to the Table or by making reference to an attached project schedule such as that prepared as part of a detailed Scope of Services.

Scoring

At least six (6) points under Part A. are required to qualify for a grant.

Proposals which include Target Completion Dates, and Source of Staff for all the Basic Milestones will be awarded six (6) points. Projects which include this information for Additional Milestones will be awarded from seven (7) to ten (10) points based on relevance and level of detail. Those projects with an incomplete or inadequate timeline or failure to identify staff will receive less than the number of points needed to qualify.

Points	
Max	Min

B. Adequate Financial Budget: (Data for example only)	10	6
--	-----------	----------

An application presenting a more detailed budget demonstrates that the planning of the project by the governmental unit is more advanced compared to an extremely general “guess-timate.” Its budgetary projections are more solid and it may be ready to bid. That project is more likely to be successfully completed within the grant period.

The Cost-Share Worksheet is provided to help with understanding the principles of cost-share and funding caps. The results of these calculations are also used to determine the scoring for Question 8. - Use of Additional Funding.

Financial Budget Table:

1. Provide the planning project’s components, detailing significant items where cost separation is practicable. Insert the total cost of each project component in the appropriate cell within Column B., and bring the amount of that cost for activities that are eligible for cost-sharing into the respective cell in Column C. Column C. may be less than Column B. if some or all of a component is ineligible.

EXAMPLE 2.

Provide the following information for the project. The state share may not exceed 70% of eligible costs. The grant amount is capped at \$85,000.

FINANCIAL BUDGET – PLANNING PROJECTS

A.	B.	C.
Project Activity	Estimated Total Cost (\$)	Amount from Column B. Eligible for Cost-Sharing (\$)
Mapping & Records Review	2,500	2,500
Develop Plan	12,500	12,500
Analyze Alternative Practices	3,000	3,000
Recommend Practices & Prioritize	2,000	2,000
Printing	250	250
Public Meeting	200	200
Municipal Staff GIS	3,000	0
1. Total	\$23,450	\$20,450

Refer to **Attachment D.** of this application for a list of Planning Activities which are eligible for cost sharing under this grant program.

Cost-Sharing Worksheet **EXAMPLE 2., cont.**

Eligible Costs:	
2. 70% of column C, Total, Row (1) above	14,315
Cap Test:	
3. Maximum State Share {Row (2) or \$85,000, whichever is less}	14,315
State & Local Share:	
4. Requested State-Share Amount (=Requested Grant Amount)	12,270
5. Local-Share Amount [Total Row (1), column B less Row (4)]	11,180
Local-Share Source(s):	
General Fund	_____
Method(s) Used to Calculate Cost Estimates:	
Competitive Bids	_____

2. This amount is 70% of the total eligible costs identified in Column C., Row (1) of the Table.

Part II Minimum Qualifications, cont.

3. This is the maximum cost share for which you are eligible. Your cost-share limit is \$85,000.
4. Enter the amount requested in this application. This is the requested State-Share Amount. You may request a state share equal to, or less than, the amount entered in Row (3). If you choose to ask for less than the maximum state share from Row (3), the project will score additional points under Question 8.
5. The difference between Total Costs and the State-Share Amount [(Row 1), Column B. less Row (4)]. This difference is the financial responsibility of the grantee.
Describe how Row (5), Local Share, will be funded.

Quality of Cost Estimates

Describe the method used to estimate the costs presented in the table and indicate how well the estimate is expected to compare with actual project costs.

Scoring

At least six (6) points are needed under Part B. to qualify for a grant. The score will be based on a combination of two factors: a) the level of detail expressed in the activity list included in the financial table; and b) the quality of the cost estimates used in the financial table.

The level of detail included in the activity list will generally be scored as follows:

- *Detailed list of activities and sub-activities: five (5) points;*
- *Only major activities listed: two to four (2 to 4) points;*
- *Poor activity detail, such as one lump sum: zero to two (1 to 2) points.*

The quality of the cost estimate will generally be scored as follows:

- *Competitive bid, or equivalent: five (5) points;*
- *Draft scope of services and average cost data, or equivalent: four (4) points;*
- *Similar project profile to other projects in municipality and average cost data, or equivalent: three (3) points;*
- *Similar project to other projects in state or region and average cost data, or equivalent: two (2) points;*
- *Other data of lesser quality than any above: zero to one (0 to 1) point.*

Points

	Max	Min
Question 2. Project Evaluation Strategy	10	4

One of the many demands upon all of the nonpoint pollution abatement programs is to provide evidence of the progress, or project results. Feedback is necessary to determine if funds expended are having an impact.

For Part A., the evaluation strategy must consist of a summary report to the DNR that quantifies how implementation of the project (such as a storm water management plan, ordinance or utility district) is projected to decrease storm water impacts on waters of the state. This should include how implementation will help achieve state non-agricultural performance standards contained in ch. NR 151. This report can be submitted as part of, or as a supplement to, the final product being prepared, or in the Final Report [Form 3400-189].

In Part B., describe the type of tracking information that will be provided to the Department, including a timeline. Tracking starts after the Final Report is submitted, and lasts for at least one (1) year. This tracking strategy could include tracking progress of recommendations made in a storm water management plan, tracking progress in adopting or operating a storm water utility district or tracking the effectiveness of an information and education program developed under the grant. A detailed tracking strategy must be submitted with the final planning product. The tracking results must be submitted in a report (separate from the Final Report) to the Department after the tracking period is over.

Scoring

At least four (4) points are required to qualify for a grant.

Four (4) points will be awarded for Part A.

Points will be awarded for Part B. as follows:

For each year of post-project tracking and reporting, three (3) additional points will be awarded up to the maximum six (6) points.

	Points	
	Max	Min
Question 3. Evidence of Local Support	14	7

This Question assesses the operational soundness of the proposed project. If the local share is already budgeted and if the citizen groups within the project area have already indicated their support, then it's more likely that the project will be successfully completed within the grant cycle.

For Part B., evidence of support can be letters, resolutions or excerpts from public meeting records. These materials must be submitted with the application.

Scoring

At least seven (7) points are required to qualify for a grant.

Part A. Points will be awarded as follows:

Eight (8) points will be awarded if the local-share funds for the project expenses are already included specifically in an **adopted** budget;

Six (6) points will be awarded if the governmental unit has indicated that it will take necessary steps to include the project in the **proposed** budget.

If part of the budget is in an approved budget and part will be proposed in the upcoming budget, this must be indicated and an average score between six and eight (6 and 8) points will be assigned.

Note: DNR recognizes that this application is due prior to the adoption of most governmental unit budgets. At a minimum, DNR expects the applicant to assure that every effort will be made to have this project presented and discussed as part of the budget development process. If the project is selected for funding, DNR will require firm evidence that the local share is approved by the governmental unit before the grant document will be drafted.

Part B. Points will be awarded as follows:

Up to six (6) points will be awarded if the governmental unit has provided written documentation (e.g., letters of support, meeting minutes) of local support from community stakeholders for the specific project being proposed in this application. Two (2) points will be added if the local support is from municipal committees or councils representing the applicant. Four (4) points will be added if the local support is from citizen groups.

Up to three (3) points will be awarded if the governmental unit has provided written documentation (e.g., letters of support, meeting minutes) of local support from community stakeholders for addressing general water resource needs in the community even though the specific project being proposed has not been discussed. One (1) point will be added if the local support is from municipal committees or councils representing the applicant. Two (2) points will be added if the support is from citizen groups.

	Points	
	Max	Min
Question 4. Basin Priorities	10	10

Check the one Category that best represents the project. Basin priorities include statewide priorities, such as Clean Water Act (CWA) s. 303(d) List of Impaired Waters, as well as those identified in the DNR State of the Basin reports.

Part II Minimum Qualifications, cont.

In the descriptions of the basin priority Categories, the term “nonpoint source” includes all urban storm water runoff, including that from municipalities required to obtain a permit under ch. NR 216.

A project is considered to be "directly dealing" with one of these waters if the location of the project is within the watershed and upstream of the listed waterbody, but not any farther upstream than the first impoundment for projects that manage sediment.

A. Clean Water Act s. 303(d) List of Impaired Waters

A project with water quality goals directly dealing with a waterbody (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of Impaired Waters as submitted by DNR to EPA, where the cause of the water quality impairment is nonpoint source pollution and the project will reduce the type of nonpoint pollutants for which the water is listed. Generally, these waters are identified as being in the “nonpoint source dominated” or “point source/nonpoint source blend” categories. See **Attachment A.** for identification of waters on the s. 303(d) List.

B. Outstanding and Exceptional Resource Waters (ORW/ERW)

A project with water quality goals directly dealing with prevention of degradation due to nonpoint pollution sources of high quality, recreationally significant waters, outstanding and exceptional resource waters as listed in s. [NR 102.10](#) and s. NR 102.11.

C. NPS Rankings

Information needed to evaluate the basin priority from the NPS Rankings List is contained in **Attachment A.** This category includes any project in a large-scale watershed, a small-scale watershed, lake watershed, or other area that is ranked high or medium on the NPS Rankings List, where the goals of the project are directly associated with the reason the watershed or lake is ranked. Small-scale watersheds are indicated as "ss" in the column labeled "Other Ranking Information" within the NPS Rankings List.

D. Amendment of NPS Ranking List Using State of the Basin Reports

Information in a DNR State of the Basin report indicates a need to amend the NPS Rankings List because the stream, stream segment, or lake in the project area is being affected by nonpoint sources of pollution. Supporting information from a State of the Basin report may be from the waterbody narrative, the watershed table, or the basin report recommendations.

This information can be used in the ranking of the project's waterbody if and only if the Regional NPS Coordinator documents the need and agrees to submit an amendment request to the respective basin plan for the waterbody of concern. The amendment approval, if available, and/or the request, shall be submitted with the application. The amendment request must come from the Regional NPS Coordinator and be supported by the Regional Water Quality Planner or biologist for that area. Contact the Regional NPS Coordinator for information concerning this question.

The primary source of information for this category is the State of the Basin reports provided by the Department. Some of these are available on the DNR website at:

<http://dnr.wi.gov/org/gmu/gmu.html> or from the Regional NPS Coordinator. For the Upper Chippewa, Lake Superior and Mississippi/Lower St. Croix basins, you will need to contact the Regional NPS Coordinator to obtain the most current information.

E. Amendment of the NPS Rankings List Using Other Data Sources

If you contact the Regional NPS Coordinator and it is determined that adequate data exists to request a ranking of high or medium for a waterbody that currently has not been ranked or has been ranked low on the NPS Rankings List, this category may be selected.

This additional data can be used in the ranking of the project's waterbody if and only if the regional office has collected the data, documented the need and the Regional NPS Coordinator agrees to submit an amendment request to the respective basin plan for the waterbody of concern. This is a time-consuming process and in most cases cannot be completed before the application is due on April 15th of the year the application is submitted. The amendment approval, if available, and/or the request, shall be submitted with the application. The amendment request must come from the Regional NPS Coordinator and be supported by the Regional Water Quality Planner or biologist for that area. Contact the Regional NPS Coordinator for information concerning this subject.

F. Sources of Information for Areas Not Included in State of the Basin Reports

For some border waters, there is no State of the Basin report (*i.e.*, along the Mississippi River or the Great Lakes). For these situations, another governmental document, accepted by the Regional NPS Coordinator, can be used to classify the resource as having a significant nonpoint source pollution impairment.

G. Not Included in Other Categories

A project located in a watershed not assigned to another category above.

Scoring

At least ten (10) points are required to qualify for a grant. You will only receive credit for one (1) category.

*Each category (A. through F.) is worth ten (10) points if checked. As long as you check one (1) of Categories A. through F, your project is eligible to be scored. **Caution: If Category G. is selected, no points will be awarded and the project will not qualify for a grant.***

Part III. Competitive Elements

The Questions in this section will help to determine the quality of the project compared to other projects. There are no minimum point requirements for these Questions. However, when funding is limited, projects are ranked by total score and projects earning points in this section will be more likely to be funded. The maximum number of points attainable in Part III is 110.

Max Points

Question 5. Water Quality Needs

52

This Question deals with the water quality need of the waterbody affected by the proposed project. Projects may address water quality needs associated with both rehabilitation and/or protection of surface water and groundwater.

One source of information to answer this Question is the State of the Basin reports provided by the Department. Some of these reports are available on the DNR website at: <http://dnr.wi.gov/org/gmu/gmu.html> or from the Regional NPS Coordinator. For the Upper Chippewa Basin and Lake Superior Basin, you will need to contact the Regional NPS Coordinator to obtain the most current information.

For some border waters (*i.e.*, along the Mississippi River or the Great Lakes), there is no State of the Basin report. For these situations, another governmental document, accepted by the Regional NPS Coordinator, can be used to classify the resource into one of the categories.

A project is considered "directly dealing" with a waterbody on the list if the location of the project is within the watershed and upstream of the listed waterbody, but not any farther upstream than the first impoundment for projects that manage sediment.

Check all applicable boxes for the project area. Because planning areas may encompass several square miles, more than one category may apply. If so, estimate the portion (percentage, (%)) of the project area that falls into each category and record it in the space provided. The project information you presented at the beginning of this application will be helpful (see Project Information, Part D.).

Surface Water Considerations:

A. Clean Water Act s. 303(d) List of Impaired Waters

A project with water quality goals directly dealing with a waterbody (lake or stream) on the Clean Water Act (CWA) s. 303(d) List of Impaired Waters as submitted by DNR to EPA, where the cause of the water quality impairment or degradation is caused by nonpoint sources and the project will reduce the type of nonpoint pollutants for which the water is listed. Generally, these waters are identified as being in the nonpoint source dominated or point source/nonpoint source blend categories. See **Attachment A.** for identification of waters on the s. 303(d) List.

B. Not Fully Meeting Uses

A project with water quality goals directly dealing with a waterbody (lake or stream) identified in a DNR State of the Basin report as not meeting or partially meeting designated uses due to nonpoint sources, but is not on the s. 303(d) List.

C. Outstanding or Exceptional Resource Waters

Prevention of degradation due to nonpoint sources of outstanding or exceptional resource waters or high quality, recreationally significant waters as listed in s. [NR 102.10](#) and s. NR 102.11.

D. Surface Water Quality

A project with water quality goals directly dealing with prevention of degradation of surface water quality due to nonpoint sources. Waters in this category are not high quality, recreationally significant waters.

Groundwater Considerations: ***E. Exceeds Groundwater Enforcement Standard**

A project with groundwater quality goals where representative information indicates that stormwater pollutants are present in groundwater at levels that exceed groundwater Enforcement Standards (ES). Representative information includes at least one (1) sample per square mile, and of the samples taken, greater than 10% should exceed the enforcement standard (ES).

F. Groundwater Quality

The project area is within a geological area defined in **Attachment G.** as susceptible to groundwater contamination. (See **Attachment G.**)

G. Exceeds Groundwater Preventive Action Limit

A project with groundwater quality goals where representative information indicates that stormwater pollutants are present in groundwater at levels that exceed the Preventive Action Limit (PAL). Representative information includes at least one (1) sample per square mile, and of the samples taken, greater than 10% exceed the preventive action limit (PAL).

*Consult the Regional Drinking Water and Groundwater Specialist or the County Extension office

. <http://dnr.wi.gov/org/water/fhp/waterway/watermanagementspecialists.html>.

Scoring

Points will be awarded as follows:

Category A.: 45 points;

Category B.: 20 points;

Category C.: 12 points;

Category D.: 6 points;

Category E.: 30 points;

Category F.: 25 points;

Category G.: 20 points.

For project areas that contain more than one Category, an average score will be assigned.

Bonus (Seven (7) maximum points)

In addition to the points awarded for the water quality need, a project with water quality goals relating to reducing nonpoint source contaminants in community and non-community public drinking water supplies may earn up to seven (7) bonus points. Bonus points may only be awarded in one Category (ground water or surface water).

If the project's water quality goal is indicated by the applicant checking box E., F. or G. in the main part of the Question, then the project is considered to be a groundwater protection project. If this is the case, then the number of bonus points awarded is based on the type of water supply wells in the project area. Applicants should contact the DNR Region to determine the type and location of wells affected. The geographic location of the project will have to be provided to the DNR staff so they can make the determination based on maps which may not be available to the public.

If the project's water quality goal is indicated by the applicant checking box A., B., C. or D. in the main part of the Question, then the project is considered to be a surface water protection project. If this is the case, then the number of bonus points awarded is based on the specific surface water drainage area where the project is located. Because planning areas may encompass several square miles, more than one (1) Category may apply. If so, estimate the portion (percentage, (%)) of the project areas that falls into each category and record it in the space provided. **Attachment F.** contains a map that shows drainage areas for which bonus points can be awarded and the number of bonus points corresponding to each area.

Scoring

Ground water protection projects. If the applicant checks box (a.) (Municipal, Other-Than-Municipal

or Non-Transient water supply), then seven (7) bonus points will be awarded. If the applicant checks box (b.) (Transient water supply), then three (3) bonus points will be awarded. If the applicant checks box (c.), then no (0) bonus points will be awarded.

Surface water protection projects. If the project will affect a surface water drinking water supply, then the bonus points will be awarded as defined in **Attachment F**. If the project will affect a surface water drinking water supply, then the points will be awarded in accordance with the table in **Attachment F**. For project areas that contain more than one surface water Category, a weighted score will be assigned to the project area.

**Max
Points**

Question 6. Extent of Pollutant Control

35

The Department recognizes there are many components of a sound storm water management program. Ordinances, financing mechanisms, plans and educational programs all contribute to a sound program. Although all categories are important, some will have a greater impact on achieving reductions in pollutant loading.

Information and education activities are expected to be included as necessary into projects under categories A. through D. No additional points are awarded for information and education (I&E) activities included in these projects. Category E. is only intended for projects that will develop/implement a separate information and education program that is not tied to one of the other categories listed. An example of this type of project would be the development of an information and education program for targeted audiences affected by municipal stormwater permitting requirements within an identified urbanized area.

Check boxes only in the categories applicable to the project. In Category A., check all of the boxes that apply.

Categories B., C., and D. are either/or questions. Category E. is only for Comprehensive Information and Education projects such as a Stormwater Media Campaign or implementation of a Comprehensive Municipal Stormwater Education Program. Points will not be awarded for Category E. if any of the boxes in Categories A. through D. are checked. Category F. may be checked if the application is for a project to be conducted jointly with other municipalities, or if the project is to implement a storm water plan or strategy developed jointly with another municipality.

Note that credit can not be claimed for prior, or post-grant period work. Points are only awarded for activities that will be conducted under the grant, and grant time limits, being applied for, or awarded.

Scoring

A maximum of thirty- five (35) points can only be awarded for projects that contain all Categories A. through D., and Category F. A maximum of thirteen (13) points can be awarded for projects that contain only Categories E. and F.

A. Ordinances - A total of fifteen (15) points can be earned by planning for all of the ordinances listed. Subscores are: erosion control, five (5) points; stormwater, five (5) points; low impact development (LID) three (3) points; other (combined), two (2) points.

B. Financing Mechanisms - Seven (7) points will be awarded if a revenue resource, such as a storm water utility, is being developed, while just two (2) points will be awarded if the project is for a feasibility study only. Points may be reduced for projects that only update previous plans.

C. Developed urban areas - Six (6) points will be awarded if the plan addresses the developed urban areas for the entire geographic area comprising the governmental unit. Three (3) points will be awarded if the plan is for a fraction of that area. Points may be reduced for projects what only update previous plans.

D. New or Redevelopment - Four (4) points will be awarded if the plan addresses the new or redeveloped urban areas for the entire geographic area comprising the governmental unit. Two (2) points will be awarded if the plan is for a fraction of that area. Points may be reduced for projects what only update previous plans.

*E. Information & Education (I&E) - Ten (10) points will be awarded for Comprehensive I&E projects, provided that activities in Categories A. through D. have **not** been checked.*

F. Inter-municipal Cooperation (Bonus) - Three (3) points will be awarded if the application is for any

of the activities under Categories A. through E. to be conducted jointly with other municipalities or if the project is to implement a storm water plan or strategy developed jointly with another municipality. The inter-municipal cooperation must be **described** to earn this credit. However, a DRAFT Intergovernmental Agreement (IGA) is **not** required as part of the answer to this Question.

**Max
Points**

Question 7. Plans and Regulations

12

This portion of the application rewards applicants who will use this project to implement water quality recommendations in approved resource management plans, or who have regulations in place for construction or post-construction runoff. The existence of such plans and ordinances indicates a higher level of awareness of the impacts of nonpoint sources of pollution and a willingness to make improvements in a coordinated way.

In Part A., identify whether the proposed project implements a water quality recommendation in an approved local plan where the project will meet a WPEDES storm water permit requirement. If the answer is "Yes," briefly describe how the project implements the plan recommendation or permit requirement. In Part B., identify if the applicant has regulations in place for construction site erosion control and post-construction storm water management. To answer "Yes," the ordinance must include, at a minimum, the performance standards under NR 151.11 for construction site erosion and the performance standards under NR 151.12 for post-construction storm water runoff. To check a box "Yes," the ordinance must be in effect as of April 15, 2009. See **Attachment E.** for a summary of the non-agricultural performance standards in s. NR 151.11 and s. NR 151.12.

Scoring

Up to twelve (12) points may be awarded for this Question. Under Part A., four (4) points will be awarded for projects that implement a recommendation in a local water quality plan. For Part B., up to eight (8) points may be awarded. Four (4) points will be awarded for an adequate construction erosion control ordinance and four (4) points will be awarded for an adequate post-construction storm water ordinance.

**Max
Points**

Question 8. Use of Additional Funding

10

Based on the computations in the Financial Budget Table [Part I., Row (4) of the "Cost-Sharing Worksheet"], the project may receive additional points proportionate to the amount by which the applicant intends to lower the eligible state share.

Applicants are encouraged to coordinate and leverage funds from a variety of sources (federal, state, local, etc.) for their projects. To this end, additional points can be earned by requesting UNPS&SW funding that is lower than the maximum allowable.

To receive points, the requested state share must be below the \$85,000 cap AND less than the maximum 70% cost-share rate.

Scoring

For every percentage-point reduction in the maximum state cost-share rate, the project will receive a half (0.5) point, up to a maximum of ten (10) points. For example, on the \$20,450 project in the example for Question 1.B., Financial Budget, the maximum state share would be 70% of \$20,450, or \$14,315. If, instead, you only ask for \$12,270, the effective rate would be 60% [$\$12,270/\$20,450$]. Since 60% is a reduction of ten (10) percentage points from the maximum state cost-share rate [70%], this question would yield five (5) points.

If, instead, the project's total cost was \$150,000, the most you could request would be \$85,000, or 57%. If you requested \$80,000, instead of the available \$85,000, that would be a 53% state share – which would be a reduction of four (4) percentage points and would yield two (2) points for this Question.

**Max
Points**

Question 9. City of Racine

1

Check the box on the application form if this is an application from the City of Racine for a project that is necessary to enable the city to comply with a storm water permitting requirement.

Part IV. Eligibility for Multipliers

Completion of this part of the application is optional. However, an applicant can increase the final project score by qualifying for a project multiplier.

Local Implementation Program

The project score multiplier will be used to increase the initial project score for projects where a local government conducts additional activities which implement a broader storm water management program within the designated project area. The Department will use the information provided to determine whether a multiplier is appropriate, consistent with s. NR 155.19(4). If the project does not qualify for a project multiplier, the initial project score will be the final score.

Implementation of a pollution prevention information and education program targeted for property owners and other residents would address such things as management of tree leaves and grass clippings, fertilizer and pesticide management, pet waste management and restrictions on dumping and illicit discharges into the storm drain system.

Scoring

The Department will multiply the initial project score, from Parts II and III of this application, by a factor of 1.1, if the listed activities are in place at the time of application submittal. At a minimum, items A. (pollution prevention I&E) and C. (permit tracking) must be in place. If the governmental unit owns parcels containing at least five (5) acres of pervious area, item B. (nutrient management) must also be in place. If the governmental unit does not own any parcels containing pervious areas of this size, then it may check this item as Not Applicable (N/A) and will earn the 1.1 multiplier as long as items A. and C. are checked.

Optional Additional Information

There may be aspects of the project that do not fit neatly into the categories covered by this application, but will lead to a better understanding of the project by the grant application reviewers. Enter this information in the space provided.

Applicant Certification

The Authorized Representative (who is authorized to sign contracts on behalf of the local unit of government) must sign as shown on the Authorizing Resolution (See **Attachment I.**), and date the application form prior to submittal to the DNR. All four (4) copies must include the Authorized Representative's signature, and the Authorizing Resolution (See **Attachment I.**). In addition, an electronic version in Microsoft Word format only of the form must be submitted.

Attachment A.: Basin Priority and Water Quality Needs Information for Watersheds

To aid you in obtaining the necessary geographic and water resources information and s. 303(d) List of Impaired Waters and NPS Rankings information to answer Questions 4. and 5., you can look up map information on DNR's website on the **Surface Water Data Viewer (SWDV)** or **DNR WebView**. The SWDV is a subset of WebView and provides information about water resources; *i.e.*, watershed name, watershed code, waters on the s. 303(d) List and NPS Rankings. The following instructions will help you get the basic map layers set up so you can also find things, such as the township, range, section, or the name of your receiving water. **If you need additional help, please contact your Regional NPS Coordinator listed in Attachment C.**

1. Go to http://dnr.wi.gov/org/water/data_viewer.htm
2. Choose **Surface Water Data Viewer Mapping Application** on the left side.
3. Make sure that the **Zoom In** button at the top of the map is selected (outlined in yellow).
4. Draw a small square with the mouse over the general area of your project on the state map. [You can also use the **Zoom To** button.]
5. To fine tune the area of the map, once you are in the general area you want, use the **Zoom In** button at the top of the map.
6. Across the top of the Data Viewer (under the pictures) are tabs. Click on the **Layers** tab. In **Layers**, scroll down on the left and click on the names to open up these folders: **Inland Water Resources**, **Monitoring & Assessments**, and **Land Descriptions & Cadastral**.
7. In **Inland Water Resources**, click the boxes for 24k Watersheds, DNR Water Mgmt. Units and Rivers & Streams.
8. In **Monitoring & Assessments**, click the boxes for Impaired Waters (s. 303(d) List) and Outstanding & Exceptional Waters.
9. In **Land Description & Cadastral**, click in all three boxes: Public Land Survey System (PLSS) Townships, Section and quarter-quarter (QQ). [Note: if a box is grayed out, that means you need to Zoom In for a closer look. At sufficient magnification, the check box will become enabled.]
10. **Imagery & Basemaps** may be useful for pinpointing your project area. Under this category, click on 2005 NAIP Color Air Photos. (Digital Topographic Maps may also be useful, but if you want to see the aerial photo, Digital Topographic Maps need to be off').
11. Click on the **Identify** button and then on the map location you are interested in to view information about that point.
12. If you do not see the necessary s. 303(d) List and NPS rankings information on the left of the screen, you probably need to zoom in more.

NOTE: For an uncluttered view inside a city boundary, in **Layers**, scroll to folder **Admin & Political Boundaries**, and uncheck the Cities and Villages box by clicking on it.

Wisconsin DNR
Surface Water Data Viewer

DNR Website | About | Contact

Layers Legend Find Location Select Help Print

Full State Zoom In Zoom Out Move Zoom Last Zoom to... Identify Advanced Tools

Surface Water Data Viewer

This Surface Water ArcIMS application is designed to provide information regarding water resources, monitoring stations and quality assessments on DNR's external site. Use this mapping tool to view and analyze watershed-related data, such as monitoring station locations, 303(d) listings or ORWERYV waters in the context of other relevant geographic features such as roads, civil divisions.

Tips & Navigation:

- Go to **Layers** to add or delete data in your view.
- Go to **Legend** to see how data is represented in the map.
- Go to **Find Location** to zoom to a specific geographic area.
- Go to **Select** to select a datalayer for analyzing the layer and/or attribute data.
- Go to **Help** to read online information on how to use the tools in the Surface Water Data Viewer.
- Use the **Zoom In**, **Zoom Out**, and **Zoom To** buttons to zoom the map.

Scale: 1:5,194,611 90 Selected Map Tool Zoom In Zoom Out

DNR Maps & Aerial Photography | DNR GIS Overview | Division of Water | Comments on this website

The results will appear on the left side and might look something like the sample below for Flynn Creek. You can scroll to see all of the data or choose to print it. Data points necessary for completing this grant application are highlighted green.

Coordinate Position

Lat/Lon: 43°13' N, 88°19' W
Decimal Lon/Lat: -88.320080, 43.232337
UTM 16N: 392808, 4787462
WTM91 (x,y): 656411, 307985

24K Rivers and Shorelines

Water Body Name: Flynn Creek
Register of Waterbodies Name: FLYNN CREEK
Water Body ID Code (WBIC): 852800
Line Type Code: ST
Surface Water Line ID: 72008512
Water Duration Code: PN

Civil Towns

MCD Fips Code: 24225
Name: Erin
City Class Code: 0
Area (Sq. Miles): 36.28
MCD Type Code: T

24K Watersheds

WSHED_NAME: Oconomowoc River
PWS_STATUS_CODE: C
NPS_PRIORITY_WSHED_YEAR: 1983
WSHED_CODE: UR09
NPS_ALL_RANK_CODE: High
NPS_STREAM_RANK_CODE: NA
NPS_LAKE_RANK_CODE: NA
NPS_GW_RANK_CODE: High

DNR Water Mgmt Units

Name: Upper Rock
Water Mgmt Unit Code: UR
Water Mgmt Unit No.: 22

PLSS Townships

PLSS DTRSQQ Code: 409180000
PLSS Range Direction Code: 4
PLSS Township: 9
PLSS Range: 18
PLSS Description: 09N18E

County Boundaries

Name: Washington
County FIPS Code: 131
DNR County Code: 67
DNR Region: Southeast Region

303D Rivers and Streams

Waterbody Name: FLYNN CREEK
WBIC: 852800
Segment: 1
Start mile: 0
End Mile: 5.92
Segment size: 5.92
Units: MILES
TMDL ID: 142
Assessment Level Type: Evaluated
NPS Rank: Not Ranked

Current Use: GENERAL ADVISORY, LFF (TFAL)
Attainable Use: WWFF
Supporting Attainable Use: Not Supporting
Designated Use: Default
Data Quality Type: B1, P1
Info Sources: NR102, Watershed Tables
Pollutants: Mercury, Sediment
Impairments: Contaminated Fish Tissue, Degraded Habitat
Sources: Atmospheric Deposition - Toxics, Non-Point Source
303d Category: NPS
303D Status: TMDL Development
303D Priority: High Priority
WADRS ID: 11507

Other Information Sources

Clean Water Act s. 303(d) List of Impaired Waterbodies

The following link provides another source of information to determine if your project site is located on the Wisconsin DNR's most recent list of impaired waterbodies (the s. 303(d) List, as required by the Clean Water Act):

<http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html>.

From the s. 303(d) List, you can determine the following for each site:

1. Watershed Code (sixth column from left for each list);
2. If the site is on the s. 303(d) List (Yes or No). On the far right, look for an X under the columns for NPS Dominated or Point/NPS Blend. **Only** those waterbodies that have an X in these columns are counted for this program;
3. The Water Body Identification Code (WBIC; third column from left for each list, if applicable).

Outstanding and Exceptional Resource Waters (ORW/ERW)

You can also find information about ORW/ERW at: <http://dnr.wi.gov/org/water/wm/wqs/>. There are both an alphabetical listing and a listing by county.

Attachment B.: Definition of Urban Project Area for Funding Under UNPS&SW Grants

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Under s. NR 155.11(31) and s. NR 155.17(2)(b)3, a project must be in an area that is either urban at the time the project application is submitted, or is expected to become urban within 20 years of application submittal, to be funded under a UNPS&SW-Planning Grant.

An "urban area" means an area with a population density of 1,000 or more persons per square mile, or an area of industrial or commercial land uses. Island parcels of land that are completely surrounded by these urban land covers may also be considered to be urban, even though the existing land cover may be something else. The following information provides further guidance to determine whether your project is in an urban area and eligible for funding.

Lands with a Population Density of 1,000 or More Persons per Square Mile

- This criterion applies to residential areas.
- The population density must correlate to the project area. If the project area covers only part of a governmental unit, then the density calculation should be based on the population and area within the project area boundary.
- The existing population in the project area shall be that shown by the latest decennial census or by subsequent population estimate under s. 16.96, Wis. Stats. For annually revised population estimates, refer to the Wis. Department of Administration, Division of Inter-Governmental Relations Website at:

<http://doa.wi.gov/demographics>

and reference the applicable population or population estimates. Other population projections may be obtained from the applicable Regional Planning Commission.

Commercial Land Uses

- This includes a variety of commercial land uses such as strip commercial, office parks, shopping centers and downtown commercial.
- This classification also includes governmental, institutional, transportation and recreational uses that contain source areas (such as parking lots, streets, storage areas, large landscaped areas) generating an above average amount of rainfall runoff volumes and/or pollutant loads.

Industrial Land Use

Eligible industrial land uses are more difficult to determine because eligibility is affected by other issues including whether the industrial land is publicly or privately owned and whether the areas are covered by storm water permits issued under ch. NR 216. The following industrial land uses are considered eligible for funding under the UNPS&SW Grant program:

- Manufacturing and non-manufacturing industrial land uses owned or operated by a governmental unit or the UW Board of Regents, including sites requiring coverage under subch. II of ch. NR 216;
- Manufacturing and non-manufacturing industrial land uses that are privately owned, but only those source areas (such as some separate employee parking areas or landscaped areas) that are not covered by a ch. NR 216 storm water discharge permit. These would be areas that are not considered to be contaminated with industrial activity.

Attachment C.: Wisconsin DNR Regional Nonpoint Source Coordinators

Wisconsin DNR Regional Nonpoint Source Coordinators

South Central Region	
<p>James Amrhein, (608) 275-3280 South Central Regional Headquarters-Fitchburg 3911 Fish Hatchery Road Fitchburg, WI 53711 For these counties: Green, Lafayette Jim.Amrhein@Wisconsin.gov</p>	<p>Jean Unmuth, (608) 935-1926 Dodgeville Service Center 1500 North Johns Street Dodgeville, WI 53533-2116 For these counties: Grant, Iowa, Richland Jean.Unmuth@Wisconsin.gov</p>
<p>Dan Heim, (920) 387-7865 Horicon Service Center N7725 State Trunk Highway (STH) 28 Horicon, WI 53032-1060 For these counties: Columbia, Dane, Dodge, Jefferson, Rock, Sauk Daniel.Heim@Wisconsin.gov</p>	<p>Laura Madsen, (608) 275-3201 South Central Regional Headquarters-Fitchburg 3911 Fish Hatchery Road Fitchburg, WI 53711 For these counties: Dane Laura.Madsen@Wisconsin.gov</p>
West Central Region	
<p>Scott Watson, (715) 241-6390 Wausau Service Center 5301 Rib Mountain Road Wausau, WI 54401 for these counties: Adams, Clark, Juneau, Marathon, Portage, Wood Scott.Watson@Wisconsin.gov</p>	<p>Karen Voss, (715) 839-3746 West Central Regional Headquarters 1300 West Clairemont Avenue, P. O. Box 4001 Eau Claire, WI 54702-4001 For these counties: Chippewa, Dunn, Eau Claire, Pepin, Pierce, St. Croix Karen.Voss@Wisconsin.gov</p>
<p>Cindy Koperski, (608) 785-9984 La Crosse Service Center 3550 Mormon Coulee Road La Crosse, WI 54601 For these counties: Buffalo, Crawford, Jackson, La Crosse, Monroe, Trempealeau, Vernon Cindy.Koperski@Wisconsin.gov</p>	
Northern Region	
<p>Tom Blake, (715) 365-8940 Rhinelander Service Center 107 Sutliff Avenue Rhinelander, WI 54501 For these counties: Florence, Forest, Iron, Langlade, Lincoln, Oneida, Vilas Thomas.Blake@Wisconsin.gov</p>	<p>Ruth King, (715) 635-4142 Spooner Service Center 810 West Maple Street Spooner, WI 54801 For these counties: Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Price, Rusk, Sawyer, Taylor, Washburn Ruth.King@Wisconsin.gov</p>

Northeast Region		
Casey Jones, (920) 662-5407 Northeastern Regional Headquarters 2984 Shawano Avenue Green Bay, WI 54313 All Agricultural projects for these counties: Brown, Marinette, Menominee, Oconto, Shawano Casey.Jones@Wisconsin.gov ;	Gus Glaser, (920)-662-5461 Northeastern Regional Headquarters 2984 Shawano Avenue Green Bay, WI 54313 All Urban projects Region-wide Gus.Glaser@Wisconsin.gov	
Liz Spaeth-Werner , (920) 303-5426 Oshkosh Service Center 625 East County Road (CTH) Y, Suite 700 Oshkosh, WI 54901 All Agricultural projects for these counties: Fond du Lac, Green Lake, Marquette, Outagamie, Waupaca, Waushara, Winnebago Elizabeth.Spaethwerner@wisconsin.gov	Amy Callis, (920) 662-5460 Northeastern Regional Headquarters 2984 Shawano Avenue Green Bay, WI 54313 All Agricultural projects for these counties: Calumet, Door, Kewaunee, Manitowoc Amy.Callis@Wisconsin.gov	
Southeast Region		
Susan (Beaumier) Eichelkraut, (414) 263-8682 Southeastern Regional Headquarters 2300 North Martin Luther King, Jr. Drive Milwaukee, WI 53212 For these counties: Milwaukee, Ozaukee, Sheboygan, Washington Susan.Eichelkraut@Wisconsin.gov	Michelle Lehner, (414) 263-8498 All Agricultural projects region-wide Southeastern Regional Headquarters 2300 North Martin Luther King, Jr. Drive Milwaukee, WI 53212 Michelle.Lehner@Wisconsin.gov	Maureen McBroom, (262) 574-2126 Waukesha Service Center State Office Building, 141 N. W. Barstow Street., Waukesha, WI 53188 For these counties: Walworth, Waukesha Maureen.McBroom@Wisconsin.gov
Sharon Gayan, (414) 263-8707 Sharon.Gayan@Wisconsin.gov Matthew Aho, (414) 263-8586 Matthew.Aho@Wisconsin.gov Southeast Regional Headquarters 2300 N. Dr. M. L. King, Jr. Drive Milwaukee, WI 53212 For these counties: Milwaukee(-W. Milwaukee Basin), Washington	Pete Wood, (262) 884-2360 Sturtevant Service Center 9531 Rayne Road, Suite 4 Sturtevant, WI 53177 For these counties: Kenosha, Milwaukee(-Root/Pike River), Racine Peter.Wood@Wisconsin.gov	Jim D'Antuono, (262) 574-2122 Waukesha Service Center State Office Building, 141 N. W. Barstow Street., Waukesha, WI 53188 For these counties: Walworth, Waukesha James.D'Antuono@Wisconsin.gov

Madison-Central Office
Kathleen Thompson, (608) 267-7568 TRM & Urban NPS and Storm Water Grants Coordinator DNR, Central Office, WT/3 101 South Webster Street, P. O. Box 7921 Madison, WI 53707-7921 Kathleen.Thompson@Wisconsin.gov

Revised January, 2009

Revised January 12, 2009

Attachment D.: Planning Activities

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Section NR 155.16 includes local assistance activities eligible for funding in urban project areas under the UNPS&SW Management Grant Program. Two key restrictions apply:

- Grant funds may be used to cover the salary of staff hired or otherwise procured (such as under a contract) to complete the work. **These funds may not be used to cover staff salary for existing employees who perform project activities as part of their normal assignments.**
- Planning activities are only eligible for grant funding when conducted to address storm water quality, infiltration and small storm peak flow shaving issues consistent with the non-agricultural performance standards in ch. NR 151. If the project includes significant work that addresses drainage and larger storm flood control issues unrelated to achieving the water quality goals, these costs may not be included in the cost-shared amount.

Funding for most of the activities listed in s. NR 155.16 must be requested using this application. Eligible activities for which this application must be used are described below.

Eligible UNPS&SW Planning Activities

Urban runoff control planning activities, including:

- Storm water planning for areas of existing development, new development and re-development;
- Preparation of local ordinances affecting storm water including those for: construction site erosion control, post-construction storm water management, pet waste management, illicit discharge management;
- Evaluating local financing options for storm water programs, including storm water utilities.

Urban runoff control implementation activities, including:

- Local ordinance administration costs in excess of permit revenues, as needed to initiate a program;
- Administration associated with initial establishment of local storm water management funding programs, such as storm water utilities;
- Staff contracted or hired to work with landowners involved in storm water management activities (not including design);
- Illicit discharge detection and elimination;
- Project evaluation activities required by the grant.

Public participation, education and outreach activities including:

- Forming partnerships to manage urban runoff;
- Preparing and using educational materials and strategies;
- Developing and conducting demonstrations and tours.

Incremental costs associated with hired or contracted staff, directly related to completing the project, including:

- Training;
- Single audit costs;
- Travel expenses;
- Office costs and field equipment.

Special Note Concerning Technical Assistance Activities For Construction Projects

The following activities are eligible for assistance under the UNPS&SW Grant Program but are considered part of construction. **Consequently, funding for these activities must be applied for using Form 8700-299 for UNPS&SW construction projects.**

- Engineering design and construction services for BMP installation.
- Land acquisition and easement purchase, including appraisal costs.
- Cost of testing materials for use in BMP design, installation, or evaluation.

Attachment E.: Summary of Non-Agricultural Performance Standards

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Consistency Requirement

To be consistent with non-agricultural performance standards under ch. NR 151 the project must comprehensively address the performance standard that the project focuses on. In addition, local standards addressed by the project (e.g., thermal) must not work at cross-purposes to the State standards. The following criteria apply:

- A project may address **one (1) or more** of the following performance standards for a given geographic area:
 - Construction site performance standards for new development and redevelopment (s. NR 151.11);
 - Post-construction performance standard for new development and redevelopment (s. NR 151.12);
 - Developed urban area performance standard (s. NR 151.13).
- For any of the three (3) specific standards listed above that are selected as a project focus, the project must be comprehensive in its scope. This means that the project must work towards implementing the entire standard, not just bits and pieces. For example, if a community proposes to prepare a storm water plan for new development and re-development, it must address all components of s. NR 151.12. This means that the plan must address total suspended solids (TSS), peak discharge, infiltration, protective areas, and fueling and maintenance areas. This criterion is waived for components that are already covered by an existing plan of comparable detail in a manner consistent with ch. NR 151. For example, the DNR will fund development of ordinance provisions that address only infiltration if the other components of the standard (s. NR 151.12) are already covered by the existing ordinance.
- Planning products can be expanded to include other components for which there are no performance standards (e.g., storm water practices to achieve thermal standards). The non-performance standard-based component must not detract from, or in any way work at cross-purposes to, achieving performance standards under ch. NR 151.

Non-Agricultural Performance Standards

The following is a summary of non-agricultural performance standards under subchapters III and IV of ch. NR 151. The administrative code should be consulted for more detailed information.

Section NR 151.11: Construction Sites in New Development and Redevelopment

During construction, land disturbance of one acre (1) or more will need to control 80% of the sediment load coming off the construction site to the maximum extent practicable. In addition, these sites must also prevent tracking of sediment onto roads; prevent the discharge of sediment during site de-watering; protect storm drain inlets; and properly use, store and dispose of chemicals, cement and other construction materials.

Section NR 151.12: Post-Construction in New Development and Redevelopment

After October 1, 2004, construction sites of one (1) acre or more that were subject to the construction performance standards of s. NR 151.11 must provide storm water management plans that meet the performance standards listed below:

Total Suspended Solids

Eighty- (80%) percent of the total suspended solids that would normally run off the site in an average year must be retained. The reduction goal for redevelopment is 40%. For in-fill development under five (5) acres that occurs prior to October 1, 2012, the reduction goal is 40%. All other in-fill development has a reduction goal of 80%.

Peak Discharge Rate

The pre-development peak runoff discharge rate for the 2-year, 24-hour design storm must be maintained or reduced.

Infiltration

A portion of the volume of water running off the site must be infiltrated.

For residential land uses, that portion is either 90% of the pre-development infiltration volume or 25% of the post-development runoff from the 2-year, 24-hour storm. No more than one percent (1%) of the site would have to be dedicated to meeting the infiltration requirement.

For non-residential land uses (commercial, industrial, institutional), the portion to be infiltrated is 60% of the pre-development infiltration volume or 10% of the post-development runoff from the 2-year, 24-hour storm. For these sites, the cap is set at two percent (2%) of the project site.

The rule identifies situations where infiltration is optional and others where it is prohibited in order to protect groundwater.

Protective Areas

Permanent vegetative buffer areas must be maintained around lakes, streams, and wetlands to filter pollutants and protect against erosion. Buffer sizes range from 50-75 feet for most resources, varying according to the type and classification of the waterbody.

Fueling and Maintenance Areas

Petroleum product runoff from fueling and vehicle maintenance areas must be controlled to remove any visible sheen.

Section NR 151.24: Transportation Facilities

Roads and associated structures are also subject to the post-construction performance standards. Some specific modifications are made in recognition of the unique character of transportation facilities:

- Exemption from post-construction performance standards for highway resurfacing, reconditioning or minor re-construction; and
- Option to use a water quality-designed swale to meet the post-construction performance standard.

Note: Chapter NR 152: Model Ordinances for Construction Site Erosion Control and Storm Water Management contains, as appendices, model ordinances for both storm water management and for construction erosion control sites, exclusive of building construction, which is regulated by the Wisconsin Department of Commerce. The performance standards included in the model ordinances are taken from ch. NR 151. Adoption of the ordinances by the governmental unit is voluntary unless otherwise required by state law. The purpose of ch. NR 152 is to bring about uniformity of regulations that affect governmental units.

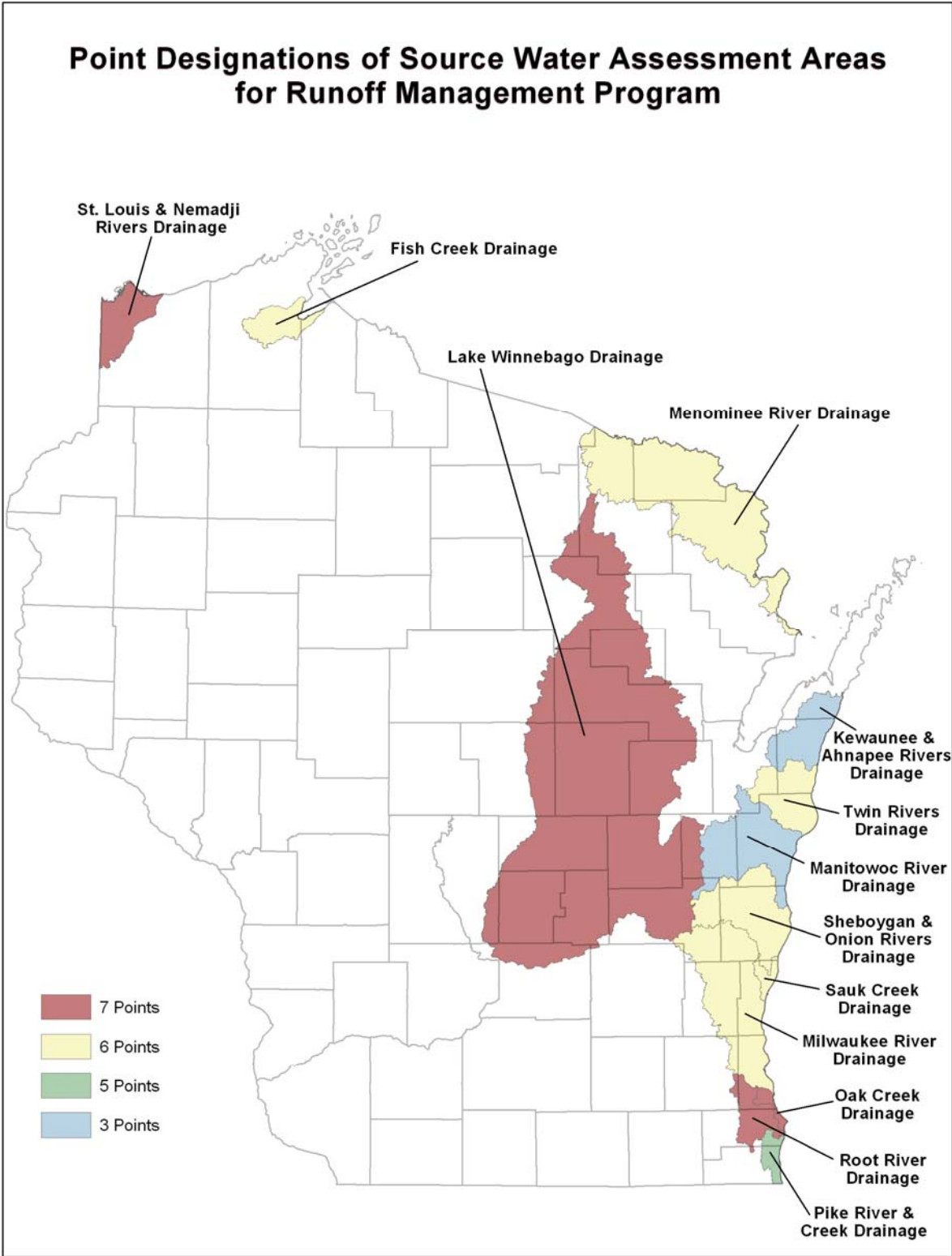
Section NR 151.13: Developed Urban Area Performance Standards

These performance standards apply to incorporated cities, villages and towns with a population density of 1,000 people or more per square mile. By **March 10, 2008**, these local units of government must be responsible for implementing a storm water management program that includes the following:

- Public education on the proper management of leaves and grass clippings, lawn and garden fertilizers, and pet wastes, and the prevention of oil and chemical runoff into storm sewers;
- A municipal program for proper management of leaves and grass clippings, including public information about the program;
- Application of nutrients on municipally-owned property in accordance with a nutrient application schedule; and
- Detection and elimination of illicit discharges.

In addition, municipalities which are subject to a storm water permit under ch. NR 216 must also reduce the total annual suspended solids loading from developed areas within the municipal boundary by **20% by March 10, 2008**. By March 10, 2013, these municipalities will be required to reduce this load by 40%

Attachment F.: Part III, Question 5. Bonus Points



Attachment G.: Groundwater Susceptibility

NR 151.12(5)(c)5: Areas “Susceptible to Groundwater Contamination”

Groundwater protection projects are those that reduce the pollution to groundwater coming from Storm water urban runoff. This would include projects designed to attenuate storm water flows into karst features or to reduce or eliminate storm water infiltration in areas with a high public health risk or in areas that contain inadequate soil profiles to properly attenuate pollutants.

Sensitive areas include those listed in s. NR 151.12(5)(c)5. These are areas the DNR has identified where Storm water storm water infiltration poses an environmental threat to ground water. These include:

- Direct runoff to karst features;
- Storm water infiltration of runoff from tier 1 and tier 2 industrial facilities;
- Storm water infiltration of runoff from runoff from fueling and vehicle maintenance areas;
- Storm water infiltration in areas within 1,000 feet up-gradient of karst features or within 100 feet down-gradient from karst features;
- Storm water infiltration of general urban runoff into soils less than three (3) feet deep to bedrock or seasonally high groundwater;
- Storm water infiltration of runoff from industrial, commercial and institutional parking lots and roads, and from residential arterial roads, into soils less than five (5) feet deep over seasonally high ground water or bedrock;
- Storm water infiltration in areas within 100 feet of a private well or within 400 feet of a community well,
- Storm water Infiltration through soils that are laden with contaminants of concern as defined in s. NR 720.03(2);
- Storm water infiltration into soil that does not meet the following criteria:
 - At least three (3) feet in depth with 20% fines or greater;
 - At least five (5) feet in depth with 10% fines or greater.

Karst feature: an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets, rain, snow, ice melt or similar water that moves on the land surface via sheet or channelized flow.

Sinkhole: a topographic depression (unless filled) in which bedrock is dissolved or collapsed. Sinkholes may be open, covered, buried, or partially filled with soil, field stones, vegetation, weathered bedrock, water or other miscellaneous debris. Sinkholes are usually circular, funnel-shaped or elongated. Sinkhole dimensions vary by region. Wisconsin sinkholes generally range between 20 to 30 feet in diameter and four to ten (4 to 10) feet deep, although some can be wider and/or deeper.

Enlarged Fracture: a solution-enlarged or -widened bedrock fracture that usually narrows with depth.

Pavement: extensive bare areas of exposed bedrock surfaces with many enlarged fractures or sinkhole features.

Fracture Trace: a linear feature, including stream segment, vegetative trend and soil tonal alignment.

Spring/Seep: intermittent or permanent seepage of water from ground surface or bedrock outcrop or karst area.

Cave: a natural cavity, large enough to be entered, which is connected to subsurface passages in bedrock.

Swallet: a place where surface or stormwater drainage disappears underground.

Karst Fen: a marsh formed by plants overgrowing a karst lake or seepage area.

Mine Feature: a man-made shaft, tunnel, cave, hole, or other feature created for mining purposes.

Attachment H.: Inter-governmental (Inter-municipal) Agreement Template

INTERGOVERNMENTAL AGREEMENT REQUIREMENTS FOR JOINT PROJECTS

Background: Chapter NR 155, Wis. Adm. Code, allows local units of government to jointly apply for grant funding through the DNR's Urban Nonpoint Source Pollution & Storm Water Management Grant (UNPS&SW) Program. A joint application will not be considered unless the application includes a draft cooperative agreement amongst the participating local units of government. The purpose of the cooperative agreement is to clearly identify roles and responsibilities of each member for important things such as: entering into the grant agreement with DNR; fulfilling obligations under the grant for product development and product delivery; financial processing, including provision of local share requirements; record keeping; and reporting.

If the project is selected for funding, the draft agreement must be finalized, signed, dated, by an authorized representative of each participating unit of government, and submitted to the DNR, before DNR will issue the grant award. If there is no end date to the agreement, then only a starting date needs to be mentioned. If there is an end date, the end date cannot conclude before the end of the grant agreement. Be sure that the printed name, signature, and title of representatives authorized under s. 66.0301, Wis. Stats., are included. Also show the date on which each signature was affixed. All signatures and dates must be on the same page to ensure a legally binding agreement. You do **not** have a legally valid cooperative agreement if only one (1) party's authorized representative has signed the document.

REQUIRED CONTENT OF A COOPERATIVE AGREEMENT

At a minimum, the agreement must address the elements listed below. Your city, town, village, or county may require you to include other provisions or terms in your cooperative agreement.

1. Agreement Title.
2. Agreement Purpose (*Must include reference to the project name and grant application*).
3. Names of Participating Local Units of Government (LUG).
4. Assignment of the Following Responsibilities (*This list may be expanded as appropriate*):
 - a. Sign the Runoff Management Grant Agreement with DNR (*Only one LUG may be selected to enter into the grant agreement with DNR*);
 - b. Establish the grant account (*Only one LUG may be selected to establish the grant account to which DNR will issue reimbursements*);
 - c. Negotiate, sign, and oversee any professional services contracts;
 - d. Local development, approval and submittal to DNR of grant products, and final report;
 - e. Protocol for implementation of planning recommendations;
 - f. Manage grant account including invoices, payments, and reimbursements (*Must include responsibility for local share contribution by each partner, generation of funds for paying bills, bill payment procedures, procedures for submitting DNR reimbursement requests and for handling DNR reimbursement*);
 - g. Project records retention as required by sec. NR 155.29, Wis. Adm. Code

INSTRUCTIONS FOR AN AUTHORIZING RESOLUTION

The sample on the next page is a model of the authorizing resolution that is required and must be attached to a grant application for either the DNR's Targeted Runoff Management or Urban Nonpoint Source [Pollution] and Storm Water grant programs for grants to be awarded in calendar year 2010.

The resolution authorizes a local governmental representative to do all of the following:

1. sign and submit a grant application;
2. sign a grant agreement between the local government and the DNR;
3. submit quarterly and final reports;
4. request grant reimbursement;
5. sign and submit an Environmental Hazard Assessment form (form 1800-001).

The representative designated by the local government must be an official or employee of the local government. The sample resolution on the next page is designed so that different officials or employees may be listed for each of the five (5) activities listed above.

*Note: Some applicants are required to submit a draft inter-governmental agreement (IGA) with their application (See **Attachment H.**) The authorizing resolution explained above is **not** a substitute for an intergovernmental agreement (IGA).*

Authorizing Resolution cont.

SAMPLE AUTHORIZING RESOLUTION
for project sponsors requesting grant funding through the
Targeted Runoff Management or
Urban Nonpoint Source [Pollution] Storm Water
grant programs.

Read instructions on the previous page. The representative must be an official or employee of the governmental unit.

RESOLUTION

WHEREAS, _____ (name of governmental unit) _____ hereby requests financial assistance under s.281.65 or 281.66, Wis. Stats., and chs. NR 151, 153, and 155, Wis. Admin. Code, for the purpose of implementing measures to meet nonpoint source water pollution abatement needs in area-wide water quality management plans or with one or more components specified in s. 281.65 or 281.66, Wis. Stats.,

NOW, THEREFORE, BE IT RESOLVED, that _____ (name of governmental unit) _____ HEREBY AUTHORIZES the following officials or employees of the governmental unit, to act on its behalf to:

Activity	Name of Official or Employee	Title
1. sign and submit a grant application		
2. sign a grant agreement between the local government and the DNR		
3. submit quarterly and final reports		
4. request grant reimbursement		
5. sign and submit an <i>Environmental Hazard Assessment form (1800-001)</i>		

Adopted this ____ day of _____, 20____

I hereby certify that the foregoing resolution was duly adopted by _____ (name of governmental unit) at a legal meeting on the ____ day of _____, 20____

Title

Name of current incumbent

Signature of current incumbent