

Comments for FY2017 319 Nonpoint Source Preliminary Project Proposal

Sponsor: SWCDM

Project Title: FY2017 Education and Outreach Mini-Grants

319 Request: \$30,000

DEQ Project Manager: Katie Steele (406)-444-0549 ksteele2@mt.gov

- Contact your DEQ Project Manager (noted above) for assistance in addressing DEQ comments and preparing your Final Application.
- 319 funding is very competitive this year. If you have projects within your proposal that could be funded separately, consider using the box on the last page of the Final Application form to indicate your preference for prioritization in the event that DEQ offers partial funding.
- Prior to filling out the Final Application form, carefully review the following documents, available for download at <http://deq.mt.gov/Water/WPB/Nonpoint-Source-Program/Guidance-Documents-and-Resources>
 - Instructions for Completing 319 NPS Project Funding Request and Final Application.
 - Call for 319 Nonpoint Source Project Funding Requests, especially sections 1.3 and 5.2
 - FY2017 Montana 319 Nonpoint Source Project Scoring Sheet. During the final review process, applications are scored using the FY2017 Montana 319 Nonpoint Source Project Scoring Sheet found in the Call for Applications. The scores are not used as a definitive means in making decisions on which projects to fund, but a higher score may help your application.
- Your Final Project Proposal must clearly demonstrate that all aspects of your project meet the following eligibility requirements:
 - Address nonpoint source pollution
 - Address impairments identified in Montana’s 2016 List of Impaired Waters
 - Implement goals and objectives identified in the 2012 Montana Nonpoint Source Management Plan
 - Directly implement projects or activities identified in a DEQ-accepted Watershed Restoration Plan (WRP)
- Proofread your Final Application; consider also having a co-worker review it for clarity.
- Complete all elements of the Final Application form. Pay special attention to the information requested in Section 1, as it seems to be a common source of errors.
- On page 2 of the Final Application form, you do not need to include SWCDMI mini-grants in the list of open 319 contracts.
- In Section IV: Scope of Work, you must include a separate task for monitoring, education and outreach, operation and maintenance, and contract administration, where applicable. Attachment B of the Call for 319 Nonpoint Source Project Funding Requests contains example template language for each of these four tasks. The 319 funds requested for the contract administration task must not exceed 10% of the total 319 funds request in your proposal.
- For projects addressing nitrogen, phosphorus or sediment, ***contact your DEQ Project Manager for help in identifying the information you will need to collect in order for DEQ to estimate annual pollutant load reductions.***
- Review all task timelines, the project milestone table, and other date-related information in the Final Application. Dates must be consistent with the anticipated 319 funding schedule. Funding

may not be available until July, 2017, and contract work needs to be completed within 2 to 3 years of the start of the contract.

- Remember to include all applicable attachments (see Section V of the Final Application form).
- Late or incomplete Final Application Forms will not be considered. If you have any questions please call your DEQ Project Manager well before the Final Application due date of September 26, 2016.

Other Comments

- Describe SWCDM's commitment to the success of this project.
- Clearly explain the connections between the proposed project and nonpoint source pollution.
- Describe how you would market the mini-grant program to a wide, diverse audience.
- Provide a detailed description of project effectiveness evaluation procedures.
- Describe the need for mini-grants as a means of stimulating additional local efforts to address nonpoint source pollution.
- Providing a variety of examples of successful previously funded activities could strengthen the final application.