



GENERAL GUIDELINES FOR COMPETITIVE APPLICATIONS

FY2021 SECTION 319(h)
NONPOINT SOURCE IMPLEMENTATION GRANT

Revised January 2021

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INTRODUCTION

The U.S. Environmental Protection Agency (USEPA) annually awards federal allocations from the Nonpoint Source Implementation Grant under Section 319(h) of the Clean Water Act to the Georgia Environmental Protection Division (GAEPD). The GAEPD uses a competitive process to select eligible projects for funding that best support the Georgia Nonpoint Source Program (NPSP) goals for water quality improvement and restoration. This document is designed to help applicants understand the selection process and complete the application materials.

ELIGIBLE & INELIGIBLE APPLICANTS

Eligible applicants are limited to public entities in Georgia such as:

- City and county governments, and State agencies;
- Local, regional, or State authorities operating jurisdictional services and/or delivery programs;
- Regional Commissions;
- Resource Conservation and Development Councils;
- Local and regional school systems, and State colleges and universities;

Local governments must have Qualified Local Government Status in compliance with the requirements of the Georgia Planning Act of 1989 and the Service Delivery Strategy Law of 1997 in order to be eligible to execute contracts with GAEPD, per State law.

<http://www.dca.ga.gov/LocalGovStatus/planning.asp>

MAXIMUM FEDERAL REIMBURSEMENT & MINIMUM NON-FEDERAL MATCH

- Maximum federal amount is limited to \$400,000 and to 60% of the total project cost.
- Applicants must commit to a minimum non-federal match of 40% of the total project cost.
- A match commitment of 50% or greater will receive priority consideration for funding.
- Formula to calculate Match Commitment: $\text{Federal Funds Requested} \times \frac{2}{3} = \text{Match}$

MINIMUM REQUIREMENTS FOR FUNDING

Eligible projects will be scored competitively based on criteria established in compliance with GAEPD and USEPA rules and guidelines.

Project applications must meet three minimum requirements:

- Implement an existing watershed-based plan that adequately meets USEPA's Nine Elements of Watershed Planning or implement an alternative to a watershed-based plan in the form of a Summary of Nine Elements compiled from planning documents; and

- Locate the project in a watershed or drainage area equal in size to a single 10-digit Hydrologic Unit Code (HUC-10) or smaller; and
- Commit to a minimum 40% non-federal Match that can be accomplished through local funds, in-kind services, or other non-federal sources.

Access existing GAEPD funded watershed-based plans through the following website link:

<https://epd.georgia.gov/georgias-watershed-based-plans-addressing-nonpoint-source-pollution>

NOTE: GAEPD will consider applications to fund implementation of a watershed-based plan that is still in the process of being written. However, a DRAFT of the plan must be attached to the application with documentation that the plan will be completed within six months of the April 30, 2021, application deadline. There will be no FY2021 competitive funds awarded to either revise existing or develop new watershed-based plans.

ALTERNATIVE TO WATERSHED-BASED PLANS

If a watershed-based plan does not exist, the applicant may create a new, separate document – a Summary of Nine Elements – that includes the name of the applicant’s project in the title. The Summary will consist of headings that correlate with the USEPA Nine Elements of Watershed Planning (see check list in Appendix A) and content that appropriately addresses each of the elements. The content can be excerpted from Regional Water Plans or multiple planning documents, should focus on a HUC-10 watershed scale or smaller, and should support the applicant’s project proposal. The following options are recognized as the basis for an acceptable alternative to watershed-based plans and the foundation for a Summary of Nine Elements:

- Georgia’s eleven (11) Regional Water Plans – selecting excerpts that narrow the focus to a HUC-10 watershed, support the applicant’s project proposal, and meet the USEPA’s Nine Elements of Watershed Planning. Access *Georgia’s State Water Plan* web site at <https://waterplanning.georgia.gov/>
- Multiple planning documents (TMDLs, TMDL Implementation Plans, watershed protection plans, stormwater management plans, source water protection plans, watershed studies, data reports and other water resource management documents) – combining excerpts that support the applicant’s project proposal and meet the USEPA’s Nine Elements of Watershed Planning. Access TMDLs and TMDL implementation Plans online at <http://epd.georgia.gov/total-maximum-daily-loadings>

SELECTION FACTORS

KEY RANKING CRITERIA

- Specify the nonpoint sources of pollution to be addressed and propose the activities best suited to prevent, control and/or abate the identified nonpoint pollution sources.
- Demonstrate cost effectiveness.
- Support the milestones and/or implementation activities described in the 2019 revision of *Georgia's Statewide Nonpoint Source Management Plan*.
- Include an appropriate component to evaluate the effectiveness of the project.

If implementing Best Management Practices (BMPs):

The project must develop:

- Schedules, Manuals or Standard Operating Procedures describing BMP operations and ensuring maintenance during the expected lifespan of the practice and in accordance with commonly accepted standards.
- Estimates of load reductions in nitrogen, phosphorus and sediment achieved by each BMP as well as linear feet of streambank and acres of wetlands for streambank and wetlands protection or restoration projects.

ADDITIONAL SELECTION CRITERIA

Proposals will be given priority consideration if they meet minimum and key ranking criteria and also:

- Target Georgia's Section 305(b)/303(d) List of Waters in order to:
 - Improve water quality in impaired (not supporting) waters specifically impaired for pathogens (bacteria), dissolved oxygen, sediment, and/or nutrients (phosphorus and nitrogen) due to nonpoint sources of pollution; or
 - Restore impaired (not supporting) waters so that they are meeting water quality standards and supporting their designated or beneficial uses; or
 - Protect water quality in Category 1 (supporting) waters by incorporating USEPA's *Healthy Watersheds Initiative*.
- Implement structural and/or nonstructural best management practices recommended in a watershed-based plan that will lead to measurable (i.e., quantitative) improvements in water quality.

ADDITIONAL SELECTION PRIORITIES

- Propose implementing management practices identified within the appropriate Regional Water Plan.
- Address waters with finalized Total Maximum Daily Loads (TMDLs).
- Demonstrate that the project results in environmental benefits beyond addressing nonpoint source impairments. These benefits may include, but are not limited to: environmental justice, air quality, water or energy conservation, stream flow profile, habitat connectivity, and others.
- Commit to a match of 50% or higher.
- Locate the project area(s) in priority watershed(s), as determined by GAEPD and USEPA, and focus proposed activities on watershed-based implementation and/or restoration.
- Include administrative and/or managerial improvements that prevent and/or correct the adverse hydrologic impacts of increased impervious surfaces. In order to receive consideration for this priority ranking, applications must propose to develop and implement items such as local or regional development ordinances, stream buffer protections wider than State minimums, or other local mechanisms to ensure long-term success in minimizing the potential future impacts of hydrological modifications.
- Qualify as a [WaterFirst Community](#) or locate the project within the jurisdiction of a WaterFirst Community that has committed to participate as a partner in the project.
- Partner with local non-profit watershed groups that were established prior to the submittal of the application.
- Secure multiple cooperating partners with letters of commitment describing activities or resources they will contribute to the project and the dollar values of their donations.
- Support a watershed management approach utilizing regional strategies, especially in conjunction with multi-governmental agencies and/or other nonpoint source management activities within the watershed as well as across jurisdictional boundaries.
- Carry out specific activities that address and/or implement nonpoint source pollution control and/or stormwater management measures, enforceable policies, and mechanisms in Georgia's 11 coastal counties: Brantley, Bryan, Camden, Charlton, Chatham, Effingham, Glynn, Liberty, Long, McIntosh, and Wayne.

Changes or Improvements since Managing Previous Section 319(h) Grants

- Applicants who have not successfully administered previous federal grant-funded projects may receive a reduction in points during project review. All applicants are encouraged to describe staff or operational changes that would improve their ability to manage a grant project more efficiently and effectively.

Successful administration includes, but is not limited to:

- Completing all project activities during the contract period;
- Meeting all required deadlines;
- Completing the project on time and on budget;
- Expending all grant funds requested on project activities; and
- Providing adequate documentation as requested by GAEPD.

Proposals must also meet the following factors for competitive selection:

- Follow all instructions and guidelines described herein to avoid forfeiting review or consideration for recommendation for funding.
- Prepare application in a clear and concise manner where all goals and objectives are clearly stated, and where all activities can be clearly understood.

ELIGIBLE AND INELIGIBLE PROJECTS

Eligible projects must address nonpoint sources of pollution to improve water quality through implementation of an existing watershed-based plan or Summary of Nine Elements.

Examples of INELIGIBLE Project Activities
<ul style="list-style-type: none">• Implementation of National Pollutant Discharge Elimination System (NPDES) permit requirements (including Concentrated Animal Feeding Operations, Phase I & II Stormwater Permits, Wastewater Permits, etc.) or of elements mandated in a permit (i.e., mandated Watershed Assessments and/or Protection Plans).
<ul style="list-style-type: none">• Lake dredging or aquatic macrophyte harvesting – Note: Exceptions may be made if ALL contributing sediment sources have been corrected.
<ul style="list-style-type: none">• Surface paving (impervious)
<ul style="list-style-type: none">• Fulfillment of consent orders and/or decrees
<ul style="list-style-type: none">• Construction of wastewater infrastructure
<ul style="list-style-type: none">• Water quantity/supply projects (such as reservoirs, wells, infrastructure, etc.)
<ul style="list-style-type: none">• Installation of incinerators – Note: Composting is the preferred practice for 319(h) funding as a means of dead livestock disposal.

“ABOVE AND BEYOND” NPDES PERMIT REQUIREMENTS

Some activities recommended in a watershed-based plan may be considered eligible for funding or as match under a 319(h) grant if they represent efforts, approaches or applications “above and beyond” any requirements in a NPDES permit. Congruently, grant-funded activities entered in any NPDES permit reports MAY NOT be counted as compliance.

Applications must include a signed Letter of Assurance on official letterhead from the lead organization or qualified authority verifying that activities proposed for a 319(h) project represent practices are “above and beyond” NPDES permit requirements and will not be counted as compliance in any NPDES permit reports.

Watershed monitoring required under a NPDES permit will not qualify for 319(h) Grant funding.

Examples of Activities “Above & Beyond” NPDES Permits
Add to Specified Number of Activities or Tasks Quoted in the NPDES Permit. <ul style="list-style-type: none">• The applicant would replace an additional 10 septic systems and would never count the additional installations (10 and up) as compliance with NPDES permit requirements in any reports.
Propose Completely New Activities or Approaches Not Included in the NPDES Permit. <ul style="list-style-type: none">• The applicant would never count the grant-funded installations or activities as compliance with NPDES permit requirements in any reports.

APPLICATION INSTRUCTIONS

REQUIRED PRE-APPLICATION WEBINAR

All applicants are required to attend the webinar hosted by the GAEPD Grants Unit to discuss the current application process. Project partners, consultants, or other affiliated parties are welcome to attend, but the lead organization **must** be in attendance.

- FY2021 Pre-application webinar will take place **Wednesday March 10, 2021 from 10:00 – 11:00 AM (EST)**
- Register for the webinar at: <https://epd.georgia.gov/outreach/grants/section-319h-georgias-nonpoint-source-implementation-grant>

DRAFT APPLICATION REVIEW

Grants Unit staff are available to review and comment in writing on DRAFT applications if the documents are electronically submitted by **March 31, 2021**.

APPLICATION SUBMITTAL

The Application and all supporting documents must be submitted via email by **April 30, 2021**.

- **Email:** blue.cole@dnr.ga.gov
- **Subject line:** Section 319(h) FY2021 Grant Application

APPLICATION SECTIONS

PROJECT COVER PAGE

Complete all information.

PROJECT NARRATIVE

1. Project Information:

Provide the title of the project.

Provide the name, address, telephone number, and email of the lead organization and primary contact. It is acceptable to include a secondary point of contact (for instance, when an applicant would like to include contact information for a major project partner). However, primary contact information must be provided for the applying organization to facilitate invoicing, documentation, and reporting.

Provide the Project Start Date, Project End Date, Federal Amount Requested, Match Amount to be Contributed and Total Project Amount where indicated.

2. Project Description and Goals

Describe what objectives the project will specifically target and how those objectives will be accomplished. The project description must specifically identify the nonpoint sources of pollution to be addressed and clearly articulate the activities designed to prevent, control and/or abate those sources.

Reference the watershed-based plan or Summary of Nine Elements being implemented and describe how the project will apply plan recommendations to reduce nonpoint source pollution, or implement the TMDL, or protect unimpaired, healthy waters during the grant period. Include the impairment(s) being addressed; the project location; the number, type, and approximate size of each BMP structure; and preliminary outreach or follow-up educational activities.

NOTE:
If a Watershed Based Plan (WBP) is “in progress”
then the (WBP) should at least be in “draft” form or scheduled to be completed
within 6 months of the application submittal.

List the sections in the 2019 version of Georgia’s Statewide Nonpoint Source Management Plan that the project will address. Include page number(s) and headings/summaries from the plan.

EXAMPLE: (This list corresponds with **Example Project Activities Template** on pages 16 - 18)

- **Key Components, Statewide Milestones for Water Quality Improvement (Page 77):** Program Measures of Success - *Track number of partners in watershed project implementation;*
- **Agricultural Nonpoint Source Program (Page 25):** Long-Term Goal 2 - *Continue to support targeted on-the-ground implementation of agriculture BMPs through the use of planning, data analysis, and other prioritization approaches to ensure water quality improvements result from those BMPs;*
- **Onsite Sewage Disposal System (Page 34):** Long Term Goal 3 - *Support septic tank BMPs in watersheds with documented negative effects of septic tanks on water quality;*
- **Urban Nonpoint Source Program (Page 32):** Long Term Goal 3 - *Support the implementation of GI and LID projects in priority and impaired watersheds, with an emphasis on operations and maintenance and post-construction monitoring;*
- **Key Components, Statewide Milestones for Water Quality Improvement (Pages 76 & 77):** NPS Pollutant Load Reduction - *Estimated annual reductions in pounds of nitrogen and phosphorus (page 76) and tons of sediment (page 77) to waterbodies (from Section 319(h) projects);*
- **319 Grants (Page 61):** Long Term Goal 1 - *Keep GAEPD's competitive 319(h) grant process current to reflect new information gathered from BMP implementation, watershed monitoring, and watershed prioritization efforts.*

Access the 2019 Georgia's Statewide Nonpoint Source (NPS) Management Plan document at <https://epd.georgia.gov/watershed-protection-branch/nonpoint-source-program>

3. Project Background and Reasons for Water Quality Impairments and Concerns (as applicable)

Explain in a clear and concise manner why the project is needed, the scope of the problem and/or current condition of the targeted waterbody. Describe how and to what degree implementing this project will address the root cause stressors/sources of the problem. Reference supporting documents or materials that demonstrate the need for the proposed project as attachments in Section 11 at the end of the application.

Organize the background section according to **Key Ranking Criteria, Additional Selection Criteria** and **Additional Selection Priorities** in the FY2021 General Guidelines for Competitive Applications, as they apply.

EXAMPLES:

Staff, Partners and Volunteers - Introduce the organizations, agencies, individuals, and local non-profit watershed groups that have impacted and/or are committed to the project. Summarize the history that led to their interest or influence in developing project goals.

Supporting Multi-Phase Projects or Other On-Going Projects - Briefly describe continuing multi-phase strategies or on-going nonpoint source management activities supported by this project proposal, whether they represent an effort by the applicant or another party. Be clear if previous phases of this proposed project were funded by Section 319(h) Grants. Describe past work performed within the watershed to address existing impairments (specify a certain time period) and how the proposed project will build upon that work. Explain how the proposed project will support and/or coordinate with other programs in order to leverage efforts across the watershed as well as across jurisdictional boundaries.

Addressing Adverse Hydrologic Impacts of Impervious Surfaces - Include local administrative and/or managerial mechanisms that will prevent and/or correct the adverse hydrologic impacts of increased impervious surfaces in a watershed. Applications must propose to develop and/or implement items such as stream buffer requirements wider than state minimums; local or regional low-impact development or quality growth ordinances; natural resource conservation and/or open space plans; impervious surface limits; stormwater or other nonpoint source utilities; or other mechanisms that will ensure long-term success by minimizing the potential impacts of future hydrologic modifications.

Environmental Benefits in Addition to Addressing Nonpoint Source Impairments - Describe any environmental benefits the proposed project may produce in addition to managing nonpoint sources of pollution. Examples include but are not limited to: environmental justice/equity; water or energy conservation; air quality protection; wildlife habitat recovery or connectivity; stream flow profile; endangered species welfare; climate change mitigation; carbon footprint reduction; protection of healthy streams; and others.

Implementing Management Practices Identified in an Appropriate Regional Water Plan - If the proposed project intends to implement management practices identified in a Regional Water Plan (RWP) that includes the project watershed, specify the coded sections (WW, WQ, etc.) of the RWP that reference the practices. Outline how the Water Planning Council will make the materials and methods developed through the project available to communities in the region for water quality protection and improvement.

4. Project Activities

Summarize courses of action, detail tactics and tasks, describe deliverables that will achieve the Project Goals, and establish Measures of Success to assess outcomes and effectiveness of each Task.

Project Activity: Briefly identify the activity to be accomplished

Task: Describe in detail the specific tasks necessary to complete each activity using available resources and provide quantifiable information where appropriate. Number Tasks in continuous sequence (1, 2, 3, 4, 5, 6, etc.) and correlate Tasks directly to the Project Budget and Schedule.

Deliverables: Identify all items that will be delivered as a result of each task. Provide quantifiable information where appropriate. Examples of deliverables include, but are not limited to: operation & maintenance manual (O&M), attendance sign-in sheets subcontract, permit, design specification, map, report, pictures, educational materials (brochure, video, etc.), and signage.

Measures of Success: Describe what evaluation criteria will be applied to each task to assess the appropriateness and effectiveness in accomplishing the associated activity. Criteria should target both quantifiable and qualitative results.

Use the following standard language for Tasks under “Project Activity: Operations and Maintenance” and “Project Activity: Estimate Load Reductions.” All projects must include “Project Activity: Prepare & submit Quarterly Annual and Close-Out Reports & Invoices.”

Project Activity: Operations and Maintenance

Use the following task if project includes installation of structural BMPs

Task #: Provisions for Operations and Maintenance

Structural Best Management Practices (BMPs) shall be operated and maintained for the expected lifespan of the specific practice and in accordance with commonly accepted standards to ensure the proper functioning of the system as designed. Records of inspections and BMP maintenance shall be kept and shall be available for review upon request. This provision will survive the expiration of this contract.

Deliverables: None: Records of inspections and BMP maintenance kept on file with Contractor

Measures of Success: Properly functioning BMP

Use the following task if project includes septic pump-out, repair or replacement.

Task #: Operation and Maintenance Education

Educational materials regarding proper inspection frequency and maintenance procedures will be developed and distributed to all homeowners receiving assistance (septic pump-out, repair, or replacement) under this contract.

Deliverables: Educational materials on O&M of on-site disposal systems

Measures of Success: Properly functioning BMP

Use the following task if project includes installation of agricultural BMPs.

Task #: Conservation Management Plan or Comprehensive Nutrient Management Plan as required by NRCS will serve as O&M SOP for Agricultural BMPS. This provision will survive the expiration of this contract.

Deliverables: Signed and dated Conservation Management Plan or Comprehensive Nutrient Management Plan

Measures of Success: Properly functioning BMP operating and maintained according to provisions in the Conservation Management Plan or Comprehensive Nutrient Management Plan

Project Activity: Estimate load reductions using STEPL or other acceptable models.

Task #: Develop load reduction model outputs on each BMP for sediment, phosphorus & nitrogen.

Deliverables: Load reduction reports for agricultural, septic system & urban GI BMPs.

Measures of Success: Model outputs show sediment, phosphorus & nitrogen load reductions.

Project Activity: Prepare & submit Quarterly Annual and Close-Out Reports & Invoices

Task #: Quarterly Invoices & Status Reports

Deliverables: Invoices & reports on 15th of January, April, July & October during grant period

Measures of Success: Documentation of progress & expenditures according to Project Schedule.

Task #: FFY Annual Report and Quarterly Invoice to GAEPD in place of October 15th Quarterly Report

Deliverables: One (1) FFY Annual Report each year during the life of the contract using template provided by GAEPD for inclusion in the USEPA Grants Reporting and Tracking System

Measures of Success: Timely submission of FFY Annual Report that summarizes project activities from October 1st of the previous year to September 30th of the reporting year.

Task #: Final Invoice & Close-Out Report

Deliverables: Final Invoice within 30 days of contract term, and Close-Out Report.

Measures of Success: Final Invoice & Close-Out Report documenting completion and evaluation of project activities on schedule & within budget.

EXAMPLE PROJECT ACTIVITIES

Project Activity: Reach out to representatives & convene 3 meetings of Watershed Partnership.

Task 1: Introduce project to appropriate watershed partners.

- **Deliverables:** Outreach letters/emails/phone calls; preliminary meeting schedules.
- **Measures of Success:** Contact 75% of ongoing & potential partners within watershed.

Task 2: Convene 3 meetings to assign implementation tasks to partners & review progress reports.

- **Deliverables:** Notices, agendas, presentations, minutes, hand-outs, sign-in sheets.
- **Measures of Success:** Meetings attended by 50% of watershed partners.

Project Activity: Install agricultural BMPs based on contracts with minimum of 10 producers.

Task 3: Install BMP systems according to NRCS specifications on contracted properties.

- **Deliverables:** Maps; pre- & post-BMP installation pictures.
- **Measures of Success:** Signed/dated Certificates of Completion/Payment Requests for BMPs.

Project Activity: Install septic system BMPs on minimum of 5 properties in the watershed.

Task 4: With GADPH assistance, recruit & contract with minimum of 5 property owners in watershed.

- **Deliverables:** Notices; meeting agendas, presentations; sign-in sheets, hand-outs. Signed inspections by appropriate agency; signed NOIs & cost-share commitments with property owners.
- **Measures of Success:** Fully-executed contracts with minimum of 5 property owners.

Task 5: Pump out, repair or replace septic systems on contracted properties according to GADPH.

- **Deliverables:** Procurement of qualified contractors; BMP designs/specifications according to GADPH requirements; permitting, supervision & inspection of installations by GADPH; maps; pre- & post-BMP installation pictures, O&M/SOP Schedules/Manuals.
- **Measures of Success:** Completion of a minimum of 5 septic system BMPs.

Project Activity: Install green infrastructure BMPs

Task 6: Install green infrastructure stormwater BMPs targeting one urban watershed.

- **Deliverables:** Procurement of qualified contractor; required BMP designs & specifications; permits & certificates; maps; pre- and post-implementation inspections & photographs.
- **Measures of Success:** Completed urban stormwater BMP consistent with green infrastructure specs & guidance and in accordance with *Georgia Stormwater Management Manual Vol. II*.

5. Roles and Responsibilities of Participating Organizations

Describe the roles and responsibilities for all Participating and Invited Organizations, subcontractors and stakeholders, clearly delineating the duties and accountabilities assigned to each. In particular, identify whether they intend to serve as general stakeholders or in a more committed capacity. Spell out all time, services or resources that each intend to contribute as match (cash or in-kind) to the project and provide detailed descriptions of the different expectations of each.

Participating and Invited Organizations, subcontractors and stakeholders can fulfill a variety of functions. Assigned roles can include project coordinator, technical expert, member of steering / advisory committee, and/or general stakeholder who attends infrequent outreach or educational events to learn about and comment upon the project.

REQUIRED LETTERS OF COMMITMENT

Participating Organizations must provide a letter of commitment clearly stating their roles, contributions, and responsibilities. If a Participating Organization plans to provide match, either as cash or in-kind services, these letters must also describe the dollar amount (cash) or dollar value (in-kind) of the match to be supplied.

NOTE: Private companies to be paid as sub-contractors on the project will not be counted as Participating Organizations.

WaterFirst Community

Complete the WaterFirst section in the application by marking an X in the appropriate space for Lead Organization and/or Local Government partner (YES or NO) and supplying the certification date as requested.

Applicants must include all relevant information and utilize the Participating Organizations table provided in the application template.

6. Project Location

Identify street address, city or cities, county or counties (*if available*) and Latitude (decimal degrees) and Longitude (decimal degrees) coordinates.

- a) **Project Area Description and Map:** Describe the proposed project area, including stream miles, lake or wetlands acreage, proximity to impaired segments, as appropriate. Insert or attach a map (embedded in the application or as a separate electronic file). Be sure the ENTIRE project area is depicted on one map, even if the project will take place in two or more sub-watersheds.

b) Watershed Characteristics:

Size of Watershed(s) or Drainage Area (Acres): _____

Size of Project Area (if not entire watershed): _____

c) Land Uses within the Watershed(s) or Project Area (Percentages):

Insert percentages for Land Use categories within the watershed from 2016 or most recent available year. Provide sources & dates of data.

d) Hydrologic Unit Code(s), Watershed Name(s), and Priority Watershed(s):

Indicate the HUC numbers within, impacted or addressed by the project area. Provide watershed name(s) and put an X after “Priority” if HUC is located in a priority watershed. Map & List of HUC-12 Priority Watersheds are found in Appendix E.) Repeat the format as needed.

Hydrologic Unit Codes (HUCs) are sizing units that delineate watershed boundaries. Additional information and geospatial data about watersheds (e.g. 8-digit HUC boundaries, rivers and streams in a watershed, land characteristics, river corridor and wetlands restoration efforts, index of watershed indicators, etc.) may be accessed through the following websites:

USEPA How’s My Waterway: <https://mywaterway.epa.gov/>

USEPA WATERS GeoViewer: <https://www.epa.gov/waterdata/waters-geoviewer>

USGS StreamStats: https://www.usgs.gov/mission-areas/water-resources/science/streamstats-streamflow-statistics-and-spatial-analysis-tools?qt-science_center_objects=0#qt-science_center_objects

USGS National Hydrography Dataset (NHD): <https://www.usgs.gov/core-science-systems/ngp/national-hydrography>

USDA Geospatial Data Gateway: <https://gdg.sc.egov.usda.gov/>

National Land Cover Database (NLCD): <https://www.mrlc.gov/data>

7. Nonpoint Source Pollution Impairments and Healthy Waters

a) Section 305(b)/303(d) List of Waters:

Fill in all columns in the chart with information targeted by project activities. Add rows as necessary.

Priorities for funding Section 319(h) grant proposals include addressing either impaired (Categories 4 & 5 - Not Supporting; Categories 2 & 3 - Assessment Pending) or healthy (Category 1 - Supporting) waterbodies on Georgia’s 2020 Section 305(b)/303(d) List of

Waters. Access final Total Maximum Daily Loads (TMDL) documents on the GAEPD website at <https://epd.georgia.gov/watershed-protection-branch/total-maximum-daily-loadings/final-total-maximum-daily-loadings-tmdls>. More information on the USEPA's *Healthy Watersheds Initiative* is available at www.epa.gov/healthywatersheds/.

Include ONLY those listed segments within the project area that will be directly targeted by project activities. These segments should also be referenced in the Project Goals and Background. The 2020 Section 305(b)/303(d) List of Waters can be found online at: <https://epd.georgia.gov/watershed-protection-branch/watershed-planning-and-monitoring-program/water-quality-georgia>

b) Known Impairments not on the Section 305(b)/303(d) List of Waters:

Although considered a lesser priority, a project can target other nonpoint source impacts, pollutants (such as phosphorous, nitrogen and other nutrients) or water quality threats that are NOT on Georgia's 2020 Section 305(b)/303(d) List of Waters, but that have been thoroughly documented by the applicant.

Acceptable forms of documentation include local or regional watershed-based plans (not necessarily associated with TMDLs) that meet USEPA's Nine Elements of Watershed Planning, water quality data collected following QA/QC methods, environmental impact research or studies, habitat or ecological assessments, public health alerts, etc.

8. Project Budget

Break out the following details in each Line Item Description of the Project Budget for both federal and local match cash/in-kind allocation (see Example Project Budget, page 21):

Item A - Personnel: *Position on Lead Organization Payroll (not subcontractors), percentage annual full-time equivalent (FTE) salary (dollar amount) and number of years assigned to project. EXAMPLE: One (1) Staff Position - 0.05 FTE (\$80,000/year) for 3 years*

Item B - Fringe Benefits: *Position on Lead Organization Payroll (not subcontractors), percentage of FTE, at fringe benefit rate applied, and number of years assigned to project. EXAMPLE: One (1) Staff Position - 0.05 FTE at 34% for 3 years*

Item C - Travel: *Position, purpose, total mileage estimated for project and most current mileage rate.*

Item D - Equipment: *Description, purpose or use. Applies only to single items with a useful life of more than 1 year and an acquisition cost equal to or greater than \$5,000 per item.*

Item E - Supplies: *Item or category of items (administrative, printing, etc.), purpose or use.*

Item F - Contractual: *Sub-contractor name (only if currently under contract – must have been procured using procedure consistent with State Procurement Practices), services or products related to project.*

Item G - Other: *Volunteer hours, donated services for match.*

Item I - Indirect Charges: *Federally-approved indirect cost rate - Indirect Cost Rates proposed by the applicant must be certified by either a Federal review or audit procedures. The certificate, along with supporting documentation, must be submitted with the application. Any non-Federal entity that does not have a federally negotiated indirect cost rate may elect to charge a “de minimis” rate of 10% of modified total direct costs (MTDC).*

Indirect costs are those that have been incurred for common or joint purposes.

Indirect costs include costs which are frequently referred to as overhead expenses (for example, rent and utilities).

Typical examples of indirect costs may include general administration of the non-Federal entity, accounting and personnel services performed within the non-Federal entity, depreciation on buildings and equipment, the costs of operating and maintaining facilities. Indirect Costs are reimbursable with federal funds or can be applied to local match.

Confirm Sources and Values of Non-Federal Match

Identify the sources of non-federal match in the Line Items of the Project Budget, making sure the sources correlate with in-kind or cash commitments from specific partners in Item 6. *Roles and Responsibilities of Participating Organizations* of the application.

Project Activities and Tasks must correspond directly to the break-out of budget expenditures in the Line Items. For example, if GIS software is listed under the Supplies line item, there must be a Project Task that requires the use of GIS software.

Applicants must also supply a Narrative Justification to the Budget that relates to actual Project Activities/Tasks and justifies the expenses covered by federal dollars and match values in appropriate Line Item.

Double-check all Project Budget calculations

Line Item	Line Item Description	319(h) Grant Funds (60% Maximum)	Non-Federal Matching Funds (40% Minimum)	Total
A	<u>Personnel</u> (Lead Organization Payroll only): Position: One (1) Project Manager - 0.50 FTE (\$35,000/year) x 3 years Description of Duties: Communication and collaboration with project partners and project oversight	\$52,500	\$0	\$52,500
	Position: One (1) Technician - 0.20 FTE (\$25,000/year) x 3 years Description of Duties: Plant installation	\$0	\$15,000	\$15,000
	Sub Total:	\$52,500	\$15,000	\$67,500
B	<u>Fringe Benefits</u> (Lead Organization Payroll only): Position: One (1) Project Manager – 0.50 FTE at 30% x 3 years	\$15,750	\$0	\$15,750
	Position: One (1) Technician - 0.20 FTE at 30% x 3 years	\$0	\$4,500	\$4,500
	Sub Total:	\$15,750	\$4,500	\$20,250
C	<u>Travel:</u> Position: Project Manager 730 miles x \$.58 /mile Purpose of Travel: Meetings, Field Days, Site Visits	\$423	\$0	\$423
	Position: Technician 1,217 miles x \$.58 /mile Purpose of Travel: Purchase supplies	\$ 706	\$0	\$ 706
	Sub Total:	\$ 1,129	\$0	\$ 1,129
D	<u>Equipment:</u> Laboratory Description: Fluorometer & accessories Purpose/Use: Optical brightener testing	\$0	\$6,600	\$6,600
	Sub Total:	\$0	\$6,600	\$6,600
E	<u>Supplies:</u> Education & Outreach Description: Printing Purpose/Use: Brochure, flyers, mailer inserts, signage	\$2,500	\$0	\$2,500
	Description: Office Supplies Purpose/Use: Meetings, project oversight, accounting	\$0	\$600	\$600
	Sub Total:	\$2,500	\$600	\$3,100
F	<u>Contractual:</u> Contractor Name: TBD via competitive bid Description of Services: Urban GI stormwater BMP: Stream bank stabilization; trails; green space (6400 square feet)	\$62,500	\$62,500	\$125,000
	Contractor Name: XYZ Engineering, Inc. Description of Services: Septic system pump-out, repair, replacement (5 @ \$4,000 each)	\$12,000	\$8,000	\$20,000
	Contractor Name: Agricultural Producers TBD Description of Services: Install BMP contracts (10 @ \$7,500 each)	\$45,000	\$30,000	\$75,000
	Sub Total	\$119,500	\$100,500	\$220,000
G	<u>Other:</u> Volunteer Hours: 10 hours x \$20 per hour	\$0	\$200	\$200
	Sub Total	\$0	\$200	\$200
H	Total Direct Charges: (Sum of A-H)	\$191,379	\$127,400	\$318,779
I	Indirect Charges: Indirect Charge Rate (45%)	\$18,428	\$21,060	\$39,488
J	Total: (Sum of I and J)	\$209,807	\$148,460	\$358,267

Narrative Justification for Line Items (Federal, Match or Both):

- **Personnel (A) Budget Narrative Justification:** Summarize responsibilities and duties of staff on lead organization payroll as related to Project Activities and Tasks for each position cited, regardless of funding source. Describe skills, experience and qualifications of each individual that show them to be capable of performing the associated Tasks.
- **Fringe Benefits (B) Narrative Justification:** Provide Fringe Benefit rate for payroll staff in Line Item A.
- **Travel (C) Budget Narrative Justification:** Clearly link Personnel to the purpose of travel and correlate travel budget items with a specific project activity and task. NOTE: Out-of-state travel must be pre-approved by GAEPD based on reason for travel and cost.

Provide the current federal (IRS) mileage rate:

<http://www.currentmileagerate.com/>

- **Equipment Narrative Justification (D):** The term “Equipment” applies only to single items with a useful life of more than one (1) year and an acquisition cost equal to or greater than \$5,000 per item. All equipment budget items and costs **MUST** be itemized separately and associated with a specific activity and task. If available, provide product descriptions, specifications or actual quotes.
- **Supplies Narrative Justification (E):** Items estimated to cost under \$5,000 and/or with less than one (1) year of use/shelf life should be budgeted as Supplies. Explain how Supply items or categories support actual project activities and tasks. Combine items and expenses into categories (administrative, printing, etc.) when each category totals less than \$2,000. Break down categories of Supplies into individual items if collective total is more than \$2,000 per category.
- **Contractual Narrative Justification (F):** Contractual budget items represent formal financial relationships between the lead organization and subcontractors. Insert a detailed budget breakdown for each Contractual item equal to or greater than \$30,000. As appropriate, describe service or job specifications and contractor qualifications required to accomplish the related project activities and tasks. If available, attach a copy of job announcement/RFP or solicitation to the application.
- **Other Narrative Justification (G):** Other budget items and costs must be itemized separately. Items allocated to this Line Item include in-kind volunteer contributions to match. Specify expenses (either dollar amount or percentage of totals) allocated to the project that are eligible for federal reimbursement or match.
- **Indirect Charges Narrative Justification (I):** Federally approved indirect costs associated with the project are eligible for reimbursement by GAEPD Section 319(h) Grant federal funds. In addition, indirect costs associated with the project may be applied to

match. Attach documentation supporting the federally approved indirect cost rate for the lead organization to receive federal reimbursement or to apply those costs to match.

LEGAL REQUIREMENTS & ALLOWABLE COSTS

Section 319(h) Nonpoint Source Implementation Grant projects must conform to all applicable legal requirements & allowable costs in the OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* at Title 2 CFR Part 200 and Part 1500, effective December 26, 2014.

http://www.ecfr.gov/cgi-bin/text-idx?SID=cda0bdef668241883294f8587b2c1163&mc=true&tpl=/ecfrbrowse/Title02/2tab_02.tpl

9. Project Schedule

All project proposals must include a Project Schedule that details expected execution of tasks, state and federal reporting requirements, expenditure of funds and accumulation of match. Note that 319(h) projects should not exceed three (3) years in duration and that the three years are divided into quarters that progress consecutively from Quarter #1 to Quarter #12. The Project Schedule includes the following items:

- **Project Timeline in Quarters (Row 2):** Based on the 3-year limit, the Schedule template assumes awarded projects will be contracted in October 2021 and completed by September 2023. For the purposes of the application, all applicants **MUST** base their timeline on an October 2021 start date. If a proposed project is expected to be completed prior to September 2023, the remaining columns should be left blank. Once grant funds are awarded, the Schedule can be adjusted based on actual start and end dates.
- **Federal Drawdown (Rows 3 & 4):** Applicants **MUST** estimate the amount of 319(h) Grant funds they will spend each quarter. The “Initial” column indicates that no grant funds can be expended prior to the contract execution date, and the “Final” column indicates that by the end of 12 quarters all grant funds are expected to be spent. Enter each dollar amount manually into Row 3. The template will automatically calculate the percentage of federal dollars remaining in Row 4 for you.
- **Match Expenditures (Rows 6 & 7):** Applicants must also estimate the rate at which they expect to accrue match dollars. The “Initial” column indicates that no match funds can be accrued prior to the contract execution date, and the “Final” column indicates that by the end of 12 quarters, 100 percent of the match commitment will be met. Enter each dollar amount manually into Row 6. The template will automatically calculate the percentage of match accrued in Row 7 for you.
- **Milestones/Tasks (Rows 11-111):** This section details the timeframe in which each task identified in Section 5 is expected to be completed.

- ***Contract Execution:*** This section has already been completed in the Template, and should remain as is.
- ***Tasks:*** Applicants should include all tasks and task numbers from Section 5. It may be appropriate to shorten the task description to fit within the allotted space in the template, but the intent of the task should remain clear. Applicants should “fill-in” the appropriate number of cells, creating a bar that depicts the expected length of each task in months (tasks that will require less than one month should be represented by the filling in of an entire month cell). Applicants are encouraged to color code their tasks by suitable categories. For instance, in the “Example Schedule”, meetings are color-coded in purple and tasks that will result in products deliverable to GAEPD are color-coded in orange. A key is provided.
- ***Federal/State Quarterly Progress Reporting Requirements:*** 319(h) Grant award recipients will be required to submit Quarterly Reports and Invoices for the length of the project to ensure adherence to the Schedule and to proactively address any concerns in a timely manner. These reporting requirements have already been completed in the template (color coded in pink) and should remain as they are.
- ***Annual Progress Reporting Requirements:*** 319(h) Grant award recipients will be required to submit an Annual Report with Quarterly Invoices each October for the length of the project to ensure adherence to the Schedule and to proactively address any concerns in a timely manner. These reporting requirements have already been completed in the template (color coded in pink) and should remain as they are.
- ***Contract Close-Out:*** This section has already been completed in the template and should remain as is. The contract close-out date can be adjusted as necessary once grant funds are awarded.

11 Project Attachments

The following are recommended as attachments to the digital application packet or as links (if available):

- Letters of Commitment that Quantify Match Values (on letterhead)
- Nine-Element Watershed Based Plan or alternative
- Attachments, Appendices, Exhibits (research studies, TMDLs, etc.)
- Photographs, Figures, Tables (field surveys, water quality data) Maps (project area, watersheds, streams, counties, cities, roads)

Reference all digital supporting documents as attachments with sequential numbers (1, 2, 3) or alphabetical letters (A, B, C) in this section. Assign appropriate designations (Attachment, Exhibit, Figure, Table, or Map), titles and/or descriptions. Label all files appropriately so that they can be easily associated with the documents they contain.

APPENDIX A

CHECK LIST OF USEPA’S NINE ELEMENTS OF WATERSHED PLANNING

ELEMENT (A): IDENTIFICATION OF POLLUTANT & IMPAIRMENT CAUSES & SOURCES

- The plan identifies the pollutant causes and sources that will need to be managed to achieve the load reductions identified in a TMDL, or elsewhere in the plan.
- The plan addresses the causes and sources of other water quality, environmental, natural resource or stakeholder issues and concerns that are not addressed by a TMDL; but, may be problematic and are documented with supporting claims, studies, water quality data or other evidence.

ELEMENT (B): POLLUTANT LOAD REDUCTION ESTIMATES EXPECTED FROM BEST MANAGEMENT PRACTICES (BMP)

- The plan documents load reductions needed to achieve a TMDL.
- The plan describes a reasonable approach to estimate pollutant load reductions and includes assumptions and limitations.
- The plan estimates expected potential load reductions from BMP for each pollutant cause or source, or groups of similar sources that need to be managed.

ELEMENT (C): NONPOINT SOURCE (NPS) BEST MANAGEMENT PRACTICES (BMP) & CRITICAL TARGET AREAS FOR BMP INSTALLATION

- The plan provides recommended locations where potential BMPs may be implemented.
- The plan identifies potential BMPs to be installed in “critical” NPS loading areas.

ELEMENT (D): FINANCIAL & TECHNICAL ASSISTANCE TO IMPLEMENT BMP, ASSOCIATED COSTS & SOURCES OF FUNDS

- The plan identifies sources and amounts of the funding that will be needed to implement the BMP.
- The plan identifies authorities and technical assistance that will be relied upon to implement the BMP.

ELEMENT (E): EDUCATION & OUTREACH TO ENCOURAGE PUBLIC PARTICIPATION IN PLAN IMPLEMENTATION

- The plan provides an information/education component that will enhance public understanding of the plan and encourage their early and sustained participation in project development and plan implementation.

ELEMENT (F): BMP IMPLEMENTATION SCHEDULE

- The plan provides a reasonably expeditious schedule for implementing Best Management Practices (BMP) in (C) above.

ELEMENT (G): INTERIM MILESTONES TO DETERMINE PROGRESS OF BMP IMPLEMENTATION

- The plan provides a list or description of interim milestones for determining progress of NPS management practices or whether BMP are being implemented.

ELEMENT (H): SET OF CRITERIA TO MONITOR AND ASSESS BMP

- The plan describes a set of criteria, including water quality monitoring as well as hydrological, environmental, economic and social impacts, to determine whether pollutant controls or management practices are achieving loading reductions over time.
- If substantial progress is not being made towards attaining water quality standards, the plan includes a provision that uses the established criteria to determine:
 - Whether improvements or adjustments need to be made to existing BMPs; or
 - Whether new BMPs need to be added to replace existing BMPs.

ELEMENT (I): COMPONENT TO DETERMINE PLAN IMPLEMENTATION EFFECTIVENESS

- The plan provides a component to evaluate the effectiveness of efforts to implement the plan over time measured against the criteria established under item (H).
- The evaluation component can also be applied to determine
 - Whether the watershed-based plan needs to be revised; or
 - Whether the NPS TMDL needs to be revised, if a NPS TMDL has been established.

APPENDIX B

DETERMINING MEASURES OF SUCCESS

The Measures of Success are critical components of a competitive project proposal. They provide the criteria (what & how) to determine if the Tasks are being accomplished in order to achieve the Project Goals. The Measures of Success also demonstrate that an applicant has a clear understanding of the expected efforts and results involved with each Task.

When developing the Project Activities, applicants should (1) identify **what** criteria will demonstrate the successful outcome of each specific Task, and (2) determine **how** to track those criteria. These criteria should include both qualitative and/or quantitative measures as appropriate. For certain BMP implementation Tasks, the Measures of Success will be numeric, e.g. expected load reductions from primary and secondary pollutants. In addition, tracking those load reductions will involve modeling to get numeric values. For other projects, the Measures of Success will require more creativity and thought. For example, generally accepted for educational outreach Tasks would be improved understanding of nonpoint source pollution issues throughout the watershed. And, one way to track that change in behavior or knowledge might be to conduct an educational survey before and after information or instruction materials are disseminated or workshops are conducted.

Project Activity	Examples of Measures of Success
BMP Implementation	<ul style="list-style-type: none"> • Number of landowners contacted • Number of projects contracted (percentage of target) • Percentage of watershed affected by project • Number of completed BMPs in accordance with appropriate specifications • Estimate of load reductions for nitrogen, phosphorus and sediment • Estimate of water quality and other environmental benefits above and beyond load reductions (based on modeling and/or monitoring) • Number of field days/workshops/etc. and number of participants
Education and Outreach	<ul style="list-style-type: none"> • Number and description of educational materials produced and distributed • Percentage of watershed population affected by project • Attendance at workshops/meetings/classes by target audience (to be demonstrated through sign-in sheets, agendas, etc.) • Improvement in water quality knowledge (based on survey or test results) • Number of Continuing Education credits earned • Creation of/Participation in Adopt-A-Stream or other volunteer groups • Number of field days/workshops/etc. and number of participants
Technical Assistance	<ul style="list-style-type: none"> • Number/Percentage of participating local governments and other relevant stakeholders • Extent of assistance performed (i.e. number of ordinances developed/implemented; workshops held and attendance; plans completed; etc.)
BMP Demonstration for New Technology Only	<ul style="list-style-type: none"> • Number of installed BMPs • Effectiveness of BMP(s) in reducing primary and secondary pollutants • Number of field days/workshops and number of participants
Regulatory Programs	<ul style="list-style-type: none"> • Number of ordinances developed/implemented/supported

APPENDIX C

MATCH FAQs SHEET

WHAT IS LOCAL MATCH?

Local match is a financial commitment related to the federal dollar amount requested, and is required as part of a Section 319(h) Grant contract to implement the project. The applicant and project partners identify budget expenses that will be contributed as match in local dollars or in-kind services/resources when submitting the initial project application.

HOW MUCH LOCAL MATCH IS REQUIRED?

A minimum 40 % of the total project cost is the required local match for all Georgia Section 319(h) grant competitive projects. Local match of 50% or above is encouraged; and may result in the project proposal receiving priority consideration for funding.

Example Calculation for Determining Match Commitment: Federal Funds Requested x $\frac{2}{3}$ = Required Minimum Non-Federal Matching Funds	
<i>Federal Funds Requested:</i>	<i>\$150,000 (60% Total Project Cost)</i>
<i>Minimum Local Match Required:</i>	<i>\$100,000 (40% Total Project Cost)</i>
<i>Total Project Cost:</i>	<i>\$250,000</i>

WHAT CAN BE USED AS LOCAL MATCH?

Local match must be from non-federal sources and may be in cash or in-kind services/resources applied to a specific project. Match items *MUST* be eligible for federal dollars. Any items that do not qualify for federal funds may not be counted as match.

CASH MATCH: Cash contributed specifically to cover the actual costs of the project.

IN-KIND MATCH: Contributions made directly in the form of services, resources or goods with dollar value specified to implement the project. These amounts must be:

1. Verifiable (see section below regarding tracking local match commitments);
2. Directly related to accomplishing project activities and tasks;
3. Not already counted as match for another project funded by federal grants;
4. Allowable as federal grant funds under the applicable cost principles. See Title 2 CFR Part 200 and Part 1500, effective December 26, 2014, available online at:
http://www.ecfr.gov/cgi-bin/text-idx?SID=cda0bdef668241883294f8587b2c1163&mc=true&tpl=/ecfrbrowse/Title02/2tab_02.tpl

PUBLIC LAND CONSERVATION AS LOCAL MATCH

(1) Restricted to water quality protection purposes; (2) Compliant with *Conditions on Land Acquisition for State of Georgia* (Appendix E) and *Uniform Appraisal Standards for Federal Land Acquisitions*; (3) Permanently protected by Deed Restriction or Conservation Easement; and (4) Sustaining required due diligence.

EXAMPLE IN-KIND MATCH SERVICES

✓ Personnel/Staff Salaries	✓ Structural Designs
✓ Professional Fees	✓ Outreach Products & Events
✓ Labor	✓ Media Buys & Production
✓ Supplies & Materials	✓ Surveys
✓ Equipment (Leases or Purchases)	✓ Publications
✓ Office / Meeting Space Rent	✓ Audits & Appraisals
✓ Office Utilities	✓ Indirect Charges
✓ Volunteer Hours	✓ Public Land Conservation
✓ Fringe benefits are also eligible as match for personnel time donations from the grant lead organization and other project	

EXAMPLE LIMITATIONS

- ⊗ Local match contributions must be from **non-federal** sources. This means that contributions **cannot** include:
 - ✗ Cash from any federal funding sources;
 - ✗ Cash or in-kind goods/services/efforts that will be reimbursed with federal dollars;
 - ✗ Cash or in-kind goods/services/efforts used as cost-share for another federal grant; and/or
 - ✗ In-kind goods/services/effort provided by federal employees or a federal organization.
- ⊗ Expenditures that are either required or anticipated to be required under an NPDES permit or enforcement order cannot be used as local match.
- ⊗ Match cannot be contributed until the start date of the fully-executed grant contract and as outlined in the Project Schedule.
- ⊗ The same cash or in-kind services/goods cannot be applied to more than one project.

HOW DO I TRACK LOCAL MATCH CONTRIBUTIONS?

Local cash or in-kind match must be fully documented and consistent with the Project Schedule outlined in the grant contract:

1. Local match contributions must be tracked on a quarterly basis along with invoicing for federal funds and progress reports;
2. Match contributions must be entered into the lead organization's accounting records and be auditable from those records (i.e. type, quantity, value of contribution, date of contribution, signature of contributor/partner organization);
3. When recording in-kind match, accounting records must show how the value placed on the match was derived (i.e. number of volunteer or personnel or meeting space hours and hourly rate for each, etc.);
4. Volunteer hours and services must be documented to the extent feasible.

HOW DO I CALCULATE THE VALUE OF IN-KIND MATCH?

The in-kind match value must not exceed fair market cost or rental rates.

DONATED SERVICES:

Actual Salaries, Wages or Fees

Actual salaries, wages or fees contributed for match only count if the individuals are performing the same work in support of the project for which they are employed or charge compensation. In this case, the value of fringe benefits and overhead costs associated with the donated time can also be applied to match. Otherwise, the value of donated time must be computed at the "volunteer" rate paid for the work performed. In other words, lawyers, engineers, planners must base donated time on "volunteer" rates if they are removing tires from a stream. However, if they donate their professional services to support the project, they can compute the match based on their normal fee structures.

Volunteer Contributions

Volunteer time/services donated to the project must be valued at rates consistent with standard wages, fees or compensation ordinarily paid for similar work/services in the same labor market. Rates for volunteer services can be found on the following websites:

- <https://explorer.gdol.ga.gov/vosnet/Default.aspxwww.bls.gov/bls/blswage.htm>
- www.independentsector.org/volunteer_time

DONATED SUPPLIES:

The contribution must be priced at the market value of the supplies at the time of donation.

DONATED EQUIPMENT OR SPACE IN A BUILDING:

The contribution must be appraised at the fair market rental rate of the equipment or space.

APPENDIX D
REQUIRED DUE DILIGENCE
FOR NON-POINT SOURCE & LAND CONSERVATION PROJECTS IN GEORGIA

The value of property that is permanently protected through a non-point source (NPS) project may be used as match in 319(h) grant applications if the following conditions are met and approved by the Georgia EPD.

1. Connection to the Proposed NPS Project:

In order for the proposed land conservation activity to be used as match, it must play an integral role in the protection of water quality through a larger NPS project. This role must be justified by the applicant in the application documents and approved by Georgia EPD. The use of land conservation as match may be denied if the proposed NPS project could be completed and sustained without permanent land protections.

2. Permanent Protection:

For projects in which the applicant will acquire a fee-title property interest, the following language must be incorporated into the property deed and recorded on the date of the project's real estate closing. The entity receiving the fee-title property interest must be eligible to accept 'Qualified Donations', as defined in O.C.G.A. §48-7-29.12(a)(6). A copy of the so-amended deed must be recorded and delivered to the EPD.

This property shall be and is perpetually restricted, as indicated herein, so as to maintain certain conservation values which may include waterways, wetlands, natural habitats, forests, wildlife, scenic and agricultural areas and other ecological values which qualify the property as scenic, natural or rural and that has not been subject to significant development and as a significant natural area that provides a "relatively natural habitat for fish, wildlife, plants, or similar ecosystems" as that phrase is used in Section 170(h)(4)(A)(ii) of the Internal Revenue Code. These restrictions are deemed to be covenants running in favor of or for the benefit of land and are being held for the use of the public. Therefore, pursuant to O.C.G.A. § 44-5-60 (c), these covenants shall run in perpetuity. The grantee shall seek to preserve any plants, animals, or plant communities of the property, including but not limited to species designated as protected by the Georgia Department of Natural Resources and the U.S. Fish and Wildlife Service.

For projects in which the applicant will acquire a conservation easement on the property, EPD must review and approve the draft easement prior to its execution. A copy of the executed easement must then be delivered to EPD. The entity receiving the easement must be eligible to accept 'Qualified Donations', as defined by O.C.G.A. §48-7-29.12(a)(6). The easement must also contain the language below.

This conservation easement shall be perpetual and shall be a covenant running with the land. If circumstances arise under which an amendment to or modification of this Conservation Easement would be appropriate, Grantor and Grantee, or their successor or assigns, may subject to the

approval process discussed below, amend this Conservation Easement; provided that no amendment shall be made that will adversely affect the qualification of this Conservation Easement or the status of Grantee under any applicable laws, including Sections 170(h) and 501(c)(3) of the Internal Revenue Code and the Georgia Uniform Conservation Easement Act, O.C.G.A. § 44-10-1 et seq. Any such amendment shall be consistent with the purposes of this Conservation Easement, shall not affect its perpetual duration, and shall result in equal or greater protection of the Conservation Values on the Protected Property. Nothing herein shall require Grantee to agree to any amendment, and Grantee shall obtain approval of the Georgia Environmental Protection Division or its successor State of Georgia entity, for any amendments, which approval shall not be granted if, in the sole discretion of the State of Georgia, the proposed amendment affects the Conservation Values of the Property. In the event no successor State of Georgia entity exists, the contact agency will be the State Properties Commission or the State of Georgia entity then responsible for the accounting of state property.

3. Appraised Value:

The values of permanently protected fee-title land or conservation easements being used to match 319(h) grant funds must be justified by appraisals that meet specific standards. The purpose of the appraisal is to develop an opinion of the market value of the fee-title or easement interest in the property being conveyed. Such interest is \$0 in inverse condemnations. All appraisals are subject to review and approval by the State.

Acceptable appraisals may only be developed by Certified General appraisers according to the Georgia Real Estate Appraisers Board. All appraisals must conform to the Uniform Standards of Professional Appraisal Practice (USPAP) and the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice. Appraisals must also meet the requirements of Section 170 of Title 26 of the United States Code and contain the following items.

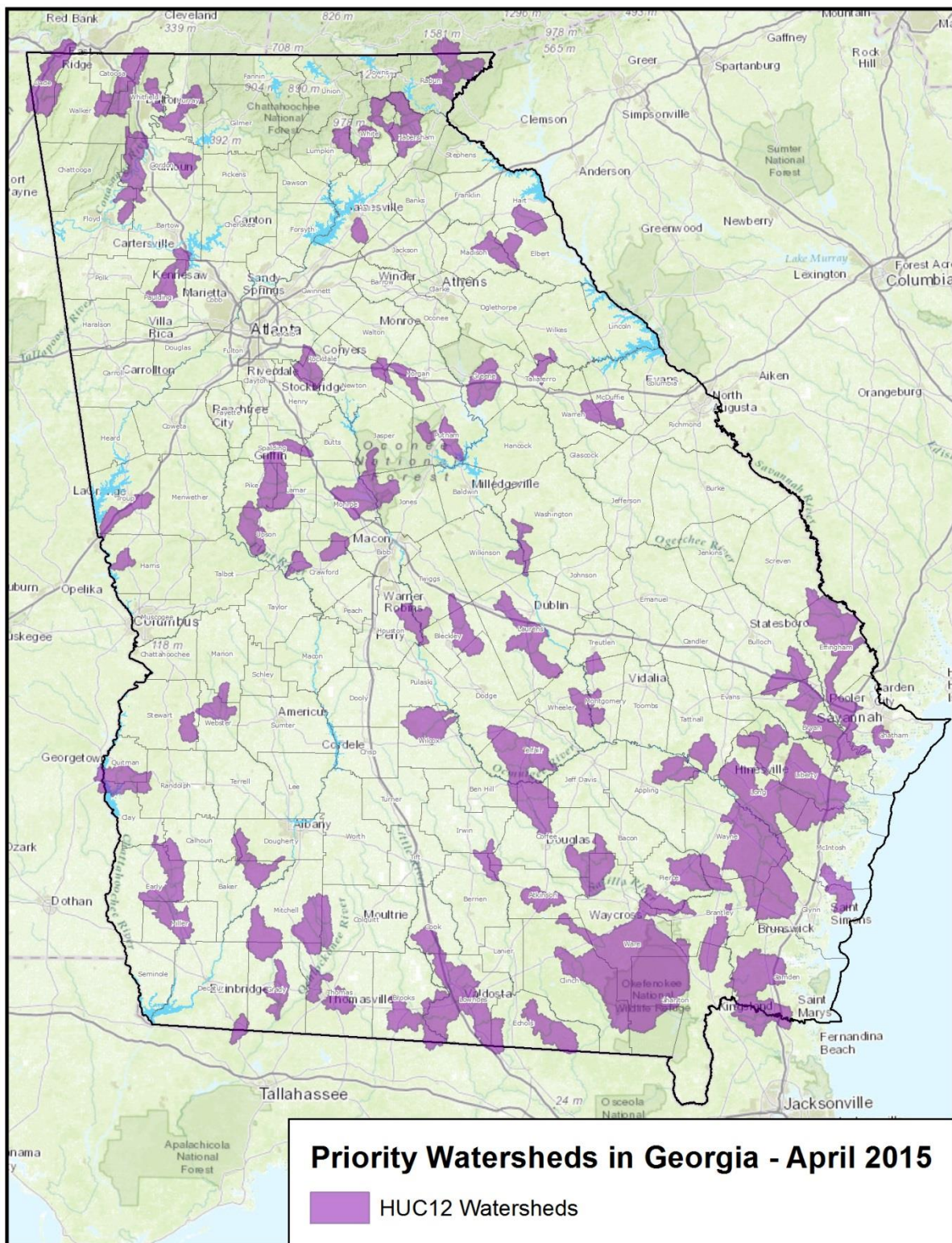
- Purpose, Scope and function of the appraisal.
- Highest and Best use of the property.
- Physical description of the property being appraised and at least a 5-year sales history of the property.
- All relevant approaches to valuation consistent with common professional appraisal practices.
- A description of comparable sales with photos and location maps of each comparable.
- A statement of the value of the real property to be acquired, including data analysis. For conservation easements, a statement of the property value *before and after* the easement is in place is required.
- Effective valuation date, appraisal date, appraiser signature and certification within one year of review.

4. Other Due Diligence Materials:

- Property Survey. For land or conservation easements acquired as part of the proposed NPS project, a current survey plat and/or legal description signed by a registered Georgia land surveyor is required. The surveyor shall provide a recordable plat and/or legal description of the tract(s); and provide a signed “Certificate of Surveyor” that complies with O.C.G.A. §15-6-67 – 69 as amended, and O.C.G.A. §44-4-20 – 31.
- A Phase I Environmental Site Assessment. A Phase I Environmental Assessment in accordance with the American Society for Testing and Materials (ASTM) Standard E 1527-00 or ASTM Standard E 2247-02 shall be conducted on all land being permanently protected as part of the NPS project.
- Title Insurance. All land conservation projects being used as match require a copy of a valid title insurance policy in favor of the intended real property or easement holder. A copy of a title commitment letter from a registered title insurance company must be delivered to EPD prior to project closing.
- Land Management Plan. The applicant shall submit a land management plan to EPD for review and approval at least 30 days prior to acquiring the land or easement. The land management plan shall outline how the permanently protected land will be managed to protect water quality and lessen the impacts of nonpoint source pollution in perpetuity.

APPENDIX E

MAP & LIST OF PRIORITY HUC-12 WATERSHEDS



HUC12	Name	DNR_BASIN	County
030701060301	Fivemile Creek	Altamaha	Appling
030701060203	Lower Tenmile Creek	Altamaha	Appling
030702010302	Little Red Bluff Creek	Satilla	Atkinson
030702010603	Middle Hog Creek	Satilla	Bacon
031300080304	Lower Cooleewahee Creek	Flint	Baker
031102020604	Lower Willacoochee River	Suwannee	Berrien
030701050102	District Hollow Branch-Gum Swamp Creek	Ocmulgee	Bleckley
030701050101	Reedy Creek-Gum Swamp Creek	Ocmulgee	Bleckley
030702011104	Lower Buffalo Creek	Satilla	Brantley
031102030703	Lower Piscola Creek	Suwannee	Brooks
030602040301	Sterling Creek-Ogeechee River	Ogeechee	Bryan
030602020508	Little Creek-Black Creek	Ogeechee	Bryan
030602030606	Clyde Creek-Canoochee River	Ogeechee	Bryan
030602020507	Lower Mill Creek	Ogeechee	Bryan
030602020505	Caney Branch-Black Creek	Ogeechee	Bulloch
030602020503	Ash Branch-Lower Black Creek	Ogeechee	Bulloch
031300100102	Perry Creek-Spring Creek	Flint	Calhoun
030702040904	Little St. Marys River	Saint Mary's	Camden
030702040905	Catfish Creek-St. Marys River	Saint Mary's	Camden
030702040902	Cabbage Creek-St. Marys River	Saint Mary's	Camden
030702011202	Rose Creek-Satilla River	Satilla	Camden
060200010702	Lower East Chickamauga Creek	Tennessee	Catoosa
060200010703	Tiger Creek	Tennessee	Catoosa
031102010105	Okefenokee Swamp	Suwannee	Charlton
030602040201	Hardin Canal-Little Ogeechee River	Ogeechee	Chatham
030602040303	Vernon River	Ogeechee	Chatham
031102010103	Suwannee Creek	Suwannee	Clinch
031102010201	Upper Tatum Creek	Suwannee	Clinch
030702010401	Broxton Creek	Satilla	Coffee
030701040804	Gregeory Creek-Ocmulgee River	Ocmulgee	Coffee
030702010504	Cat Creek-Seventeen Mile River	Satilla	Coffee
030702010403	Rose Creek	Satilla	Coffee
031200020401	Upper Little Ochlockonee Creek	Ochlockonee	Colquitt
031200020402	Middle Little Ochlockonee Creek	Ochlockonee	Colquitt
031102040501	Wells Mill Creek	Suwannee	Cook
030701031503	Little Echeconnee Creek	Ocmulgee	Crawford
031300051206	Lower Ulcohatchee Creek	Flint	Crawford
060200011102	Gulf Creek-Lookout Creek	Tennessee	Dade
060200011103	Crawfish Creek-Lookout Creek	Tennessee	Dade
060200011104	Sitton Gulch Creek-Lookout Creek	Tennessee	Dade
060200011105	Lookout Creek	Tennessee	Dade
031200030205	Lower Swamp Creek	Ochlockonee	Decatur
031300090806	West Chickasawhatchee Creek-Chickasawhatchee Creek	Flint	Dougherty
031300100103	Town of Crossroads-Spring Creek	Flint	Early
031300100205	Lower Dry Creek	Flint	Early
031300100104	Spring Branch-Spring Creek	Flint	Early

031102010502	Lower Toms Creek	Suwannee	Echols
031102010501	Upper Toms Creek	Suwannee	Echols
030601090202	Lower Runs Branch	Savannah	Effingham
030601090203	Ebenezer Creek	Savannah	Effingham
030601090201	Upper Runs Branch	Savannah	Effingham
030601040304	Deep Creek-Broad River	Savannah	Elbert
031501041604	Dykes Creek	Coosa	Floyd
031501030602	Woodward Creek	Coosa	Floyd
030702030101	Little Buffalo Creek	Satilla	Glynn
030701060504	Altamaha Sound-Frontal Atlantic Ocean	Satilla	Glynn
030702030102	Turtle River	Satilla	Glynn
031501020604	Marlow Branch-Salacoa Creek	Coosa	Gordon
031501030203	Snake Creek-Oostanaula River	Coosa	Gordon
031501030201	Camp Creek	Coosa	Gordon
031501020605	Lick Creek-Salacoa Creek	Coosa	Gordon
031501030204	Bow Creek-Oostanaula River	Coosa	Gordon
031501030205	Robbins Creek-Oostanaula River	Coosa	Gordon
031200020704	Little Tired Creek	Ochlockonee	Grady
031200020703	Middle Tired Creek	Ochlockonee	Grady
031200020706	Lower Tired Creek	Ochlockonee	Grady
030701011102	Upper Beaverdam Creek	Ocone	Greene
030701011103	Lower Beaverdam Creek	Ocone	Greene
030701011101	Town Creek-Richland Creek	Ocone	Greene
030701011104	Little Creek-Richland Creek	Ocone	Greene
031300010105	Amys Creek-Chattahoochee River	Chattahoochee	Habersham
031300010202	Upper Soquee River	Chattahoochee	Habersham
031300010206	Lower Soquee River	Chattahoochee	Habersham
031300010204	Middle Soquee River	Chattahoochee	Habersham
031300010201	Headwaters Soquee River	Chattahoochee	Habersham
030701010104	Upper Walnut Creek	Ocone	Hall
031300021103	Mountain Oak Creek	Chattahoochee	Harris
030601030407	Little Coldwater Creek	Savannah	Hart
030601030406	Upper Coldwater Creek	Savannah	Hart
030701040107	Thompson Mill Creek-Ocmulgee River	Ocmulgee	Houston
030701031303	Little Falling Creek	Ocmulgee	Jasper
030701031307	Berry Creek-Ocmulgee River	Ocmulgee	Jones
030701031304	Lower Falling Creek	Ocmulgee	Jones
031300050901	Honey Bee Creek-Potato Creek	Flint	Lamar
031300050904	Little Potato Creek	Flint	Lamar
030701021103	Horse Branch-Turkey Creek	Ocone	Laurens
030701021304	Upper Ochwalkee Creek	Ocone	Laurens
030701021104	Bluewater Creek-Turkey Creek	Ocone	Laurens
030701021105	Reedy Creek-Turkey Creek	Ocone	Laurens
030602030505	Middle Taylors Creek	Ogeechee	Liberty
030602030507	Strum Bay-Canoochee Creek	Ogeechee	Liberty
030602040401	Upper North Newport River	Ogeechee	Liberty
030602030503	Strickland Pond-Canoochee Creek	Ogeechee	Long
030701060404	Lower Doctors Creek	Altamaha	Long

031102021003	Alapahoochee River	Suwannee	Lowndes
031102021002	Lower Mud Swamp	Suwannee	Lowndes
031102030404	Valdosta-Withlacoochee River	Suwannee	Lowndes
031102030802	Tiger Creek-Withlacoochee River	Suwannee	Lowndes
031102040504	Franks Creek	Suwannee	Lowndes
031102030804	Redland Creek	Suwannee	Lowndes
031102021001	Upper Mud Swamp	Suwannee	Lowndes
031300010505	Tate Creek-Chestatee River	Chattahoochee	Lumpkin
030601040302	Scull Shoal Creek-Broad River	Savannah	Madison
030601080103	Whites Creek-Brier Creek	Savannah	McDuffie
030602040601	Upper South Newport River	Ogeechee	McIntosh
031300100505	Town of Boykin-Spring Creek	Flint	Miller
031300100403	Upper Aycocks Creek	Flint	Miller
031300100303	Long Branch-Spring Creek	Flint	Miller
031300100501	Town of Colquitt-Spring Creek	Flint	Miller
031300100401	Susian Ford Creek	Flint	Miller
031200020403	Lost Creek	Ochlockonee	Mitchell
031300080506	Bay Pole Branch-Big Slough	Flint	Mitchell
031200020404	Big Creek	Ochlockonee	Mitchell
030701031305	Deer Creek	Ocmulgee	Monroe
030701031306	Rum Creek	Ocmulgee	Monroe
030701021301	Cypress Creek	Ocone	Montgomery
030701011406	Middle Big Indian Creek	Ocone	Morgan
030701011405	Upper Big Indian Creek	Ocone	Morgan
031501010402	Mill Creek-Holly Creek	Coosa	Murray
031501010403	Goldmine Branch-Holly Creek	Coosa	Murray
031501010406	Bullpen Branch-Holly Creek	Coosa	Murray
030701011401	Nelson Creek-Little River	Ocone	Newton
031501041103	Lawrence Creek-Pumpkinvine Creek	Coosa	Paulding
031501041102	Lane Creek-Pumpkinvine Creek	Coosa	Paulding
031501041105	Westbrook Creek-Pumpkinvine Creek	Coosa	Paulding
030702020501	Sixty Foot Branch	Satilla	Pierce
030702010705	Caney Branch-Satilla River	Satilla	Pierce
031300050903	Gola Creek-Potato Creek	Flint	Pike
031300050902	Turnpike Creek	Flint	Pike
030701011803	Lower Rooty Creek	Ocone	Putnam
030701011802	Upper Rooty Creek	Ocone	Putnam
030701011502	Pearson Creek-Little River	Ocone	Putnam
031300031313	Drag Nasty Creek-Chattahoochee River	Chattahoochee	Quitman
031300031507	Lower Holanna Creek	Chattahoochee	Quitman
031300031508	Wilkey Creek-Pataula Creek	Chattahoochee	Quitman
030601020207	Upper Stekoa Creek	Savannah	Rabun
030601020203	West Fork Chattooga River	Savannah	Rabun
030601020205	Upper Warwoman Creek	Savannah	Rabun
060102020102	Middle Creek-Little Tennessee River	Tennessee	Rabun
030601020208	Lower Stekoa Creek	Savannah	Rabun
030601020206	Lower Warwoman Creek	Savannah	Rabun
030701030106	Honey Creek	Ocmulgee	Rockdale

030701030107	Camp Creek-South River	Ocmulgee	Rockdale
030701031104	Cabin Creek	Ocmulgee	Spalding
031300031501	Clear Creek-Pataula Creek	Chattahoochee	Stewart
030601050105	Lick Creek-Little River	Savannah	Taliaferro
030701060302	Watermelon Creek	Altamaha	Tattnall
030701040703	Lower Horse Creek	Ocmulgee	Telfair
030701040701	Upper Horse Creek	Ocmulgee	Telfair
030701040702	Middle Horse Creek	Ocmulgee	Telfair
031101030102	Oliver Creek	Ochlockonee	Thomas
031200020602	Pine Creek-Ochlockonee River	Ochlockonee	Thomas
031300020906	Lower Long Cane Creek	Chattahoochee	Troup
031300020905	Upper Long Cane Creek	Chattahoochee	Troup
031300050906	Tenmile Creek	Flint	Upson
031300050907	Jerry Reeves Creek-Potato Creek	Flint	Upson
031300050908	Bell Creek-Potato Creek	Flint	Upson
060200010704	Upper Little Chickamauga Creek	Tennessee	Walker
030702010604	Lower Hog Creek	Satilla	Ware
030701020407	Wheeler Creek-Buffalo Creek	Oconee	Washington
030701060402	Penholoway Creek	Altamaha	Wayne
030701060405	Penholoway Swamp-Altamaha River	Altamaha	Wayne
030702020502	Little Satilla River	Satilla	Wayne
030701060501	Alex Creek-Altamaha River	Altamaha	Wayne
031300070203	Lower Lanahassee Creek	Flint	Webster
031300070201	Clear Creek-Kinchafoonee Creek	Flint	Webster
030701021403	Lotts Creek-Oconee River	Oconee	Wheeler
030701021401	Larry Creek-Oconee River	Oconee	Wheeler
031300010102	Smith Creek-Chattahoochee River	Chattahoochee	White
031300010504	Lower Tesnatee Creek	Chattahoochee	White
031300010502	Upper Tesnatee Creek	Chattahoochee	White
031501010307	Bates Branch-Coahulla Creek	Coosa	Whitfield
060200010701	Upper East Chickamauga Creek	Tennessee	Whitfield
030701040504	Cedar Creek	Ocmulgee	Wilcox
030701040505	Folsom Creek	Ocmulgee	Wilcox
030701020801	Oochee Creek-Oconee River	Oconee	Wilkinson