

Guidance for Developing FY2009 Project Applications for the Section 319 Program

PROJECT APPLICATION GUIDANCE

- Please note project applications are reviewed, evaluated, ranked and chosen for funding on a competitive basis.
- Each project application must use the required cover page (Attachment 2), budget formats (Attachments 4 and 5) and EPA Required Elements table (Attachment 9).
- Applicants should refer to Attachment 7 “Information about the Section 319 Grant Program”.
- The project application must not exceed 15 pages, one-sided (including a two- page cover with an executive summary) using either 10, 11 or 12 font. Refer to Attachment 3 for a suggested outline. Budget sheets and maps may be attached as appendices. No other appendix materials will be considered. The project application should identify project partners and their specific commitments, however **letters of project support should not be submitted**. Letters of support should be kept on file and available if requested.
- Sixteen copies of the project application are required. Staple each of the 16 copies of the project application in the top, left-hand corner only. Please do not send in separate covers or binders. **In addition, an electronic copy of the application is to be submitted on a Compact Disc (CD).**
- Project applications are typically reviewed and scored by an interagency review committee. Factors considered in the review include: need for the project; how project fits into priorities identified by Iowa’s Nonpoint Source Management Program (NPSMP), September 2000; comprehensive workplan; budget; potential for success; and suitability of project measures (see Attachment 6). Using the comments as a guide, the DNR determines the proposed project’s applicability to program guidelines, total program budget, and agency priorities to determine if the project will receive consideration for funding.
- DNR staff are available to provide individual consultation to help in developing (but not writing) the project application.
- **Project applications are due to DNR by April 1, 2009**. Sixteen (16) copies are required. **In addition, an electronic copy of the application is to be submitted on a Compact Disc (CD).**

NEW REQUIREMENT

- Applications approved by DNR will be required to develop a watershed management plan prior to receiving their grant award. The plan will be developed in accordance with the required EPA elements outlined in attachment 8.
- Applicants are still required to submit the EPA Required Elements table (Attachment 9) with their application.
- **This grant cycle, we are not requiring the watershed management plan to be submitted with the application, but as previously stated approved applications will be required to develop a watershed management plan prior to receiving their grant award.**
- Please be aware that watershed management plans will be an eligibility requirement for the 2010 grant cycle (Attachment 10).

SCHEDULE

1. **Project applications due on April 1, 2009.**
2. Project applications are typically reviewed and scored by both an interagency review committee and DNR staff. Factors considered in the review include: need for the project; comprehensive workplan; budget; potential for success; and suitability of project measures (see Attachment 6). Using the comments as a guide, DNR considers the proposed project’s applicability to program guidelines, total program budget, and agency priorities to determine if the project will be included in DNR’s grant application to EPA.

3. Applications selected for inclusion in the draft workplan to EPA may be requested to provide a watershed management plan, additional information or revisions.
4. The project applications DNR proposes to fund will be included in a draft workplan submitted to EPA for FY2009 Section 319 funding, which DNR will submit to EPA.
5. **FY2009 Section 319 grant funds will likely be available to new projects approximately February/March 2010.** Once the FY2009 grant award is received, DNR will work with new project applicants to develop a workplan for the first year of the project, and project contracts will be developed.

QUESTIONS??

Please direct questions regarding the Section 319 Nonpoint Source Program (NPS) to:

*Steve Hopkins, NPS Program Coordinator, (515) 281-6402 email: stephen.hopkins@dnr.iowa.gov

*Kyle Ament, NPS Project Officer (515) 242-6196 email: kyle.ament@dnr.iowa.gov

*Rachel Glaza, NPS Project Officer (515) 281-8158 email: rachel.glaza@dnr.iowa.gov

*An example of a previously submitted and approved application can be obtained by contacting DNR.

ADDITIONAL HELPFUL REFERENCES

The following documents/organizations may be helpful in preparing a project application and may be accessed via the websites listed below:

- **Iowa's 303(d) list of Impaired Waters** - <http://wqm.igsb.uiowa.edu/WQA/303d.html> - links to Iowa's 303(d) list of impaired waters, TMDL program, as well as other program descriptions.
- **Section 305(b) Report** – <http://wqm.igsb.uiowa.edu/wqa/305b.html> – provides assessment results for reviewed waterbodies across the state, including waterbody classifications, identified impairments.
- **Section 305(b) Assessments** - <http://programs.iowadnr.gov/adbnnet/search.aspx> - link to searchable database of 305(b) assessments.
- **State Nonpoint Source Management Program** – Iowa (September 2000)
<http://www.iowadnr.gov/water/nonpoint/plan.html> – identifies Iowa's water resources, the nonpoint source impacts to our resources and the variety of programs and partners which address nonpoint source issues.
- **Water Quality Standards** – <http://www.iowadnr.com/water/standards/index.html> – general information.
- **Iowa's Ambient Water Monitoring Program** - <http://wqm.igsb.uiowa.edu> – provides brief description of the state's on-going water quality monitoring efforts, as well as specific results from selected waterbodies.
- **IOWATER** – <http://www.iowater.net> – provides information on Iowa's voluntary-based water quality monitoring efforts with links to actual field data.
- **USEPA** – <http://www.epa.gov/owow/nps/cwact.html> information on the Supplemental Guidelines for the Award of Section 319 Nonpoint Source Grants
http://www.epa.gov/owow/nps/watershed_handbook - provides help to communities, watershed organizations, and state, local, tribal and federal environmental agencies to develop and implement watershed plans to meet water quality standards and protect water resources.