

U.S. Environmental Protection Agency, Region 10

Puget Sound Watershed Management Assistance Program

Protecting Watersheds, Water Quality, and Aquatic Resources from the Impacts of Growth

FFY 2010 Request for Proposals

REVISED DUE DATE AS OF 12/03/09 All other content remains the same

Agency: U.S. Environmental Protection Agency, Region 10

Funding Opportunity Name: Puget Sound Watershed Management Assistance Program

Announcement Type: Request for Proposals

Funding Opportunity Number: EPA-R10-PS-1001

Catalog of Federal Domestic Assistance Number: 66.120

Overview

The U.S. Environmental Protection Agency, Region 10 (EPA), is issuing this Request for Proposals (RFP) soliciting proposals from eligible entities to support the protection and restoration of high value, Puget Sound aquatic resources in areas threatened by growth. The Puget Sound Watershed Management Assistance Program will assist local and tribal governments and special purpose districts as they implement the *Puget Sound Action Agenda* and conduct activities to support EPA national goals for Puget Sound. Through comprehensive watershed protection and management approaches, these grant funds will assist in managing land uses while protecting watershed processes, functions, and values. Successful projects will match proposed activities to the appropriate watershed scale to ensure environmental results.

Units of local government, under Washington State law, and federally recognized Indian Tribes located within the greater Puget Sound basin are eligible to apply. Also eligible to apply are special purpose districts, as defined by Washington State law at R.C.W. 36.93.020, including but not limited to, irrigation districts, and water and sewer districts that are located in or govern land and water resources within the greater Puget Sound basin. Conservation districts located in or governing land and water resources within the greater Puget Sound Basin are also eligible to apply for assistance under this program. The greater Puget Sound basin is defined as all watersheds draining to the U.S. waters of Puget Sound, southern Georgia Basin, and the Strait of Juan de Fuca.

The following entities are not eligible to directly receive financial assistance awards under this announcement: Federal and state agencies, institutions of higher learning, watershed planning units formed under RCW 90.82.40 and RCW 90.82.60, local management boards organized under RCW 90.88.30, salmon recovery lead entities organized pursuant to RCW 77.85.050, regional fisheries enhancement groups organized pursuant to RCW 77.95.060, Marine Resource

Committees organized pursuant to RCW 36.125, nonprofit organizations, and nongovernmental entities. Business enterprises and individuals or families are also not eligible applicants. EPA encourages local and tribal governments to solicit participation from the types of entities listed above as local collaborators. All of the entities are eligible to apply for subawards or subcontracts from a successful award recipient as long as proper procedures are followed.

EPA anticipates awarding up to fifteen cooperative agreements under this RFP. Awards will range from approximately **\$300,000** to **\$1,000,000 in Federal funds** and have a project period of two to four years. The total amount available for all awards is approximately \$10 million dollars through the Omnibus Appropriations Act, 2009, Public Law No: 111-8. Funds will be awarded under Clean Water Act, Title III, Section 320, as amended, Public Law 94-117 and Public Law 106-457, 33 U.S.C. 1330 et seq. Applicants must provide a statutory non-federal match as specified further in Section III. B.

There are no restrictions on the number of proposals that can be submitted from any one eligible entity so long as each one is for a different project and is separately submitted.

Important Dates: REVISED AS OF 12/03/09

January 26, 2010	Proposals must be received in hardcopy by EPA Region 10 by 4:00 PM Pacific Standard Time (PST) <u>or</u> by e-mail at pugetsound_proposals@epa.gov by 4:00 PM PST.
March 19, 2010	Finalists notified and requested to negotiate and submit final grant application and work plan.
April 12, 2010	Grant applications and work plan received by EPA Region 10.
May 28, 2010	Awards made.

Other than the January 26, 2010 deadline, the above dates are estimated and subject to change.

EPA reserves the right to amend this solicitation. Amendments could be administrative (i.e., change of dates or location), technical (i.e., change in requirements), or affect the anticipated funding. EPA will post application material and amendments at <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> and on <http://www.grants.gov> . Please check periodically for changes.

Contents of the Announcement:

I. Funding Opportunity Description..... 4

II. Award Information..... 12

III. Eligibility Information 13

 A. Eligible Applicants..... 13

 B. Cost Sharing/Match Requirement 13

 C. Threshold Eligibility Criteria 14

 D. Funding Restrictions 15

IV. Application and Submission Information..... 16

 A. Requesting an Application Package..... 16

 B. Form of Application Submission 16

 C. Content of Proposal Package Submission..... 17

 D. Submission Dates and Times 20

 E. Pre-proposal/Application Assistance and Communications 20

 F. Management Fees 20

 G. Partnerships, Contractors and Subawards..... 21

 H. Confidential Business Information 22

V. Application Review Information 23

 A. Evaluation Criteria..... 23

 B. Review and Selection Process..... 25

VI. Award Administration Information 26

 A. Award Notices..... 26

 B. Instructions for Final Application Submission..... 26

 C. Administrative and National Policy Requirements 26

 D. DUNS Number..... 26

 E. Reporting 26

 F. Dispute Resolution Process 27

 G. Restrictions on Use of Grant Funds 27

 H. Allowable Costs 27

VII Agency Contact 27

VIII. Other Information 28

 A. Quality Assurance and Quality Control..... 28

 B. Allowance for Collection of Geospatial Information..... 28

 C. Data Access and Information Release..... 28

 D. Assistance Agreement Terms and Conditions 29

 E. Exchange Network 29

Appendix A - Measuring Environmental Results: Logic Models, Outputs, and Outcomes..... 1

U.S. EPA Region 10
Puget Sound Watershed Management Assistance Program

FFY 2010 Request for Proposals

**Protecting Watersheds, Water Quality, and Aquatic Resources from the
Impacts of Growth**

Funding Opportunity Number: EPA-R10-PS-1001

I. Funding Opportunity Description

The U.S. Environmental Protection Agency, Region 10 (EPA), is soliciting watershed proposals from eligible entities to support the protection and restoration of Puget Sound's high value, aquatic resources in areas threatened by growth pressure through comprehensive watershed management approaches at the local level.

EPA, Washington State, Tribes, local governments, and nonprofit organizations have partnered for over 20 years to protect and restore Puget Sound through the Clean Water Act (CWA) National Estuary Program. On July 15, 2009, EPA approved the *Puget Sound Action Agenda*, a strategy to clean up, restore, and protect Puget Sound by 2020. The Action Agenda establishes forward five priorities:

- Protect intact ecosystem processes, structures, and functions.
- Restore ecosystem processes, structures, and functions.
- Reduce the sources of water pollution.
- Work effectively and efficiently together on priority actions.
- Build an implementation, monitoring, and accountability management system.

In the near term, EPA, state, tribal, and local partners are also working to achieve many environmental outcomes including the following 2011 EPA national goals for Puget Sound:

- Show improved water quality and corresponding lifting of harvest restrictions on 1,000 acres of shellfish growing areas currently impacted by degraded or declining water quality.
- Remediate and put in place upstream source controls on 200 acres of prioritized contaminated sediments.
- Restore and protect 3,500 acres of tidally or seasonally influenced estuarine wetlands.

To address the Action Agenda priorities and achieve environmental outcomes, basin-wide programmatic approaches and tailored watershed approaches are being invested in simultaneously. This RFP supports implementation of Action Agenda strategies and 2011 EPA national goals for Puget Sound at the local, watershed scale.

Cumulative Impacts of Development: Addressing the priorities of the Action Agenda and the EPA Puget Sound goals requires attending to the impacts of growth at the watershed scale. The responsibility for managing development and protecting watersheds falls largely on local governments and tribes through multiple, distinct planning processes. Traditionally, land use planning and watershed planning have often been carried out independently. Yet, extensive watershed research shows that *where development is located, how much development occurs, and what practices are used* greatly affect the chemical, physical, and biological integrity of marine and fresh waters. The cumulative result is loss of habitat and ecosystem function; reduced groundwater recharge; reduced stream flow during summer months; and excessive runoff during storms that scours fish habitat and delivers toxic pollutants, pathogens, and nutrients to rivers and bays. Under these cumulative pressures, the fundamental watershed processes that create and provide aquatic habitats and assimilate pollution degrade and unravel. In addition, the impacts of climate change threaten to slow hard fought environmental gains and create new problems. Without clear linkages between land use decisions, watershed planning and projected impacts of climate change, watershed functions continue to erode, leaving costly and often ineffective restoration efforts as the only option to improve watershed functions.

Over the past 10 years, local and tribal governments have been experimenting with techniques to bring together land use and watershed decisions to accommodate growth and protect streams and bays. Dramatic shifts in thinking and innovative watershed-scale solutions are being developed and tested across Puget Sound. Local and tribal governments are combining watershed scale information and land use management tools in decision processes, plans, and policies that allows them to accommodate growth and protect and restore water quality, habitat, hydrologic processes, and the resiliency and buffering capacity of watersheds. However, this is not easy or simple. Local and tribal land managers need the best available information to determine ecological conditions. They also need a variety of tools to direct development in a way that is sensitive to a watershed and its resources.

Framework for Planning at the Watershed Scale: One of the organizing tools that local and tribal governments are using is the Washington Department of Ecology's "Framework for Planning at the Watershed Scale." The framework is a systematic approach to staging complex watershed efforts. The framework identifies the following five key stages of work progression (see Figure 1):

Stage 1: Understand and characterize the watershed and related landscape processes. Identify those areas needing protection and restoration and those already degraded and of low watershed value that may be better suited for development.

Stage 2: Prescribe solutions such as developing incentives, land use plans, and site specific management tools and techniques.

Stage 3: Take action and implement the plans and recommendations.

Stage 4: Monitor the results of the actions taken to see if efforts are achieving the desired results across the watershed.

Stage 5: Feed what has been learned back into each step of the framework for continual improvement.

The framework provides an effective organizing construct for all watershed activities (studies, plans, ordinance development, restoration projects, monitoring efforts, etc.) that, when combined in an iterative process, leads to the lasting environmental outcomes.

Eligible Activities: The framework represents a wide variety of actions necessary

to address growth and achieve results at the watershed scale. Therefore, a broad range of activities are eligible for funding under this RFP including, but not limited to, activities that:

- Enhance, test, and implement watershed protection and restoration plans, land use and transportation plans, basin plans, stormwater controls and land development standards that maintain native vegetation and natural hydrology by protecting and restoring wetland, riparian, upland, and near shore habitats and ecological processes.
- Demonstrate, refine, and implement watershed protection by enhancing local planning processes mandated under the Growth Management Act and the Shoreline Management Act through the development of watershed land use designations, development standards and other regulations or incentive programs within a jurisdiction or aligned across jurisdictions.
- Refine and implement watershed and land use plans based on watershed models predicting hydrologic impacts of alternative future land cover conditions, development scenarios, and resulting aquatic resource conditions.
- Develop, carry out, enforce, and test the effectiveness of local laws and ordinances.
- Develop and test incentive programs to implement watershed programs such as systematic implementation of low impact development in sensitive basins (unless engineering analyses demonstrate that it is infeasible) and shorelines, land acquisition, and transfer of development rights approaches and techniques.
- Increase availability of watershed data and information, such as the valuation of ecosystem services, to local decision-makers who write and implement laws, ordinances, and permits.
- Monitor and measure watershed indicators to report on restoration or protection activities.

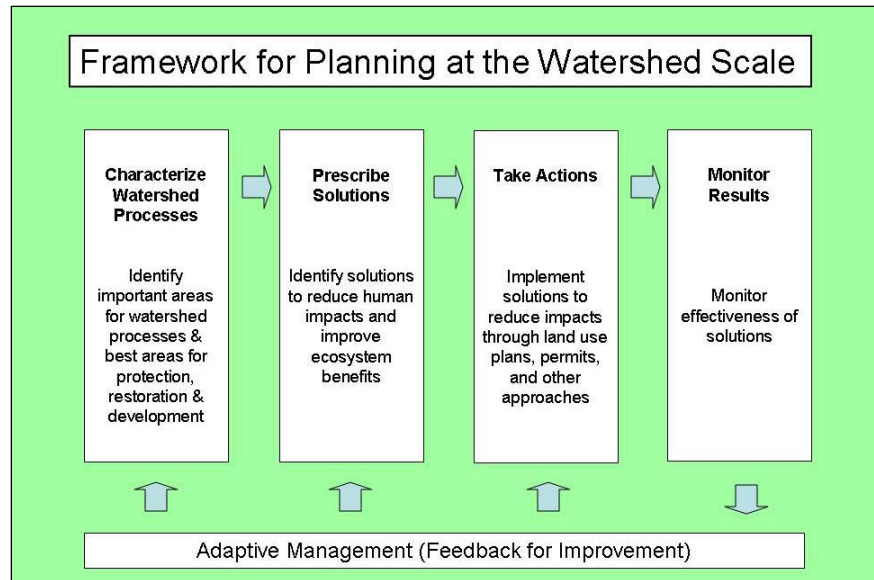


Figure 1: The “Framework for Planning at the Watershed Scale” is a comprehensive, organizing tool for achieving environmental results. Stanley, S., Brown, J., Grigsby, S. (2005). *Protecting Aquatic Ecosystems: A Guide for Puget Sound Planners to Understand Watershed Processes*. Washington Department of Ecology.

- Implement watershed-based, interagency monitoring and public involvement, and education efforts to establish and conduct stream-team type approaches that monitor and assess conditions and trends of water quality and aquatic resources.
- Implement enforcement of environmental regulations across a watershed with specific environmental objectives including public awareness of regulations and technical assistance for compliance, coordinated and predictable permitting, and comprehensive enforcement.
- Develop and implement programs to identify the causes and sources of bacterial water pollution and implement solutions in specific watersheds to meet water quality standards.
- Test effectiveness of programs, ordinances, policies, and incentives through paired watershed studies.
- Implement low impact development (LID) across a watershed and monitor stormwater to document benefits to receiving waters and downstream aquatic resources.
- Develop a local case study to develop market-based trading approaches or assess economic value of natural environmental services or “green infrastructure” in meeting stormwater management objectives.
- Address air quality issues to protect water quality in watersheds.

Activities required under a **National Pollutant Discharge Elimination System (NPDES)** Phase I and Phase II permits are not eligible for funding. However, activities that go beyond permit requirements are eligible for funding and may include (depending on the permit), but are not limited to, activities that:

- Develop and implement performance standards that exceed NPDES permit requirements or stretch outside the geographic boundaries of the permit (across a watershed or among jurisdictions).
- Create incentives to implement LID.
- Apply cost/benefit models to implement LID across a watershed.
- Develop and implement a framework and supporting technical tools that support cost-effective targeting of stormwater management and LID practices across jurisdictions.
- Address water quality and habitat targets by minimizing the cumulative impacts of development using LID techniques in both new development and retrofits.
- Address development below required permit acreage thresholds.
- Implement plans and practices to maintain or reduce impervious cover targets across a watershed – this could be done in the context of establishing a Total Maximum Daily Load (TMDL) to meet water quality standards.
- Assess stream hydromodification impacts and develop control strategies to reduce the extent of effective impervious surfaces using LID for new developments and retrofits.

There are many **new tools and approaches** available including incentives, alternative scenario planning, smart growth, and LID. Applicants are not required to incorporate new tools into proposals. However, we encourage you to use this opportunity to test some of the new tools available or to be innovative in how you combine or apply existing tools. Proposed activities could be considered innovative across the county, Puget Sound, or within your jurisdiction.

In all proposed projects, EPA encourages applicants to factor in the impacts of **climate change**. EPA recognizes that addressing climate change is broad and multifaceted. In the context of this RFP, climate change information would be an additional overlay in evaluating proposed activities and result in actions that mitigate climate change impacts. The actions would lead to more robust protection and restoration and more resilient watersheds and underlying hydrologic functions. Activities eligible under this RFP include:

- Additional wetland and flood plain protections and restoration projects that increase water storage and enhance resiliency of natural systems.
- Increased setbacks from coastal areas.
- Enhanced stormwater management to increase natural retention and groundwater recharge.
- Development of comprehensive plans that facilitates the ability of species, habitats and ecosystems to migrate across the watershed and landscape and adapt to climate change.
- Targeted implementation of low impact development and cluster development to increase green space and reduce transportation needs.
- Protection of natural areas with high functional values.
- Protection and creation of travel corridors for wildlife to allow for movement to suitable habitats.
- Management, reduction, and elimination of other stressors through eradication of invasive species, reducing pollution, and minimizing fragmentation.
- Setting up a structure to practice an adaptive management approach to integrating land use decisions and watershed management by predicting outcomes based on current state of climate change information, acting, and measuring outcomes – treating the process as a testable hypothesis.

Over the past two years, EPA has funded several local governments and tribes to carry out many of the activities listed above. Those successful proposals demonstrated how the proposed actions were part of a logical progression of work in the watershed leading to environmental results. The activities funded span the five stages of the “Framework for Watershed Planning”. You may read past successful proposals or work plans at the following links. <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP>. See **Past Proposals**.

Under this RFP, EPA seeks to fund additional work similar to that described above. A successful proposal should be multifaceted and demonstrate:

1. How the proposed activities address the impacts of growth while achieving watershed protection and restoration goals.
2. How the proposed activities lead to measureable outcomes or fill critical program needs that will lead to environmental results.
3. How the proposed activities relate the proposed activities to the “Framework for Watershed Planning,” providing the context for the activities and the environmental outcomes they will lead to.
4. A range of partners if partnerships are necessary to achieve environmental results.
5. A relevant and effective outreach element.
6. Include information transfer within and outside of your jurisdiction.

Additional Information: Below are links to additional information on efforts to connect land use decisions and watershed protection.

University of Washington Climate Impacts Group website with information on planning at the local level. <http://cses.washington.edu/cig/fpt/planning.shtml>

Protecting Aquatic Ecosystems: A Guide for Puget Sound Planners to Understand Watershed Processes. <http://www.ecy.wa.gov/biblio/0506027.html>

Draft Birch Bay Watershed Characterization Pilot Study.
http://www.co.whatcom.wa.us/pds/shorelines_critical_areas/workproducts.jsp

Evaluation of Economic Incentives for Decentralized Stormwater Runoff Management: Shepherd Creek Watershed Pilot Project, Water Quality Component.
<http://www.epa.gov/federalregister/EPA-RESEARCH/2005/October/Day-26/r21373.htm>
<http://www.epa.gov/ORD/NRMRL/lrpcd/esm/projects/sheperdcreek.htm>

Using Market Forces to Implement Sustainable Stormwater Development.
<http://www.portlandonline.com/bes/index.cfm?c=34598>

EPA SUSTAIN Model: Comprehensive modeling system systemically evaluating the location, type, and cost of wet-weather flow BMPs including Low Impact Development techniques. http://foxriverecosystem.org/PDFs/Materials/SUSTAINPoster_GeneralUse.pdf

Kitsap County's Pollution Identification and Correction (PIC) Program.
http://www.kitsapcountyhealth.com/environmental_health/water_quality/pic.htm

Ecosystem Services Enhanced by Salmon Habitat Conservation in the Green/Duwamish and Central Puget Sound Watershed.
http://eartheconomics.org/resources/publication_documents/WRIA_9_Ecosystem_Service_Analysis.pdf

Chico Creek Watershed – Kitsap County
<http://www.kitsapgov.com/dcd/nr/wa/altfut/chico/Education.pdf> - Watershed Academy Documentation.
<http://www.kitsapgov.com/dcd/nr/wa/altfut/chico/Report.pdf>

Watersheds Defined: The term “watershed” refers to watersheds that can range from a small local watershed, drainage analysis unit or island system to a larger basin, tributary, or estuary system such as an eight digit Hydrologic Unit Code, U.S. Geologic Survey watershed identification system, or a Water Resource Inventory Area, Washington State’s watershed organization system. We include in the definition of watersheds those watersheds that drain directly to shorelines and pocket estuaries. **Successful proposals should match proposed activities to the appropriate watershed scale to ensure activities lead to environmental results.**

Watersheds eligible under this RFP include watersheds in the Puget Sound basin defined as all watersheds draining to U.S. waters of Puget Sound, the Strait of Juan de Fuca, and the southern Strait of Georgia. (See <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> for map.)

Emphasizing Outputs and Outcomes: The priority of the Watershed Management Assistance Program is to support projects that are likely to achieve quantifiable and scientifically defensible results within the project period. Proposed activities must be linked to environmental results and demonstrate how they will contribute to watershed protection. Applicants must include specific statements describing the expected environmental results of the proposed activities in terms of well-defined **outputs** and **outcomes**.

The term "output" means an activity, effort, or associated work product that will be produced within the timeframe of the grant or by a specific date. Output can be on-the-ground environmental improvements or behavioral, health-related, or programmatic. An example of a programmatic "output" could be increasing watershed information to local decision-makers who write and implement laws, ordinances, and permits and create institutional changes.

The term "outcome" means an environmental result, effect or consequence that will occur from carrying out a program or activity. Outcomes may be short-term (i.e., changes in learning, knowledge, attitude, skill), intermediate (i.e., changes in behavior, practice, or decisions), or long-term (i.e., changes in condition of natural resources). Outcomes may not always be measured by environmental or water quality indicators but by institutional indicators such as the adoption and application of laws and regulations or improved management of environmental programs. We encourage you to try to predict the outcomes in terms of an environmental benefit or reduced risk to a watershed as a result of implementing the law, regulation, or program.

Ensuring outputs, outcomes, and environmental benefits may be challenging when proposing institutional indicators. Adoption of ordinance changes or revisions to a comprehensive plan often can not be a guaranteed output because of the unpredictability of public processes. One way to increase the chances of achieving the desired output or outcome is to integrate the education and inclusion of **stakeholders**, **policy makers**, and the **scientific community** into the proposed work. (See Chico Creek Watershed Academy under Additional Information, p.9)

Examples of Outputs and Outcomes: Outputs and outcomes may be challenging to articulate. Below are examples of some of the types of results expected under this RFP:

- Output: Actual, on-the-ground watershed restoration or protection projects put in place.
- Output: Local ordinances passed aimed at protecting water quality and aquatic resources.
- Output: Enhanced community participation and awareness of water quality issues.
- Outcome: Baseline and resulting water quality monitoring data that indicate measurable and scientifically defensible environmental improvement.
- Outcome: Protection or reduction in risk to high quality water, Clean Water Act §303(d) delisting of streams, or increased recreational or subsistence use of water bodies.

Example 1: Using tools such as watershed characterization and modeling, local managers can predict alternative future land cover conditions and their impacts to natural hydrology and water quality. Land use decisions concerning where to develop and how to develop can then be made based in part on predicted impacts to water quality and watershed hydrology. For projects proposing such activities, impervious surface cover and other characteristics of parcel and watershed scale development and protection can be used to quantify both protection and

restoration **outputs**. If future land use decisions are made in an effort to avoid impacts, the **outcome** could be expressed as reduced risk to watershed hydrology or water quality.

Example 2: For a project aimed at protecting water quality or hydrology while accommodating growth, expected **outputs** may be a watershed characterization that evaluates processes and identifies the areas suitable for protection, restoration, and development. The project could implement the recommendations through incentive and education programs for developers, incorporating development and zoning changes, and low impact development ordinances to address issues of clearing, grading and vegetation retention. Expected **outcomes** may be no net increase in effective impervious cover and stabilization or improvement of peak flows and low flows in a specified time period relative to the overall goal of protecting water quality.

Example 3: For a project aimed at protecting a salmon run, expected **outputs** may be an ecosystem services valuation, an outreach effort to educate decision makers, and follow up changes to planning and zoning documents. The expected **outcome** would indicate the anticipated acres of intact flood plain protected, acres of critical wetlands restored, feet of dike removed in a specified time period relative to the overall goal of supporting a healthy salmon run, maintaining water quality standards, delisting a water-body segment listed as impaired under CWA §303(d), or attaining a milestone under a TMDL.

Example 4: A proposal may be focused on protecting marine water quality and shellfish harvest areas. The anticipated **outputs** may be a local program that connects appropriate/innovative technologies and developments patterns (that rely on septic systems) to watershed issues. This may include innovative household scale septic systems addressing nitrogen inputs to estuarine waters or connecting the location and use of septic systems in sensitive areas to land use decisions and water quality issues. Corresponding midterm **outcomes** would include reduced pollutants in surface waters and an upgrade in shellfish harvest.

Additional information regarding environmental results in terms of "outputs" and "outcomes" can be found at: <http://www.epa.gov/ogd/grants/regulations.htm>. Scroll down to [Environmental Results under EPA Assistance Agreements \[EPA Order 5700.7\]](#)

Linking to EPA's Strategic Plan: The Puget Sound Watershed Management Assistance Program implements goals in EPA's 2006-2011 Strategic Plan. The program improves and restores water quality on a watershed basis and facilitates ecosystem-scale protection and restoration under Goal 2 - Clean and Safe Water, Objective 2.2 - Protect Water Quality, Sub-objective 2.2.1 - Protect and Improve Water Quality on a Watershed Basis, and Goal 4 - Healthy Communities and Ecosystems, Objective 4.3 - Ecosystems, Sub-objective 4.3.1 - Protect and Restore Ecosystems, Sub-objective 4.3.8 - Restore and Protect Puget Sound Basin. (<http://www.epa.gov/ocfo/plan/plan.htm>)

To ensure that proposals support EPA's national strategic plan, applicants are required to include a logic model with their proposal. A logic model summarizes the major elements of your proposal, and connects EPA's national plan and your proposed resources, activities, outputs, and outcomes. See Logic Model explanation and examples in Appendix A.

Statutory Authorities: The funding for this competition was appropriated in the Omnibus Appropriations Act of 2009, Public Law No: 111-8: That law states “(t)he Puget Sound restoration funds are provided in conjunction with the Clean Water Act for development and implementation of programs that will improve water quality, air quality, and minimize the adverse impacts of rapid development in the Puget Sound Basin, including activities linked to nonpoint sources or habitat restoration work. Funds shall be awarded competitively.” Funds shall be awarded pursuant to the Clean Water Act, Title III, Section 320, as amended, Public Law 94-117 and Public Law 106-457, 33 U.S.C. 1330 et seq.

II. Award Information

The total amount expected to be awarded under this announcement is approximately \$10 million of Federal Fiscal Year 2009 funds for approximately fifteen cooperative agreements. Awards will range from approximately \$300,000 to \$1,000,000 in federal dollars and have a two to four year project period. **Proposals that request an amount in excess of \$1,000,000 in federal funds will not be considered for funding.** An eligible entity may submit multiple proposals under this RFP so long as each one is for a different project and is separately submitted. There is no limit on the number of proposals an entity can submit.

Partial Funding: In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion of the proposal was evaluated and selected for award and maintains the integrity of the competition and selection process.

Cooperative Agreements: Selected recipients will enter into cooperative agreements with EPA (see Section VII). The cooperative agreements will be awarded under Clean Water Act, Title III, Section 320, as amended, Public Law 94-117 and Public Law 106-457, 33 U.S.C. 1330 et seq.

Cooperative agreements, as opposed to grants, permit substantial involvement between the EPA Project Officer and the applicant in the work supported by the agreement. EPA will negotiate the precise terms and conditions of “substantial involvement” as part of the award process. Federal involvement may include close monitoring of the recipient's performance, collaboration during the performance of the scope of work, in accordance with 40 CFR Part 31.36(g), review of proposed procurements, reviewing qualifications of key personnel, and/or review and comment on the content of printed or electronic publications prepared. EPA does not have the authority to select employees or contractors employed by the recipient. The final decision on the content of reports rests with the recipient.

No Awards: EPA reserves the right to reject all proposals and make no awards under this RFP, award less than the full amount of funds available, or make fewer awards than expected.

Additional Awards: EPA reserves the right to make additional awards under this announcement, consistent with Agency policy and guidance, if additional funding becomes available after the original selections are made. Any additional selections must be made within 6 months of the original selection decisions.

III. Eligibility Information

A. Eligible Applicants

Units of local government, under Washington State law, and federally recognized Indian Tribes located within the greater Puget Sound basin are eligible to apply. Also eligible to apply are special purpose districts, as defined by Washington State law at R.C.W. 36.93.020, including but not limited to, irrigation districts, and water and sewer districts that are located in or govern land and water resources within the greater Puget Sound basin. Conservation districts located in or governing land and water resources within the greater Puget Sound Basin are also eligible to apply for assistance under this program. The greater Puget Sound basin is defined as all watersheds draining to the U.S. waters of Puget Sound, southern Georgia Basin, and the Strait of Juan de Fuca. (See <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> for map)

The following entities are not eligible to submit applications or directly receive financial assistance awards under this announcement: Federal and state agencies, institutions of higher learning, watershed planning units formed under RCW 90.82.40 and RCW 90.82.60, local management boards organized under RCW 90.88.30, salmon recovery lead entities organized pursuant to RCW 77.85.050, regional fisheries enhancement groups organized pursuant to RCW 77.95.060, Marine Resource Committees organized pursuant to RCW 36.125, nonprofit organizations, and nongovernmental entities. Business enterprises and individuals or families are also not eligible applicants.

EPA encourages local and tribal governments to solicit participation from the types of entities listed above as local collaborators. All of the entities are eligible to apply for subawards or subcontracts from a successful award recipient as long as proper procedures are followed.

B. Cost Sharing/Match Requirement

There is a statutory match of 50% of the total project costs (federal funds + non federal funds = total project costs) for implementation project grants under CWA §320(g)(3)(ii). In addition, CWA Section 320 allows for an aggregate match across a National Estuary Program Management Conference. For awards made under this RFP, the Puget Sound Management Conference, represented by the Puget Sound Partnership, has agreed to provide 67% of the 50% required non federal match for successful project proposals for the 2010-2011 biennium under a cooperative agreement with EPA. Accordingly, in order to meet the match requirement under this RFP, all recipients will be required to provide a match amount that is equal to 33% of the 50% required non federal match. Thus, for each proposal funded under this RFP, the required 50% non federal match will be met. The match may be cash or in-kind consistent with the regulation governing match requirements (40 C.F.R. §31.24 or 40 C.F.R. §30.23, as applicable). The example below illustrates how this will work.

Example: If you are requesting \$1,000,000 in federal funds, you will provide a match of \$330,000. To determine the match, please use the following formula:

Federal amount requested x .33 = Amount of match required in the proposal.

Example: \$1,000,000 x .33 = \$330,000 in match.

Applicants must demonstrate how they will meet the 33% match in their proposals.

The remaining 67% or \$670,000 will be provided by the Puget Sound Partnership in the form of generally related, in-kind, state program investments, not as cash funds to your project. Contact Dan Steinborn at Steinborn.Daniel@epa.gov for more information.

Forms of Match: The match requirement may be met in the form of cash or in-kind contributions. In-kind contributions include volunteer or donated time, equipment, expertise, salaries, other verifiable costs, etc., are subject to the regulations governing matching fund requirements at 40 CFR 31.24 or 40 CFR 30.23, as applicable. The match must be for allowable project costs. Matching funds are considered grant funds and are included in the total award amount and should be used for the reasonable and necessary expenses of carrying out the work plan. All grant funds are subject to federal audit. Any restrictions on the use of grant funds (examples of restrictions are outlined in Sections I. and III.D. of this announcement) also apply to the use of matching funds. Other federal grants may not be used as match without specific statutory authority.

C. Threshold Eligibility Criteria

Below are requirements, which if not met by the time of proposal submission, will result in elimination of your proposal from consideration for funding. Only proposals that meet all of these criteria will be evaluated against the ranking factors in Section V.A. Applicants whose proposals are deemed ineligible as a result of the threshold review will be notified within 15 calendar days of the ineligibility determination.

1. **Eligible Applicant:** Applicants must meet the eligibility requirements as described in Section III. A. Eligible Applicants.
2. **Maximum Request:** Proposals requesting over \$1,000,000 in federal funds will not be evaluated.
3. **Match:** Applicants must demonstrate in their proposal how they will provide the required 33% match as described in Section III. B. Cost Sharing/Match Requirement.
4. **Submission Form and Content:** Proposals must substantially comply with the proposal submission instructions and requirements in Section IV or they will be rejected. Refer to Section IV. B and C for additional information on acceptable form and content of the submission. In addition, see Section IV. C for details on the 12 page limit for proposals. Pages in excess of the page limitation will not be reviewed.
5. **Deadline:** Proposals must be received by the EPA on or before the published submission deadline stated in Section IV. D. Applicants are responsible for ensuring that their proposal reaches the designated person/office specified in Section IV of the announcement by the submission deadline. Proposals received after the submission deadline will be considered late and returned to the sender without further consideration

unless the applicant can clearly demonstrate that it was late due to EPA mishandling. Receipt by an agency mailroom is not sufficient. Applicants should confirm receipt of their proposal with Dan Steinborn at Steinborn.Daniel@epa.gov as soon as possible after the submission deadline. Failure to confirm may result in your proposal not being reviewed.

6. **International Proposals:** Projects with international work plan elements must directly and primarily benefit U.S. waters.
7. **Funding Prohibition.** Applicants must indicate in their proposal that they are not an affiliate, subsidiary, or an allied organization of the Association of Community Organizations for Reform Now (ACORN). ACORN and those entities are currently prohibited from receiving federal funds. The prohibition on funds to ACORN and its affiliates, subsidiaries, or allied organizations also applies to subawards, subgrants and contracts awarded by grantees. Applicants must consider this when preparing proposals.

D. Funding Restrictions

Clean Water Act (CWA) Requirements: There are multiple CWA Programs that must work together for local communities to protect and restore watersheds. For stormwater related proposals, the National Pollutant Discharge Elimination System (NPDES) program establishes requirements and the Watershed Management Assistance Program can provide funding that, integrated together, can be very effective catalysts for action. However, activities regulated under the CWA are not eligible for funding under this solicitation. Required activities under NPDES Phase I and II stormwater permits will not be funded.

To ensure activities proposed for funding are not required in a permit, applicants proposing stormwater-related activities in Municipal Separate Storm Sewer System (MS4) areas should include a statement documenting that the work proposed for funding is not required under a stormwater discharge permit.

All uses of these funds must be consistent with the goals and objectives of the 2020 Puget Sound Action Agenda.

IV. Application and Submission Information

A. Requesting an Application Package

Grant application forms, including Standard Form (SF) 424 and SF 424A, are available at <http://www.epa.gov/ogd/AppKit/application.htm> or by submitting an e-mail request to Daniel Steinborn at Steinborn.Daniel@epa.gov.

B. Form of Application Submission

Applicants must submit proposal packages using one of the two methods outlined below. You must include the information in Section IV.C regardless of the method you choose. Faxed submissions will not be accepted.

1. Electronic Submission: Electronic submissions must be e-mailed to **pugetsound_proposals@epa.gov** and be received by the **4:00 pm PST, Tuesday, January 26, 2010** deadline stated in Section IV.D of this announcement. All required documents listed in Section IV. D must be attached to the e-mail as separate Adobe PDF files.

Please Note: If you choose to submit your materials via e-mail, you are accepting all risks associated with e-mail submission including server delays and transmission difficulties. E-mail submissions exceeding 15 megabytes (MB) will experience transmission delays as they are automatically treated as low priority and will not be delivered until after 6:30 P.M. PST. E-mail submissions larger than approximately 60 MB are automatically rejected by the EPA mail server. If your application approaches this size, you should divide it between two e-mail messages to the address specified above or send it by hard copy. For these size submissions, submit them by e-mail at least two days before the due date to account for server delays at both the sender's mail server and the EPA mail server. Applicants submitting their application materials through e-mail should confirm receipt of the materials with Daniel Steinborn at Steinborn.Daniel@epa.gov as soon as possible after submission.

Hard Copy: Two copies of the complete proposal package, described in Section IV.C, may be submitted using standard mail courier, express delivery service, or hand delivered. Packages must be received by Dan Steinborn by **4:00 pm PST, Tuesday, January 26, 2010**. If hand delivering, please deliver to the 12th floor EPA Public Environmental Resource Center by 4:00 p.m. Please mark packages:

ATTN: Daniel Steinborn, Puget Sound WMA Program.
U.S. EPA Region 10
1200 Sixth Avenue, Suite 900 (ETPA-086)
Seattle, Washington 98101

C. Content of Proposal Package Submission

Proposals, including cover page and project narrative (Items 1 and 2 below), must not exceed 12 single sided or 6 double-sided pages, and should use no less than 12-point font. Pages in excess of the page limit will not be reviewed. All proposal materials including the cover page, project narrative, tables, timeline, charts, graphs, and pictures must be included within the page limit.

In addition to the proposal, please submit the following documents (Items 3-6 described below) that are not subject to the 12 page limit:

- Maps.
- Signed SF 424.
- Detailed budget and SF 424A.
- A logic model.

Please remember: Appendices will not be reviewed. You are responsible for the contents of your proposals.

1. **Cover Page.** The cover page should include:
 - a. **Project Title**
 - b. **Watershed Name:** Identify the watershed boundary and size.
 - c. **Applicant information:** Name, affiliation, address, telephone, and e-mail of the contact person.
 - d. **Total federal funds requested**
 - e. **Total non-federal match**
 - f. **Abstract:** Provide a summary, no longer than 150 words. Describe the need, proposed work, and anticipated outputs and outcomes.
 - g. **Restriction on Association with ACORN:** Indicate that you are not an affiliate, subsidiary, or an allied organization of Association of Community Organizations for Reform Now (ACORN).
2. **Project Narrative.** Applicants should ensure that the narrative addresses all of the evaluation factors in Section V.A. The narrative should include the following sections:

Description of the Watershed: Describe the significance of the watershed, including high value, critical, or significant natural resources such as wetlands, functioning riparian areas, intact watershed processes, fish and shellfish resources, high quality waters, etc. Include a description of important physical, chemical, biological, ecological, socioeconomic, and cultural characteristics, including rural, urban, and environmental justice areas and land cover.

Description of the Threats or Emerging Problems: Describe the significant threats or emerging problems facing the watershed including development pressures and demographics of the impacts. Include an assessment of the natural resource and environmental conditions and evidence of problem sources (existing or impending

problems) along with the prioritization of the threats and impairments facing the watershed. The prioritization should focus on threats and impairments that will be addressed by the proposal. Discuss existing watershed plans and efforts to address the problems and threats.

Project Need: Describe the significance of the project, why it is a priority, and the relevance to the overall watershed. Describe the relevance to the Puget Sound Action Agenda (see <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> - **Action Agenda Strategies**) or the EPA Puget Sound goals stated in Section I and other priorities including local, tribal, state, and federal environmental priorities. Describe how the proposed effort is an ecologically interconnected effort or is part of a larger interconnected effort to protect or improve the water quality, hydrology and natural resources including fish and shellfish, wetlands and flood plains.

Project Plan: Describe how the project addresses the impacts of growth while achieving watershed protection and restoration. Describe how the project fits into the Framework for Watershed Planning (see Section I), the stages that have led to the activities, or the stages that will build off of the activities to gain environmental results. Explain how the activities fit together to benefit the watershed as a whole and are ready for implementation (i.e., feasible). Describe what makes it innovative across the county, within Puget Sound or within your jurisdiction. If the proposal is a market-based trading project, describe the drivers, buyers, and sellers, and the scheme already in place so that trading can begin. If you are proposing an “on-the-ground” project, provide evidence that sufficient planning and assessment has been completed to ensure that the project will achieve scientifically defensible and sustainable environmental results. Proposals should match proposed activities to the appropriate watershed scale to ensure activities lead to environmental results. The project plan should describe the activities that will be done using the requested federal funding and the 33 % non-federal matching funds.

Project Components: Under each work plan component, describe in detail the tasks or activities. Include milestones and timelines for accomplishing tasks or activities.

Partnering: Describe who your partners will be and their roles in the proposed project.

Anticipated Outputs and Outcomes: Include specific statements describing the anticipated environmental results of the proposed project in terms of outputs and outcomes (see Section I). The information should be summarized in the form of a logic model (see Item 7 below).

Monitoring and Measuring: Describe the biological, physical, and chemical monitoring and assessment that will be conducted consistent with the project components. Identify appropriate environmental indicators to be monitored. Describe the methods for evaluating environmental improvements, considering such factors as baseline, natural variability, and targets and contingencies if you are using adaptive management. Also describe the methodology and approach (i.e., sampling, survey models) that will be used to measure progress toward achieving the expected project outputs and outcomes.

Monitoring does not need to be paid for under the cooperative agreements funded under this RFP; however, existing monitoring should be discussed in the proposal and should be sufficient to document proposal outcomes.

Outreach and Information Transfer: Describe the outreach you will conduct. Discuss how you will engage policy makers, elected officials, the public, knowledgeable scientists, and other stakeholders in making the project successful. Discuss the strategy for disseminating results and lessons learned (information transfer), among watershed organizations, governmental agencies, and others with similar environmental challenges outside the watershed and within or outside your jurisdiction.

Programmatic Capability and Past Performance: Submit a list of no more than five federally funded and/or non-federally funded assistance agreements (an assistance agreement is a grant or cooperative agreements but not a contract) or self-financed projects similar in size, scope, and relevance to the proposed project that your organization performed within the last three years and describe:

- a. Whether and how you were able to successfully complete and manage the agreements.
- b. Your history of meeting the reporting requirements under the agreements including whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes under the agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements.

In evaluating applicants under these two factors in Section V, EPA will consider the information you provide and may also consider relevant information from other sources, including information from EPA files and from current/prior grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the proposal and you will receive a neutral score for these factors (a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of zero for these factors.

In addition, provide the following information:

- a. Your organizational experience and plan for timely and successfully achieving the objectives of the proposed project.
 - b. Your staff expertise, qualifications, or knowledge, and the resources or the ability to obtain them, to successfully achieve the goals of the project.
3. **Map(s):** A watershed map and the proposed work areas must accompany the proposal.
 4. **Complete and Signed SF 424.**

5. **Detailed Budget and SF 424A:** In the detailed budget, provide a detailed breakdown and explanation of costs by the budget categories in the SF 424A. Description of costs should correspond to amounts presented in the SF 424A. When formulating budgets, see Section IV. F for more information on restrictions on management fees and similar charges. See Section VII. D for information on including costs for annual grantee conferences. A sample format for Detailed Budget is available at: <http://yosemite.epa.gov/r10/omp.nsf/webpage/Region+10+Grants:+Work+Plans+and+Budgets>.
6. **Logic Model:** Activities, outputs, and outcomes should be summarized in the form of a logic model. Please see Appendix A for more information and logic model examples.

D. Submission Dates and Times

Proposals must be received by **Tuesday, January 26, 2010, 4:00 p.m. PST**. Proposals not received by this date and time will not be considered for funding. See Section IV. B for additional submission information.

E. Pre-proposal/Application Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. You are responsible for the contents of your proposals. However, we will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. You may find additional information in our "Frequently Asked Questions" document at <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP>.

F. Management Fees

When formulating budgets for proposals, you must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicant's cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project proposed, except to the extent authorized as a direct cost of carrying out the scope of work.

G. Partnerships, Contractors and Subawards

Subgrants/subawards or contracts to third parties may be awarded under cooperative agreements from this solicitation as long as proper procedures are followed. Proposals containing a subaward project or process (also called mini-grants) are also eligible for funding consideration. Below are two questions and answers on subawards and contracts to further explain the differences, limitations, and relevant guidelines:

1. Can funding be used for the applicant to make subawards, acquire contract services, or fund partnerships?

EPA awards funds to one eligible applicant as the recipient even if other eligible applicants are named as partners or co-applicants or members of a coalition or consortium. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships, provided the recipient complies with applicable requirements for subawards or subgrants in 40 CFR Parts 30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their proposal. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the proposal EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of Office of Management and Budget (OMB) Circular A-133, and the definitions of subaward at 40 CFR Part 30.2(ff) or subgrant at 40 CFR Part 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

2. How will an applicant's proposed subawardees/subgrantees and contractors be considered during the evaluation process described in Section V of the announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of:

- An applicant's named subawardees/subgrantees identified in the proposal if the applicant demonstrates in the proposal/application that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.
- An applicant's named contractor(s), including consultants, identified in the proposal if the applicant demonstrates in its proposal that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal evaluation process unless the applicant complies with these requirements.

H. Confidential Business Information

In accordance with 40 CFR Part 2.203, applicants may claim all or a portion of their proposal package as confidential business information. EPA will evaluate confidential claims in accordance with 40 CFR Part 2. Applicants must clearly mark proposals or portions that they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR Part 2.204 (c)(2) prior to disclosure.

Note: Under Public Law No. 105-277, data produced under an award is subject to the Freedom of Information Act. However, competitive proposals are considered confidential and protected from disclosure prior to the completion of the competitive selection process.

V. Application Review Information

A. Evaluation Criteria

All proposals determined eligible based on the Section III threshold eligibility review will be evaluated on the following criteria and weights below. Points will be awarded based on how well each evaluation criterion and sub-criterion is addressed. Weight is based on a 100 point scale.

20 points	<p>1. Environmental Significance. Proposals will be evaluated based on the extent and quality to which they demonstrate:</p> <p>(a) Significance of Watershed. Clear identification of the targeted watershed(s), the significance or value of the watershed and resources in the watershed including high quality water, low levels of impervious surfaces, functioning hydrology, productive natural resources such as fish or shellfish. (5 points)</p> <p>(b) Significance of Threats and Emerging Problems: The threat of problems or emerging problems associated with development pressure including: potential increase in impervious surfaces in the watershed, potential loss of native vegetation, flood plain volume, water quality, hydrologic integrity, or intact watershed processes and resources. (5 points)</p> <p>(c) Relevance of Proposal to Priorities. How they will avoid or solve environmental problems associated with growth in that watershed and reflects local, tribal, state, and federal environmental priorities and goals including Puget Sound Action Agenda strategies. (5 points)</p> <p>(d) Interrelated Projects. How the proposal is an ecologically interconnected effort or is part of a larger interconnected effort to protect or improve the water quality, hydrology and natural resources including fish and shellfish, wetlands and flood plains. (5 points)</p>
25 points	<p>2. Project Design. Proposals will be evaluated based on the extent and quality to which the described project(s) is part of a multifaceted program and reflects a watershed-based approach to protection and restoration. Reviewers will evaluate whether the approach is technically/scientifically sound, innovative and if the methods are appropriate. Reviewers will focus on the quality and extent to which:</p> <p>(a) Integration with Land Use Decisions. The proposal addresses watershed protection and restoration by addressing <i>where development will occur, to what extent development will occur, or what practices will be used in developing the land.</i> (7 points)</p>

	<p>(b) Multi-faceted Program. The proposal encompasses, or is part, of a comprehensive watershed program; describes the context of the proposal and other work in terms of the Framework for Watershed Planning; and reflects a watershed-based approach to protection or restoration. (6 points)</p> <p>(c) Technical Merit and Feasibility. The applicant demonstrates an understanding of priority water resource needs or problems within the watershed, has substantially completed the assessment and planning phase, and is prepared to begin work or the proposed assessment is part of an integrated effort to show environmental results. Reviewers will look at level of project development such as the readiness to proceed, technical merit, and expected environmental improvements. (6 points)</p> <p>(d) Innovation. The proposal describes unique, creative or novel approaches to environmental protection or restoration across the county, within Puget Sound <u>or</u> within your jurisdiction. Emphasis will be placed on how well the proposal demonstrates strategic approach to problem-solving including, but not limited to, the application of best available science, water quality trading, transfer of development rights, incentives for low impact development, use of ecosystem valuation to influence development and infrastructure investments, and expanding program results under growth management laws or shoreline management laws beyond state requirements. (6 points)</p>
10 points	<p>3. Partners. Proposals will be evaluated based on how well they demonstrate and substantiate strong collaborative partnerships and document effective working relationships among state, tribal, local entities, knowledgeable scientists, and broad-based community involvement and on the extent to which the applicant can show a wide variety of public, private, and non-profit participation and the level to which the applicant can demonstrate strong and diverse stakeholder stewardship and support. (10 points)</p>
10 points	<p>4. Financial Integrity. Proposals will be evaluated based on the adequacy of the budget information and whether it is reasonable and clearly presented and provides a good return on the investment. (10 points)</p>
15 points	<p>5. Anticipated Outputs and Outcomes. Proposals will be evaluated based on the extent to which they clearly articulates a set of performance and progress measures and identified and measurable indicators as identified in Section I.</p> <p>(a) Outputs and Outcomes. The extent to which the proposed tasks and milestones relate to the expected outputs and outcomes and the outputs and outcomes address priority watershed issues or problems. (8 points)</p> <p>(b) Measuring and Monitoring. The extent to which the proposal demonstrates a sound plan and approach for measuring progress toward achieving the expected outputs and outcomes. (7 points)</p>

5 points	<p>6. Outreach and Information Transfer. Proposals will be evaluated based on the design and breadth of the outreach and the extent to which it demonstrates a clear strategy for transferring the knowledge and experience garnered to other watersheds (within or outside your jurisdiction) with similar environmental challenges. (5 points)</p>
15 points	<p>7. Past Performance and Programmatic Capability. Applicants will be evaluated based on their demonstrated ability to successfully complete and manage the proposed project taking into account the following factors:</p> <ul style="list-style-type: none"> (a) Their past performance in successfully completing and managing assistance agreements based on the past performance information provided in response to Section IV.C. (3 points) (b) Their history of meeting the reporting requirements under past agreements (as described in Section IV.C) including whether they submitted acceptable final technical reports and the extent to which they adequately and timely reported on their progress towards achieving the expected outputs and outcomes under past agreements and if progress was not being made whether they adequately reported why not. (4 points) (c) Their organizational experience and plan for timely and successfully achieving the objectives of the proposed project. (4 points) (d) Their staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. (4 points) <p>Note: In evaluating applicants under items 7(a) and 7(b), the Agency will consider information provided by the applicant and may consider information from other sources including agency files and prior/current grantors to verify or supplement the information supplied. If you do not have relevant past performance or reporting information, please indicate this in the proposal and you will receive a neutral. A neutral score is half of the points available. If you do not respond to these items, you may receive a score of zero.</p>

B. Review and Selection Process

Eligible proposals will be evaluated by a review committee which will score and rank proposals using the evaluation criteria above. The Committee will consist of EPA staff and may include representatives from other agencies. Final selections will be made by the Selection Officials (Directors of the U.S. EPA Region 10 Office of Water and Watersheds and the Office of Ecosystems, Tribal and Public Affairs) based on the rankings and recommendations of the review panel. In making the final funding decisions, the Selection Officials may also consider Puget Sound national goals and priorities, geographic diversity, and the balance of funds.

VI. Award Administration Information

A. Award Notices

EPA expects to announce selections by March 19, 2010. A list of successful proposals will be posted on EPA Region 10's website at <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> at the end of the competition. All applicants, including those who are not selected for funding, will be notified by mail.

B. Instructions for Final Application Submission

Applicants preliminarily selected for award will be invited to submit a complete application to EPA (see 40 CFR Part 30.12 and Part 31.10). EPA will provide the required forms and instructions for preparing and submitting a complete application. EPA reserves the right to negotiate and adjust the grant amount and work plan content (as long as any adjustments are within scope and are not material changes) before award consistent with Agency policy, including the Assistance Agreement Competition Policy, EPA Order 5700.5A1. In addition, successful applicants will be required to certify that they have not been debarred or suspended from participation in federal assistance awards in accordance with 40 CFR Part 32.

C. Administrative and National Policy Requirements

The general award and administration process for Puget Sound Watershed Management Assistance Grants is governed by regulations at 40 CFR Part 31 "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments". These regulations also apply to Indian Tribal Governments.

D. DUNS Number

All applicants must provide a number from the Dun and Bradstreet Data Universal Numbering System (DUNS) when applying for federal assistance agreements. Organizations can receive a DUNS number in one day at no cost by calling the dedicated toll-free request line at 1-866-705-5711 or by visiting the web site at <http://www.dnb.com/us/>.

E. Reporting

Project monitoring and reporting requirements can be found in 40 CFR Part 30.50-30.52, 40 CFR Part 31.40-31.41. In general, recipients are responsible for managing the day-to-day operations and activities to assure compliance with applicable federal requirements and to ensure that milestones and performance goals are achieved. Performance reports and financial reports

must be submitted semiannually and are due 30 days after the reporting period. The format for the reports will be identified during the grant application process and includes reporting on performance measures such as goals, outputs, and outcomes. A final report is due 90 days after the cooperative agreement expires.

F. Dispute Resolution Process

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 Federal Register 3629, 3630 (January 26, 2005), which can be found at: <http://www.epa.gov/ogd/competition/resolution.htm>. Copies of these procedures may also be requested from Daniel Steinborn at Steinborn.Daniel@epa.gov.

G. Restrictions on Use of Grant Funds

Fund-Raising and Lobbying: EPA policy and Office of Management and Budget (OMB) circular state that any recipient of funding must agree not to use assistance funds for fund-raising, or political activities such as lobbying members of Congress or lobbying for other federal grants, cooperative agreements, or contracts. EPA grant funds may be used only for the purposes set forth in the grant agreement and must be consistent with the statutory authority for the award.

Matching Funds: Grant funds may not be used for matching funds for other federal grants, or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the federal government or any other government entity.

H. Allowable Costs

All costs incurred under this program must be allowable under the applicable Code of Federal Regulations: 2 CFR Part 225 (formerly OMB Cost Circular A-87) for State and Local and Indian Tribal Governments. (See <http://www.whitehouse.gov/omb/circulars/>)

VII. Agency Contact

For additional information, please contact:

Daniel Steinborn Telephone:
US EPA Region 10
1200 6th Ave. Suite 900 (ETPA 086)
Seattle, Washington 98101

206-553-2728
Email: Steinborn.Daniel@epa.gov

VIII. Other Information

A. Quality Assurance and Quality Control

All projects collecting environmental data will require a Quality Assurance Project Plan (QAPP). Certain quality assurance and/or quality control (QA/QC) and peer review requirements are applicable to the collection of environmental data. Environmental data are any measurements or information that describe environmental processes, location, or condition, ecological or health effects and consequences, or the performance of environmental technology. Environmental data also include information collected directly from measurements, produced from models, and obtained from other sources such as data bases or published literature. Regulations pertaining to QA/QC requirements can be found in 40 CFR Parts 30.54 and 31.45. Additional guidance can be found at http://www.epa.gov/quality/qa_docs.html#noeparqt.

Applicants should allow sufficient time and resources for development and approval of a QAPP in their proposed projects. If your organization does not have a Quality Management System in place, one must be developed. For successful proposals, a project specific QAPP must be submitted and approved by EPA. Allow one month for approval in your timeline.

B. Allowance for Collection of Geospatial Information

Grants awarded under this announcement may involve the collection of Geospatial Information. Geospatial data generally means information that identifies, depicts, or describes the geographic locations, boundaries, or characteristics of inhabitants and natural or constructed features on the Earth. This includes such information derived from, among other sources, socio demographic analysis, economic analysis, land information records and land use information processing, statistical analysis, survey and observational methodologies, environmental analysis, critical infrastructure protection, satellites, remote sensing, airborne imagery collection, mapping, engineering, construction, global positioning systems, and surveying technologies and activities. It also includes individual point or site specific data that are referenced to a location on the earth and digital aerial imagery of the earth.

This information may be derived from, among other things, Geographic Information Systems (GIS), Global Positioning Systems (GPS), remote sensing, mapping, charting, and surveying technologies, or statistical data. For purposes of EPA grants, this refers to geographically based information or data or the tools, applications or hardware that allow one to collect, manage, analyze, store, or distribute data in a geographic manner.

C. Data Access and Information Release

The OMB Circular A-110 has been revised to provide public access to research data through the Freedom of Information Act (FOIA) under some circumstances. Data that are (1) first produced in a project that is supported in whole or in part with Federal funds and (2) cited publicly and officially by a Federal agency in support of an action that has the force and effect of law (i.e., a

regulation) may be accessed through FOIA. If such data are requested by the public, the EPA must ask for it, and the grantee must submit it, in accordance with A-110 and EPA regulations 40 CFR Part 30.36.

D. Assistance Agreement Terms and Conditions

Annual Grantee Conference: The grantee must attend two or more annual Watersheds Grantee Conferences in Seattle, WA to be determined in consultation with the EPA Project Officer. The purpose of these conferences is to provide watershed organizations with training and support to better restore, protect, and manage their watersheds; provide help and assistance regarding Agency grants management requirements; and provide grant recipients with opportunities to share successful approaches with each other. You will be allowed to use award funds to pay for travel and lodging. Please include in your proposed budget.

Information Technology: Recipients are required to institute standardized reporting requirements into their work plans and can include such costs in their budgets. All environmental data must be entered into the Agency's Storage and Retrieval data system (STORET). STORET is a repository for water quality, biological, and other physical data used by state environmental agencies, EPA and other federal agencies, universities, private citizens, and many other organizations. EPA will provide information regarding training to input data. More information about STORET can be found at <http://www.epa.gov/STORET> or contact Dan Steinborn at Steinborn.Daniel@epa.gov.

E. Exchange Network

EPA, states, territories, and tribes are working together to develop the National Environmental Information Exchange Network, a secure, Internet- and standards-based way to support electronic data reporting, sharing, and integration of both regulatory and non-regulatory environmental data. States, tribes and territories exchanging data with each other or with EPA, should make the Exchange Network and the Agency's connection to it, the Central Data Exchange (CDX), the standard way they exchange data and should phase out any legacy methods they have been using. More information on the Exchange Network is available at <http://www.exchangenetwork.net> or contact Dan Steinborn at Steinborn.Daniel@epa.gov.

Appendix A - Measuring Environmental Results: Logic Models, Outputs, and Outcomes

Beginning in early 2005, EPA has required that all grant recipients document outputs and "to the extent practicable" outcomes. Outputs and outcomes differ both in their nature, and in how they are measured.

OUTPUTS:

Outputs are the activities or deliverables that are to be accomplished as a result of a grant. Outputs are generally described as deliverables or milestones in a work plan or timeline. EPA project officers track the completion of outputs to monitor the progress of a grant. Outputs include things like number of workshops held, number of volunteers trained, field work completed, study completed, watershed management plan completed, etc.

OUTCOMES:

Outcomes are the measurable impacts or results of the work of the grant. While outputs are accomplished during the life of the grant, outcomes generally occur after the completion of the grant. It is useful to categorize outcomes as short, medium, and long-term. Measuring environmental outcomes can be challenging, especially for small grants.

Medium and long-term outcomes can be costly, especially if monitoring, sampling and analysis are involved. In addition, it can take many years for the long-term impact of a grant to have a measurable effect on the environment. For small grants, we tend to focus on short and medium-term outcomes, but we want to see the grant in the context of long term goals and objectives.

- *Short-term outcomes* may include things like: increased knowledge, active stewardship program.
- *Medium-term outcomes* might include: documented widespread adoption of best management practices, documented reduction of pesticide use (3 of pounds of pesticides per acre no longer being used on 2000 acres).
- *Long-term outcomes* might include: documented reduction of nutrients in lake, documented reduction in # of children with asthma, documented improvement of indoor air quality, meeting water quality standards.

LOGIC MODELS:

Logic models, also referred to as results chains, are intended to help identify the range and sequence of actions necessary to attain a particular project result or outcome. They help line up and organize actions to achieve results. This is particularly relevant today as projects and implementation programs become more complex and multi-faceted and yet need to be communicated to and understood by many people. Logic models also help both project implementers and evaluators to view the whole system of actions and eventually to assess if the system is working as expected, or if not, why not. In these ways logic tracks and result chains can help design, communicate, evaluate, track and adapt our work programs.

Logic models and results chains are tools to be used to build better projects and programs. Accordingly, logic models come in many forms and shapes, from simple storylines that link various actions into strategies and work programs to more complex system diagrams. For a straight forward implementation project, perhaps the logic model is as simple as clearly documenting the history and basis for a particular project in a particular place to achieve a particular result. For a project with many tasks, work processes, timelines and partners, a more detailed approach may be more helpful.

As an example, a logic model for a research project would ask the following types of questions:

We need to conduct this research
so that
Scientists and the public understand why the fish are dying
so that
Decision makers can institute protective land use policies
so that
Residents can modify detrimental behaviors
so that
Conditions in the stream improve
so that
Salmon mortality is reduced in urban streams
so that
Beneficial uses are achieved.

Two brief examples of logic models are provided below. Other examples from successful watershed protection proposals can be found on our web page at the following link: <http://yosemite.epa.gov/r10/water.nsf/Office+of+Water/WEI09RFP> See **Past Proposals**. The **Squaxin Island Tribe** logic model represents an excellent example of how to identifying quantitative outputs and outcomes.

Logic Model Example 1

Proposal:

Link to EPA Strategic Plan	Resources/Input	Activities (and targets, if any)	Stated Outputs (with targets)	Anticipated Outcomes (with targets)	Baseline
<p>Goal 2=Clean and Safe Water Objective 2.1: Protect Human Health Subobjective 2.1.1= Water Safe to Drink Objective 2.2= Protect Water Quality Subobjective 2.2.1= Improve Water Quality on a Watershed Basis 2.2.2= Improve Coastal and Ocean Waters</p> <p>Goal 4=Healthy Communities and Ecosystems Objective 4.3= Ecosystems. Protect, Sustain, and Restore the Health of Natural Habitats and Ecosystems Sub-objective 4.3.1=Protect and Restore Ecosystems Sub-objective 4.3.2=Increase Wetlands</p>	<p>Describe the resources ... funding amounts from EPA and match, in-house and/or contractor expertise, property, etc.</p> <p>← delete sub-objectives that are not relevant</p>	<p>Describe actions, not results... e.g. conducting NEPA review, developing plans for... getting public input... purchasing equipment... constructing developing ordinance... watershed characterization</p>	<p>Describe actual products, reports, meetings, plans, for each activity. Include numbers and dates expected if known. These should be accomplishments <u>during</u> the grant period.</p>	<p>Examples: Broader results that <u>continue or occur after</u> the end of the grant project period. Include numbers and dates expected if known Short Term: (1) volume of cleaner water discharged or supplied for X number of people (2) Increased infiltration, (3) Increased public support or scientific understanding of watershed. Interim: (1) Reduction of pollutant loadings. (2) Environmental awareness within community. (3) Protection of X acres of wetland. (4) Reduction of risk to watershed Long term: restoration and maintenance of the chemical, physical, and biological integrity of ... or improved health of population.... Supportive of strategic subobjectives in column 1</p>	<p>Data on current conditions discharge volumes, quality, high quality waters in need of protection, impervious cover against which to measure change due to funded activity.</p>

Logic Model Example 2

INPUTS	OUTPUTS		OUTCOMES		
<p><i>EPA funds \$148768</i></p> <p><i>Logan County Planning Division Manager time in project management \$1748</i></p> <p><i>(other stated inputs)</i></p>	<p>ACTIVITIES</p>	<p>PARTICIPANTS</p>	<p>SHORT TERM</p>	<p>MEDIUM TERM</p>	<p>LONG TERM</p>
	<p><i>Conduct an ecosystem valuation of a small watershed in Logan County to determine cost-benefit of protecting natural systems over engineered stormwater structures.</i></p>	<p><i>Logan County staff and University staff conduct valuation.</i></p>	<p><i>Ecosystem Valuation</i></p> <p><i>Develop land use designations and development standards and incentive programs</i></p>	<ul style="list-style-type: none"> • <i>Increase in acreage protected from development.</i> • <i>No net increase in effective impervious cover.</i> • <i>Reduced risk of increased flooding in down stream flood plain.</i> 	<p><i>Preservation of the naturally functioning ecosystem/ watershed processes so that all species dependant on all the functions of that ecosystem are maintained in plentiful supply on the watershed.</i></p>
	<p><i>Develop land use designations and development standards and incentive programs to implement recommendations of valuation.</i></p>	<p><i>Logan County staff, with assistance from outside contract and local citizen committee, develops land use designations and development standards and incentive programs.</i></p>	<p>OUTCOME MEASURES</p>		
			<p>Final report with recommendations for implementation</p> <p>Specific land use designations in sub area plan</p> <p>Incentive program</p>	<p># of wetland acres protected</p> <p># of functioning riparian miles protected</p> <p>Peak flow hydrology maintained or reduced with increase development</p>	<p>Watershed hydrology maintained. Less need for new restoration projects.</p> <p>Species maintenance or recovery.</p>