



Clean Water Initiative Funding for the Downtown Transportation Fund

2023 Program Description



Downtown Designation Program
Community Planning + Revitalization

Clean Water Initiative Funding (CWI) Application

Clean Water Initiative (CWI) Funding

The Downtown Transportation Fund (DTF) has additional funding from the State of Vermont's Clean Water Budget, sourced from the Clean Water Fund. The Clean Water Fund supports projects that plan for and implement stormwater management practices that help improve water quality by reducing water pollution, such as phosphorus and sediment, caused by stormwater runoff and erosion. These projects may also have the added benefit of controlling flooding caused by excessive stormwater runoff. The project must primarily mitigate nutrient or sediment pollution within eligible communities.

Timeline

- Grant Announcement: November 3, 2022
- Application Deadline: January 31, 2023 @ 5:00 p.m.
- Award Decisions: April 2023

Eligibility

- Eligible municipalities include:
 - Municipalities with a [State Designated Downtown District](#)
 - Municipalities with a [State Designated Village Center that have participated in the Better Connections Program](#)
 - Municipalities with a Designated Village Center in Chittenden County that have completed a comprehensive downtown/village center/community area planning process with public input, comparable to the Better Connections Program.

Eligible Designated Village Centers

- Bethel, Brighton, Chester, Danville, Enosburgh, Essex Junction, Fairlee, Hinesburg, Hyde Park, Jericho Riverside, Lyndon, Moretown, Northfield, Poultney, St Albans Town, Underhill Flats, Waitsfield, Warren, Westford, West Rutland

If you believe your municipality does qualify but is not listed as eligible, please contact Gary Holloway, Downtown Program Manager at gary.holloway@vermont.gov or 802-522-2444.

Standard Provisions

- Proposed projects must be on municipally owned land.
- Projects must be within or serving an eligible State Designated Downtown District or a qualified Village Center.
- The minimum grant award is \$20,000 and the maximum grant award for a municipality is \$200,000.
- Grant funds may **not** exceed 80% of the overall project cost and a 20% cash match is required.
- Funding may be used for planning, design, engineering and/or project implementation.
- Grant funds may **not** be used to pay for costs incurred prior to the grant award.

- Grants funds may **not** be used for general operating and maintenance costs such as repaving or administrative costs.
- Grantees are ineligible to receive funding if they are (a) suspended or debarred by the State or Federal Government; (b) delinquent in submitting their sub-recipient annual reports; or (c) delinquent in submitting their Single Audit Reports (if required).

Examples of eligible projects can be found on the Department of Environmental Conservation Green Stormwater Infrastructure (GSI) [web page](#). The Vermont Green Streets Guide is a resource to help you plan, design and maintain your clean water project.

Eligible stormwater projects are defined as Tier 1 Tier 2 stormwater management practice types as defined in the [Vermont Stormwater Management Manual](#). Projects that do not meet eligibility standards will be considered ineligible.

Stormwater mitigation projects may have already been identified in [municipal Stormwater Master Plans](#). Towns are encouraged to review these files to see if a Stormwater Master Plan exists for municipalities that are interested in applying for Clean Water Initiative funding. Applicants seeking clean water funding are responsible for reaching out to applicable permit program contacts to determine any requirements for the project. **All projects that are funded must have final design drawings reviewed by ANR staff prior to start of construction to ensure it meets the eligibility requirements.**

Please contact Ethan Swift at ethan.swift@vermont.gov or 802-490-6141 for technical assistance in submitting applications that include clean water elements.

Applicants are also encouraged to contact [ANR's Watershed Planner](#) for each region to discuss project opportunities and what projects may have already been identified.

Applicants may also consult with the [Regional Planning Commissions](#) to discuss project planning coordination.

Applicants must provide documentation demonstrating they have consulted Agency of Natural Resource staff regarding your clean water project proposal, e.g. E-mail correspondence with staff.

For general DTF program information, please contact Gary Holloway at gary.holloway@vermont.gov or 802-522-2444.

Project Overview

Project name: _____

Amount of Clean Water Funds Requested: _____

Match Amount: _____

Total Project Cost: _____

Please review General Criteria and Reporting Requirements.

Clearly and concisely respond to the following questions.

Please explain the purpose, need and the desired outcomes of the water quality planning project. In addition, please describe how the project will improve water quality and manage stormwater to reduce nutrient and sediment pollution. The applicant should include any estimation of nutrient or sediment reductions that are expected to result from the project. (Up to 15 points)

- Source or cause of the water quality problem being addressed.
- The water quality improvement project or control action being proposed
- Why this project is important in terms of magnitude of nutrient and/or sediment reduction.

Please describe how the project implements or furthers prior planning efforts and community goals related to water quality (municipal plans, stormwater master plans and/or assessments, inventories, flow reduction plans, phosphorous control plans, etc.). (Up to 10 points)

Please describe additional benefits of your clean water project, e.g. features beyond basic clean water management practices. This may include enhanced landscaping features such as rain gardens, a shade provided by a system of canopy trees, pedestrian and/or bicycle amenities or other co-benefits of the project. (Up to 10 points)

Please detail your annual maintenance budget for the project and describe your plan to ensure the feature functions as designed long-term. (Up to 5 points)

Permit(s), operation and maintenance plan agreement(s) must be in place prior to construction.

Clean Water Initiative Budget Worksheet

Please complete the budget form, itemizing the scope of work, matching funding sources and total amounts of grant funds. Indicate the unit cost and total cost of each item in the budget. Please indicate the status of each funding source (secured, pending). If the clean water project is a component of a larger project like streetscape replacement or upgrade clearly identify the clean water fund work items in the budget. **Note: A 20% match is required. Local and in-kind costs may be used to meet the match requirement. The total amount of clean water funds requested may not exceed 80% of the total project cost.** Municipalities may not use other federal or state funding sources to cover the local match.

Itemized Project Budget

[illegible]

Funding Sources

Funding Source	Status of Funding	Amount
Downtown Transportation Fund		
Total		

Budget Estimates

Describe how you arrived at realistic budget estimates for the work plan.

Required Attachments for Clean Water Initiative Projects

Only required if you are applying for additional clean water initiative funding.

- ☐ Provide responses to the Competitive Criteria questions.
- ☐ Provide a separate budget sheet itemizing clean water elements of the project that are related to the scope of work and the sources and amounts of all project funds.
- ☐ Provide documentation demonstrating that you have consulted Agency of Natural Resource staff regarding your clean water project proposal. e.g. E-mail correspondence with staff. Please contact Ethan Swift at ethan.swift@vermont.gov or 802-490-6141 for technical assistance.

Clean Water Initiative General Criteria

The goal of the Clean Water Initiative (CWI) is to support projects that improve water quality by reducing nutrient and sediment pollution, thereby protecting or restoring natural resources such as lakes, rivers, and wetlands.

CWI projects focus on priorities described in Act 64 of 2015 and modified in Act 154 (2016) and Act 168 (2018). The project must primarily mitigate nutrient or sediment pollution. It may address other pollutants such as bacteria or chloride but only if it is secondary to the primary pollutant (of a nutrient or sediment). Funding will go to projects restoring Vermont's waters, and demonstrates progress toward meeting water quality restoration targets outlined in the Total Maximum Daily Loads (or TMDLs).

Eligible projects include municipal stormwater implementation projects that implement stormwater management practice(s) that collect, store, infiltrate, and filter runoff that contains nutrient and sediment pollution from hard surfaces associated with designated downtown areas. This may include projects identified in a Municipal Separate Storm Sewer System (MS4) plans such as a Flow Restoration Plan (FRP) or a Phosphorous Control Plan (PCP).

Clean Water Initiative Reporting Requirements

DEC has developed a standardized process for grant funded projects to ensure a consistent approach for tracking project milestones, deliverables and performance measures. It is the grant recipient's responsibility to ensure that all milestones, deliverables and performance measures have been met.

All grant recipients whose grant agreement includes construction of a publicly visible project are required to have posted a Clean Water Project sign, to be provided by the State and returned by the grant recipient upon construction completion.

Project Type	Definition	Performance Measure	Milestones	Deliverables
Stormwater Master Plan - Project Identification	Assessment of a geographic area (sub watershed or town) to determine where stormwater pollution is generated, and identify where it can be captured and removed efficiently by stormwater management practices that collect, store, infiltrate, and filter runoff that contains nutrient, sediment and/or other contaminant pollution from hard surfaces associated with developed/urban/suburban areas. Identified practices should be a listed Tier 1 or 2 practice in the most updated Stormwater Management Manual, or listed in the most updated Vermont Better Roads Manual. Work includes prioritization of	Acres assessed/covered by plan Number of projects identified	Project initiated; proposal/bid solicitations issued and contractor selected (if applicable) Desktop data acquisition and review completed Field assessments to identify existing condition water quality improvement needs and objectives Project prioritization completed Meeting(s) with stakeholders held Restoration plans developed for a subset of prioritized projects (if applicable) Stormwater Master Plan completed Project complete	Documentation of problem areas with locator maps and site photo(s). Project summaries with water quality improvement needs and objectives identified Prioritized project list completed using unified scoring matrix for Stormwater Master Plans Restoration plans of prioritized projects including preliminary (30%) engineering designs and cost estimates (if applicable) Stormwater Master Plan (includes synthesis from

	practices to target cost effective actions that address/mitigate stormwater runoff, while preserving natural features and functions, with an emphasis on low impact green stormwater infrastructure. Prioritization must include use of Vermont's unified scoring matrix for Stormwater Master Plans.			prior completed project deliverables); Batch Import File; Final Performance Report; Stormwater BMP Report for each 30% design; press release; Form 430-M (if applicable)
Stormwater – Preliminary Engineering Design	Preliminary design of high priority Tier 1 or Tier 2 stormwater management practice(s) that collect, store, infiltrate, and filter runoff that contains nutrient, sediment and/or other contaminant pollution from hard surfaces associated with developed/urban/suburban areas. Work must result in at least 30% design of project. Refer to most updated Vermont Stormwater Management Manual for more information on Tier 1 and Tier 2 practices.	Number of preliminary (30%) designs completed	Project initiated; proposal/bid solicitations issued and contractor selected (if applicable) Conceptual site plan drafted Stakeholder meetings 30% design complete Project complete	Preliminary Design Final Report Final Performance Report; Stormwater BMP Report for each 30% design completed (indicate BMP status as designed); press release; Form 430-M (if applicable)

Stormwater – Final Engineering Design	<p>Final design of high priority Tier 1 or Tier 2 stormwater management practice(s) that collect, store, infiltrate, and filter runoff that contains nutrient, sediment and/or other contaminant pollution from hard surfaces associated with developed/urban/suburban areas. Work includes preparing permit application(s) and documentation of operation and maintenance plan(s). Refer to most updated Vermont Stormwater Management Manual for more information on Tier 1 and Tier 2 practices.</p>	<p>Number of final (100%) designs completed</p>	<p>Project initiated; proposal/bid solicitations issued and contractor selected (if applicable)</p> <p>Stakeholder meetings</p> <p>10-year (minimum) DEC Operation and Maintenance (O&M) Plan drafted; refer to O&M manual for guidance</p> <p>10-year (minimum) access license or easement (if applicable) drafted; refer to DEC template for guidance</p> <p>Other permit-required assessments or plans completed (if applicable)</p> <p>100% design complete</p> <p>Required permit applications drafted ** (Projects requiring a Wetlands Individual Permit must have this secured prior to the close of final design)</p> <p>Project complete</p>	<p>Draft 10-year (minimum) DEC Operation and Maintenance (O&M) Plan and documentation of support/commitment from O&M responsible party if not a CWSP</p> <p>Draft 10-year (minimum) access license or easement and documentation of project support/commitment from landowner</p> <p>Draft permit application materials (including associated assessment reports or plans if applicable)</p> <p>Final Design Report</p> <p>Final Performance Report; Stormwater BMP Report for each 100% design completed (indicate BMP status as designed); press release; Form 430-M (if applicable)</p>
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Stormwater – Implementation	<p>Implementation of high priority Tier 1 or Tier 2 stormwater management practice(s) that collect, store, infiltrate, and filter runoff that contains nutrient, sediment and/or other contaminant pollution from existing impervious, hard (e.g., paved) surfaces associated with developed/urban/suburban areas. Permit(s), access license(s)/easement(s), and operation and maintenance plan(s) are in place prior to construction. Refer to most updated Vermont Stormwater Management Manual for more information on Tier 1 and Tier 2 practices.</p>	<p>Acres of impervious surface treated</p> <p>Acres of impervious area removed (if applicable)</p>	<p>Project initiated;</p> <p>10-year (minimum) DEC Operation and Maintenance (O&M) Plan signed by O&M responsible party if not a CWSP</p> <p>10-year (minimum) access license or easement (if applicable) signed by landowner</p> <p>Proposal/bid solicitations issued, pre-bid site visits, and contractors selected/contracted (if applicable)</p> <p>Required permits secured</p> <p>Pre-construction kick-off meeting, walk through of the site with plans, evaluate any needs/issues/considerations for plan adjustments</p> <p>Clean Water Project Sign installed during construction if the project is considered publicly visible</p> <p>Stormwater BMP(s) implemented, final construction walkthrough</p> <p>Other permit-required activities completed or elements installed (if applicable)</p>	<p>Photo(s) of site(s) pre-implementation</p> <p>Permit documentation (if applicable)</p> <p>Construction photos, including Clean Water Project Sign photo, if applicable</p> <p>Signed 10-year (minimum) DEC Operation and Maintenance Plan</p> <p>Signed 10-year (minimum) access license or easement</p> <p>As-built drawings or red-lined 100% designs with a list of change orders describing adjustments made during construction.</p> <p>Final Performance Report; Stormwater BMP Report (indicate BMP status as constructed); press release; post-implementation photo(s); Form 430-M (if applicable)</p>
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			Return of Clean Water Project sign to host site (if applicable) Project complete	
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