



**Memphremagog (Basin 17) Clean Water Service Provider
Water Quality Restoration Formula Grant Application:
Design/Implementation Project**

APPLICATION OVERVIEW

The Vermont Housing & Conservation Board (VHCB), the CWSP for the Memphremagog Basin, is issuing this Project Application for non-regulatory phosphorus removal projects within the Basin. Please refer to the Call for Clean Water Project Proposals document for more information on project/applicant eligibility and the project evaluation process. For more information about VHCB in its role as the Memphremagog CWSP see: [Memphremagog \(Basin 17\) Clean Water Service Provider](#).

APPLICANT INFORMATION

Organization/Municipality Name:

Mailing Address (include Town, State, Zip Code):

Name and Title of Point of Contact:

Phone Number:

Email Address:

Please indicate if you are a:

- Non-Profit organization, Conservation District, regional planning commission, or municipality
- Municipality with project on municipal land
- Other:



PROJECT INFORMATION

Project Title*:

**Please include the project name as it appears in the Watershed Project Database (WPD)*

Watershed Project Database Number(s)*:

**For multiple WPD numbers, please fill out the table below:*

| WPD ID | Approximate cost | P reduction estimate | Cost for construction if design phase |
|-------------------------------|------------------|----------------------|---------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| Total (should match proposal) | | | |

Project Type (see [Appendix B Project Types Table](#) of the FY23 CWIP Funding Policy):

Project Phase (may check more than one box if applicable):

- Preliminary Design
- Final Design
- Implementation/Construction
- Operations and Maintenance

If the proposed project is a continuation of a prior project funded by Vermont Clean Water Funds, please provide the grants source, Watershed Project Database Numbers, and date of completion for phases completed or currently underway:

Does the project address or treat a water quality priority identified in the Memphremagog Basin 17 Tactical Basin Plan or another assessment, such as a Stormwater Master Plan, Lake Watershed Action Plan, or current monitoring or assessment data?

- Yes
- No

If yes, please indicate relevant plan and brief explanation of how this project supports the priorities in the plan:

Project Location including towns(s), subwatershed(s), address if possible:



Project GPS Coordinates (e.g. 44.26278, -72.58054):

PROJECT ELIGIBILITY

Is the portion of the project that you are seeking funding for considered non-regulatory?

- Yes
- No
- Non-regulatory portion of larger regulatory project.

If no, your project is likely not eligible for CWSP funding, please contact VHCB staff for clarification if needed. If you are applying for funding for the non-regulatory portion of a larger regulatory project, please indicated in the box above, but provide clarifying details here:

Does your project type meet the applicable definitions and minimum standards as provided in the [CWIP Funding Policy](#)?

- Yes
- No

Is the proposed project on agricultural land?

- Yes
- No

If yes, please either indicate below if this is a non-jurisdictional farm or provide supporting documentation from the Vermont Agency of Agriculture, Food, and Markets (VAAFAM) that this project is eligible for CWSP funding as an attachment to this application:

PROJECT COSTS

CWSP Project Funding Request (see budget attachment): \$

Total leveraged/matching funds and source (if applicable): \$

Project Completion Total (including leverage): \$



PHOSPHORUS REDUCTION COST/EFFECTIVENESS

EXPECTED DESIGN LIFE:

ESTIMATED PHOSPHORUS REDUCTION VALUE – from [DEC Interim Phosphorus Calculation Tool](#) or for *Developed Land Projects*, report from *DEC Stormwater Treatment Practice Calculator*.

COST EFFECTIVENESS – Cost effectiveness (\$/kg/yr) of a project with a design life of 15 years or greater is calculated by: Total capital project cost (\$) for design and construction ÷ annual average phosphorus load reduction (kg/yr) = (\$/kg/yr)

For more information on calculating cost-effectiveness, please refer to [Chapter 6](#) of the DEC Water Quality Restoration Formula Grant Clean Water Guidance Document

PROJECT BACKGROUND

Please provide background information related to the proposed project and project need:

PROJECT DESCRIPTION

PROJECT OVERVIEW and SCOPE OF WORK – include a clear and detailed description of the project, including proposed practices to be included in the project and steps needed to complete project:



PROJECT TIMELINE

Please provide a timeline, broken down by Task or Milestone (as identified in [Appendix B: Project Types Table of the CWIP Funding Policy](#)). If application is only for preliminary phase(s) or designs, please also include an estimated date of completion for final implementation of project:

EXPECTED OUTCOMES

Please provide a summary of the expected outcomes of the project, including how it will help meet the Memphremagog TMDL:

CO-BENEFITS

Environmental Justice

- Prioritizes vulnerable communities
- Engages community stakeholders
- Honors traditional ecological knowledge
- Improves access to clean water and food
- Protects sacred resources and indigenous land
- Other

Key Pollutants Other Than Phosphorus

- Nitrogen, road salts, plastic/microplastics
- Sediment
- Pathogens
- Heavy metals
- Sewage/wastewater
- Contaminants of emerging concern
- Other

Ecosystem Services/Climate Resiliency

- Flood resiliency and hazard mitigation
- Reduces runoff and erosion
- Carbon sequestration
- Enhances biodiversity
- Reduces spread of aquatic and/or terrestrial invasive species
- Improves aquatic and terrestrial habitat and/or connectivity
- Addresses high risk areas due to past environmental degradation
- Other

Recreation and Community Enhancement

- Enhances accessibility to local natural areas
- Provides or improves outdoor recreation
- Protects green spaces and improves aesthetics
- Enhances health and wellness
- Increases tree canopy near recreational/community areas
- Public/private partnership
- Other

Education Benefit

- Includes watershed education and awareness of environmental problems
- Promotes trust among communities, scientists and agencies
- Project visibility and community outreach
- Includes community volunteers
- Other

Enhances Local Economy

- Job creation, retention and workforce development
- Promotes sustainable energy practices
- Increases property values
- Other

Other (please clearly define co-benefit and differentiation from categories above)



OTHER CONSIDERATIONS

OPERATIONS & MAINTENANCE – *For design/implementation projects, if known, please provide details and any estimate of annual operations and maintenance costs:*

LEVEL OF CERTAINTY/RISK – *Please describe the level of uncertainty of any element of your project and/or budget. Note status of securing site access from landowner (if applicable):*

BARRIERS – *Please describe any potential barriers to completing this project and how you plan to manage those challenges:*

| PROJECT BUDGET SUMMARY | | | |
|---|----------------------|------------------------------|--------------|
| Expense/Item | Grant Request | Leverage /Match Funds | TOTAL |
| APPLICANT | | | |
| Project Management/Completion: staff expenses including salary and any fringe benefits: be sure to budget for needed staff time for Deliverables, preparation, and reporting tasks | | | |
| Volunteers or ad hoc employees | | | |
| Mileage Charges (use Federal 2024 rate of 67 cents/mile) | | | |
| Supplies / Materials not purchased by contractors | | | |
| Equipment Rentals or Equipment Use charges | | | |
| SUBCONTRACTORS | | | |
| Project Identification/Assessment /Development efforts | | | |
| Engineering/Design Services for 30% Design or Final Design | | | |
| Construction Management/Oversight Services | | | |
| Construction Services | | | |
| Other eligible costs (see 2023 CWIP Funding Policy) | | | |
| <i>Project Completion</i> SUBTOTAL | | | |
| Indirect: If you have a negotiated indirect rate, you typically charge, please use that. Otherwise, you may charge up to 10% on the first \$50,000 of contractual costs and up to 10% on all other eligible expenses (project management, mileage, etc) | | | |
| <i>Project Completion</i> TOTAL (<i>Project Completion</i> SUBTOTAL + Indirect + 10% Contingency) | | | |
| | | | |



Procurement of subcontractors:

Applicants are encouraged to competitively procure consultation/engineering/design services prior to submitting a grant application so that their budget request is as accurate as possible. Please attach any winning quotes/cost proposals for any services used in your budget above if applicable.

Future costs: If you are only seeking funds for Preliminary (30%) Design or Final (100%) Design, please provide a "ballpark" estimate of anticipated Construction Costs. This information is helpful for the Basin 17 CWSP to determine the funding prioritization of design services.



Budget Narrative:

Please include a more detailed description of each budget category, including a breakdown of the project management staff expenses (salary plus fringe). Please indicate the source of any of the leverage/match you are providing.

ADDITIONAL INFORMATION (optional)

Use this space to provide additional information that would be beneficial to application reviewers:

APPLICATION ATTACHMENTS & SUBMISSION

To apply, please email this completed application, together with the **following documents, within three weeks of the next BWQC meeting date** to r.williams@vhcb.org

1. Map of Project Area, including extent and location of project components
2. Completed DEC [Interim Phosphorus Reduction Calculator Tool v1.0](#) **or** for Developed Land Projects, report from [DEC Stormwater Treatment Practice Calculator](#)
3. Natural Resources Screening Form: [Appendix A. Clean Water Initiative Program - Project Eligibility Screening Form](#) in the Clean Water Initiative Program [FY23 Funding Policy](#). Indication of landowner support/awareness of required commitment (if applicable)
4. Three or more photos of proposed project site
5. Copy of bids/quotes, if available
6. Supporting budget documentation, if available
7. Any other relevant documents (e.g. preliminary engineering report, bid documents, etc.)