

# 2024

## URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS



**Applications must be postmarked and mailed by**  
**★ April 15 ★**  
(or April 16/17, if April 15 falls on a Sunday/Saturday)

*This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts. EGAD: 3800-2022-07*

**Bureau of Watershed Management**  
**Bureau of Community Financial**  
**Assistance**

**Wisconsin Department of Natural**  
**Resources**

**12/07/2022**

# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM

## PLANNING GRANT APPLICATION INSTRUCTIONS

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## GLOSSARY OF TERMS & DEFINITIONS

As referred to herein, the following words and phrases are defined as follows.

### Amount eligible for cost-sharing

The amount eligible for cost-sharing is the amount of the total project costs that are eligible for up to 50% cost-share reimbursement. The amount eligible for cost sharing is different than the grant award amount, as the grant award itself is 50% or less of the amount of eligible project costs. Eligible project costs differ from total project costs in that total project costs may include construction activities not eligible for cost-share reimbursement, if for example a part of the project will address new development or flood control.

### Authorized Responsible Government Official

The grantee's Authorized Responsible Government Official is the government official authorized by the applicant's government responsibility resolution (GRR) to do all of the following:

- sign and submit an application to the State of Wisconsin Department of Natural Resources (DNR) for any financial aid that may be available;
- sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- sign and submit reimbursement claims along with necessary supporting documentation;
- take necessary action to undertake, direct and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, fulfilling the requirements of the grant agreement, carrying out acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting final report, grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance).

### Cave

Cave is a natural cavity, large enough to be entered, which is connected to subsurface passages in bedrock.

### Commercial

Commercial as used herein, means both of the following:

- strip commercial, office parks, shopping centers and downtown commercial; and/or
- governmental, institutional, transportation and recreational land uses that contain source areas generating an above-average amount of rainfall runoff volumes and/or pollutant loads, such as parking lots, streets, storage areas, or large landscaped areas.

### Governmental Unit

Governmental unit means any unit of government including, but not limited to, a county, city, village, town, tribe, metropolitan sewerage district created under ss. 200.01 to 200.15 or 200.21 to 200.65, Wis. Stats., town sanitary district, public inland lake protection and rehabilitation district, regional construction commission or drainage district operating under ch. 89, Wis. Stats., or ch. 88, Wis. Stats. Governmental units also include school districts.

### Industrial

Industrial as used herein, means both of the following:

- publicly owned or operated manufacturing and non-manufacturing industrial land uses, including sites requiring coverage under subch. II of ch. NR 216; and/or
- privately owned manufacturing and non-manufacturing industrial land uses, but only those source areas that are not covered by a ch. NR 216 storm water discharge permit such as separate employee parking areas or landscaped areas not contaminated with industrial activity.

### Karst feature

Karst feature is an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets, rain, snow, ice melt or similar water that moves on the land surface via sheet or channelized flow.

### Mine feature

A mine feature is a man-made shaft, tunnel, cave, hole, or other feature created for mining purposes.

### Sinkhole

Sinkhole is a topographic depression (unless filled) in which bedrock is dissolved or collapsed. Sinkholes may be open, covered, buried, or partially filled with soil, field stones, vegetation, weathered bedrock, water or other miscellaneous debris. Sinkholes are usually circular, funnel-shaped or elongated. Sinkhole dimensions vary by region. Wisconsin sinkholes generally range between 20 to 30 feet in diameter and four to ten feet deep, although some can be wider and/or deeper.

### Spring/Seep

Spring/Seep is an intermittent or permanent seepage of water from ground surface or bedrock outcrop or karst area.

### Swallet

Swallet is a place where surface or storm water drainage disappears underground.

### Total Maximum Daily Load (TMDL)

TMDL is the amount of a pollutant a waterbody can receive and still meet water quality standards..

### Urban Area

An Urban Area, as defined by s. NR 155.12(31), means an area comprised of one or more of the following:

- an area with population density of 1,000 or more persons per square mile;
- [industrial](#) or [commercial](#) land uses; and/or

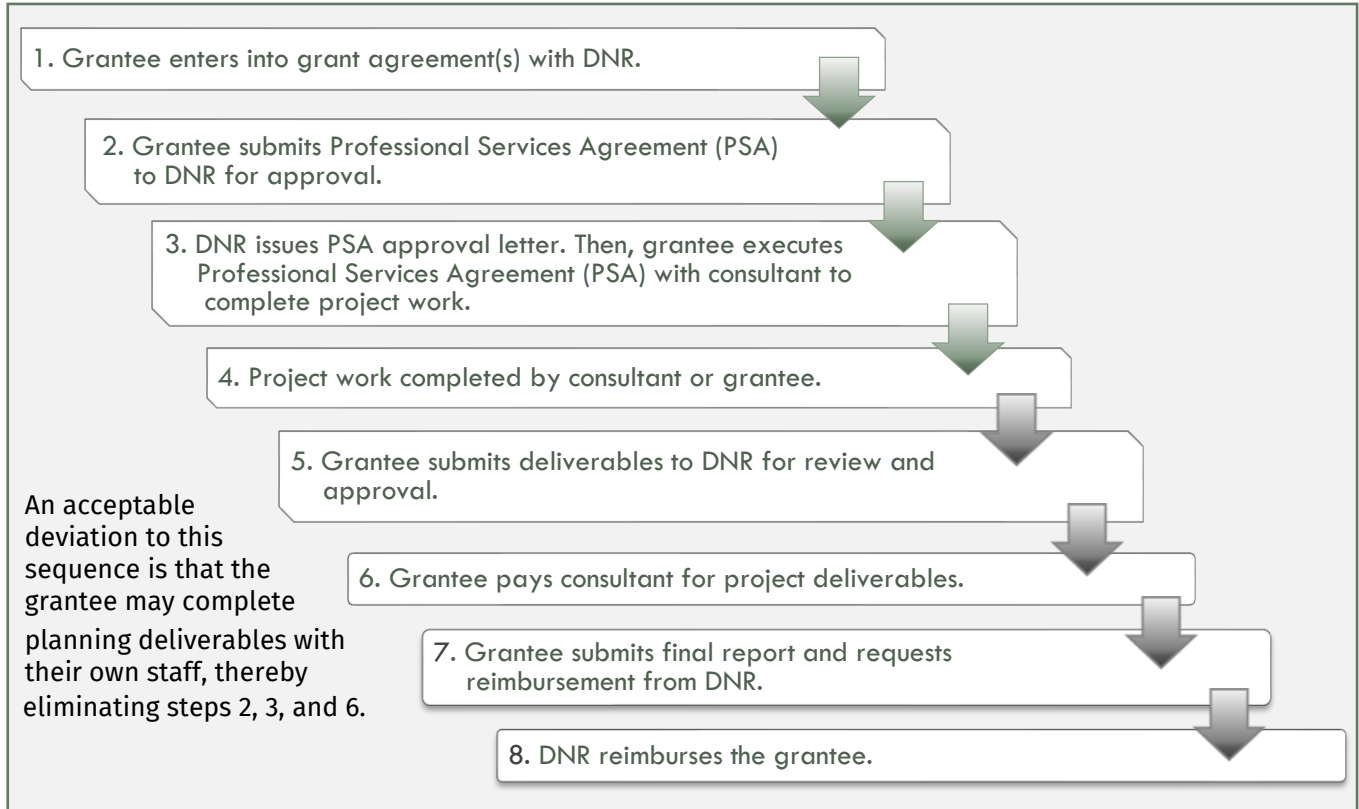
Island parcels of land that are completely surrounded by the above-listed urban land covers.

### Waters of the state

Waters of the state includes the portions of Lake Michigan and Lake Superior within the boundaries of Wisconsin, all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses, drainage systems, and other surface or groundwater, natural or artificial, public or private within the State or under its jurisdiction except those waters which are entirely confined and retained completely upon the property of a person.

## GENERAL INFORMATION

The Urban Nonpoint Source and Storm Water (UNPS&SW) Planning Grant Program is a cost-share **reimbursement** grant program. The maximum cost-share rate is up to 50% of eligible expenses, up to a maximum award of \$85,000. Under the UNPS&SW grant program, cost-share reimbursement of eligible expenses follows the process illustrated in Figure 1, below.



**Figure 1.** UNPS&SW-Planning Cost-Share Reimbursement Process

Grant applications are reviewed and ranked via a competitive process. Figure 2, Urban Nonpoint Source and Storm Water (UNPS&SW) Planning Grant Program Flow Chart illustrates process used in evaluating and ranking applications.

Applicants are notified of their application's rank and funding status typically in the fall of the calendar year that the application was submitted. The two-year grant period typically starts in January of the following year, although a delay in the adoption of state or federal budgets can delay this timetable.

### **Call your DNR Regional Nonpoint Source (NPS) Coordinator early.**

Coordinators can provide assistance in planning your project.

Pre-application contact with your DNR Regional NPS Coordinator is also a grant eligibility requirement.

Go to <http://dnr.wi.gov/topic/nonpoint/NPScontacts.html> for contact information.

## Funding Sideboards and Limitations

**UNPS&SW Planning grant funding has certain sideboards and limitations that potential applicants should consider when deciding whether to apply. These include:**

- **Planning** projects must serve an existing [urban area](#) or an area that will become an [urban area](#) within 20 years. The definition of [urban area](#) is in [Attachment B](#).
- Planning activities and deliverables eligible for cost sharing under the UNPS&SW Grant Program are identified in Questions 2, 3, 4, and/or 5 of the application and [Attachment D](#).
- The state cost-share reimbursement amount can cover up to 50% of total eligible project costs. The total state reimbursement amount cannot exceed \$85,000.
- Activities are eligible for funding when conducted to address storm water quality, infiltration, and peak runoff discharge rates consistent with non-agricultural performance standards under ch. NR 151. If the project includes significant work that addresses drainage and flood control issues unrelated to achieving the state's water quality goals, these costs are not eligible for reimbursement.
- Storm water plans prepared with grant funds may contain recommendations to install best management practices in specific locations. The final plan submitted to the Department must include a screening of environmental hazards, wetlands, cultural resources, and endangered and threatened species at any proposed excavation sites.
- If a project is selected for funding, the applicant must then submit evidence in a timely manner that they can provide the local share. The DNR will not award a grant without this information.
- Grant periods start January 1 of the calendar year following application. Grantees must plan to complete their project within two years of this date.
- DNR Runoff Management staff will review and score the grant applications. Applicants are generally notified of the status of the project application in early fall of the calendar year of application.
- If the statewide application demand exceeds available funding, the maximum total amount of funding a grantee may receive in multiple grant awards for the application year cannot exceed 20 percent of the grant funds available in the grant year.
- For joint project applications or projects in which the applicant does not have jurisdiction over the project area, a DRAFT Intergovernmental Agreement (IGA) must be submitted with the application (see [Attachment H](#)).
- Applicants are required to submit completed Governmental Responsibility Resolutions (GRR), citing which Responsible Government Official is authorized to submit the application and subsequent required forms (see [Attachment I](#)), as well as assuring that the local unit of government has budgeted (or will budget) the local share amount to complete the project. The signature on the application must be consistent with the name or title of the [Authorized Responsible Government Official](#) on the Governmental Responsibility Resolution.



## Grant Administration Requirements & Project Permit

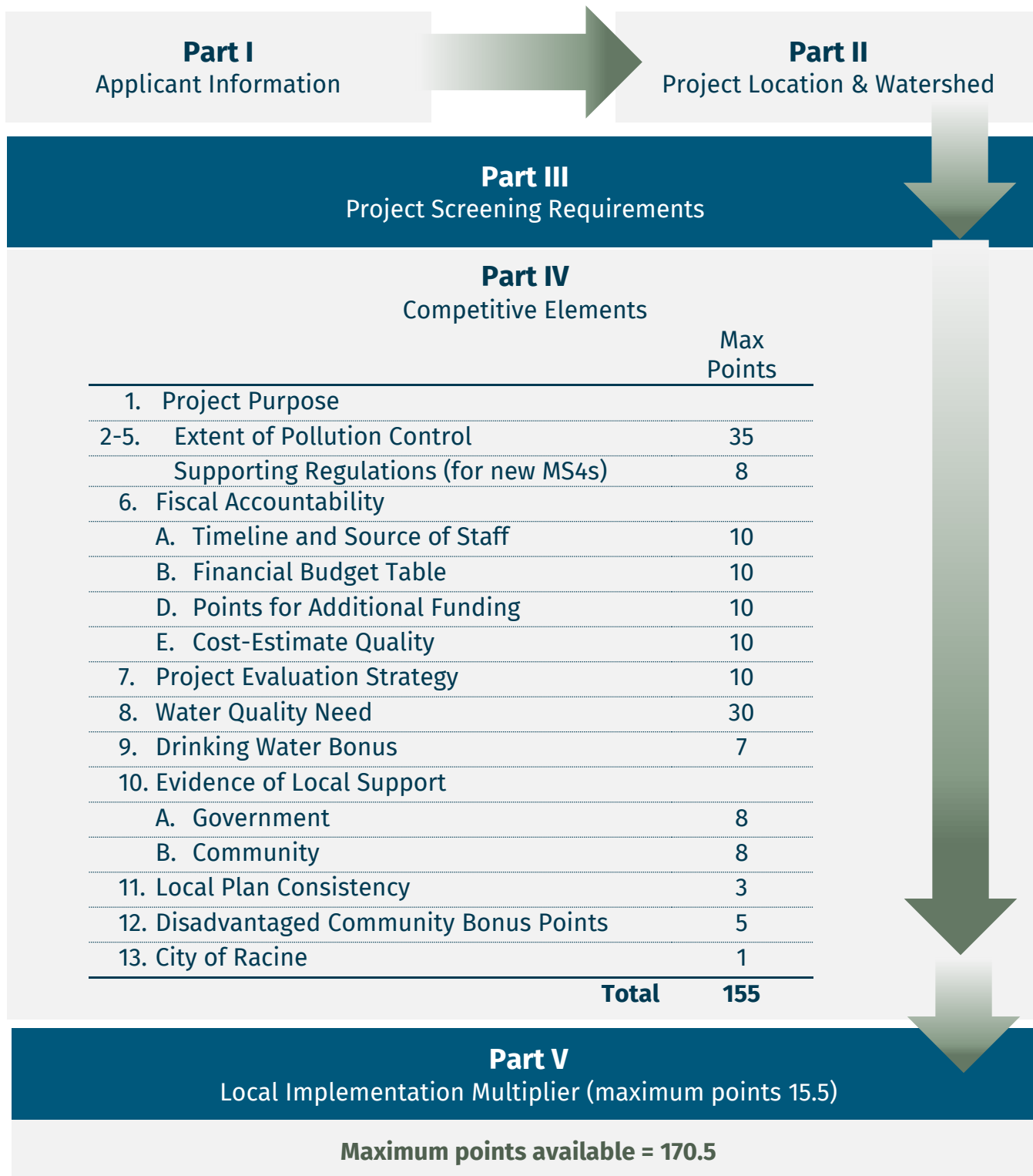
### Grantee Responsibilities

- Successful grantees are required to submit the Professional Service Agreement(s) (PSA) for all activities that they will request cost-share reimbursement under the grant to DNR for review and approval, before executing the PSA(s).
- Successful grantees are required to submit all project deliverables for each activity included in their grant application to DNR for review. It is strongly recommended that grantees submit project deliverables for to DNR review a minimum of 60 days prior to grant expiration.
- Successful grantees are required to submit a Final Report (either using the [Final Report Form 3400-189U](#) or the DNR's new BMP Implementation Tracking System (BITS)) with their final reimbursement request, summarizing the results of the project. Further details are contained in the grant agreement.
- Grantees must request final reimbursement no later than 60 days after the end of the grant period.



# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

**Figure 2** UNPS&SW-Planning Screening & Scoring Process




## COMPLETING YOUR UNPS&SW APPLICATION

INSTRUCTIONS FOR COMPLETING FORM 8700-299A	
DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Contact your local DNR Nonpoint Source Coordinator to discuss the proposed project, including each of the following: <ul style="list-style-type: none"> <li>Project and applicant eligibility</li> <li>Proposed planning activities/deliverables</li> <li>Permits and other feasibility issues</li> <li>Water quality need</li> </ul> </li> </ul>	<p>Applicants are <b>required</b> to contact their local NPS Coordinator prior to application submittal, in order for their application to be eligible for funding consideration.</p> <p>Find your local Nonpoint Source Coordinator at: <a href="http://dnr.wi.gov/topic/nonpoint/NPScontacts.html">http://dnr.wi.gov/topic/nonpoint/NPScontacts.html</a>.</p>
<ul style="list-style-type: none"> <li>Draft a Governmental Responsibility Resolution (GRR) that identifies an <a href="#">Authorized Responsible Governmental Official</a> to submit the application and subsequent required forms on behalf of the applicant/local unit of government.</li> <li>Get approval/execution of the draft GRR on the agenda of the next local government board/committee meeting before the application due date.</li> </ul>	<p>Applicants are required to attach an executed GRR to their application that identifies and authorizes a <a href="#">Responsible Governmental Official</a> (or authorized government official position title) to submit the application and subsequent required forms on behalf of applicant/local unit of government. The signature on the application must be consistent with the Governmental Responsibility Resolution. A GRR template is included in <a href="#">Attachment I</a>.</p> <p>Depending on the schedule and frequency of local meetings, and timing of agenda postings, this often requires significant lead time.</p>
<ul style="list-style-type: none"> <li>Save the current version of <a href="#">Form 8700-299a Urban Nonpoint Source &amp; Storm Water (UNPS&amp;SW) Program Planning Application</a> onto your hard drive ("save as" your chosen file name).</li> <li>Fill the form in electronically. Use the "Tab" key to exit a field so that it will automatically update and move to the next field or link. Otherwise, use "Enter" to update a field and click in the next fillable field. Provide all applicable information required by the application.</li> </ul>	<p>The UNPS&amp;SW Planning grant application form and instructions are posted on the DNR web site <a href="http://dnr.wi.gov/Aid/urbannonpoint.html">http://dnr.wi.gov/Aid/urbannonpoint.html</a> in January of each odd-numbered year.</p> <p>Under the authority granted by Wisconsin Administrative Code, DNR may deny consideration of submittals that are incomplete. This includes applications missing required information and projects that may be significantly delayed by DNR review to determine compliance of the project with other state laws.</p>

## URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

### ASSEMBLING & SUBMITTING YOUR UNPS&SW PLANNING APPLICATION

1. Assemble one original copy of your completed application (current version of DNR Form 8700-299a) including all attachments, with a signature by the [Responsible Government Official authorized](#) to sign contracts on behalf of the governmental unit by the GRR attached to your application.
2. The assembled application must conform to the following:
  - All pages in the application, including maps, must be 8.5 x 11 inches in size.
  - Each page must be **numbered** and contain an identifying project name that matches the name listed in the required "Project Name" field on the first page of the application.
  - If you attach narrative responses on a separate sheet(s), each page must be numbered, include the project name, be labeled with the respective question description and number, and the question's page number.
3. The signed application and attachments should be saved in at least two separate PDF files (e.g., GranteeName\_ProjectName\_UNPS\_P\_Application, GranteeName\_ProjectName\_UNPS\_P\_Attachments).
4. Send the application files using this WI Box Dropoff Portal: <https://wibox.wi.gov/dropoff/>



**Drop-off Portal**  
Compose your message and attach your file:

**From:**  
JGriffin@Dane.wi.gov

**To:**  
[DNRCFANONPOINTGRANTS@wisconsin.gov](mailto:DNRCFANONPOINTGRANTS@wisconsin.gov)

**Subject:**  
UNPS Planning - City Storm Water Planning Project - Dane County

**Message:**  
Hello,  
Here is our UNPS Planning application for the City Storm Water Project. Please let me know when you receive it.  
Thank you.  
Joanna

**Drag & Drop Files Here**

**OR**

[Browse Computer](#)

[Send Message](#)

**From:**  
JGriffin@Dane.wi.gov

**To:**  
[DNRCFANONPOINTGRANTS@wisconsin.gov](mailto:DNRCFANONPOINTGRANTS@wisconsin.gov)

**Subject:**  
UNPS Planning - City Storm Water Planning Project - Dane County

**Message:**  
Hello,  
Here is our UNPS Planning application for the City Storm Water Project. Please let me know when you receive it.  
Thank you.  
Joanna

The data fields need to be filled out the following way:

**From:** Your email address

**To:** [DNRCFANONPOINTGRANTS@wisconsin.gov](mailto:DNRCFANONPOINTGRANTS@wisconsin.gov)

**Subject:** Application Type- Project Name-Applciant Name

**OR**

Email the application files or a link to a different FTP site to  
[DNRCFANONPOINTGRANTS@wisconsin.gov](mailto:DNRCFANONPOINTGRANTS@wisconsin.gov).

5. If the application was signed by hand by the Authorized Responsible Government Official (ARGO) and scanned, the application could be submitted by the local contact, consultant, or other staff person. If the application was signed electronically, the application must be submitted by the ARGO directly via email. If the ARGO is not able to submit the application directly, the ARGO may send an email stating their approval of the grant submission. This email will be kept with the grant file.
6. Application submittals must be emailed no later than April 15 (April 16/17, if the 15<sup>th</sup> falls on a Sunday or Saturday)

## PART I. APPLICANT INFORMATION

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Enter the current calendar year that the grant application is being submitted.</li> <li>Enter the calendar year that the grant award will start. The grant award year is the calendar year following the application year.</li> <li>Enter the project name. The project name should be a unique identifier of this particular project.</li> <li>Enter the name of the <a href="#">governmental unit</a> applying.</li> </ul>	<p>The applicant must be a <a href="#">governmental unit</a>. <a href="#">Governmental unit</a> means any unit of government including, but not limited to:</p> <ul style="list-style-type: none"> <li>a county, city, village, town, tribe, metropolitan sewerage district created under ss. 200.01-200.15 or 200.21-200.65, Wis. Stats.; and</li> <li>a town sanitary district, public inland lake protection and rehabilitation district, regional construction commission or drainage district operating under ch. 89, Wis. Stats., or ch. 88, Wis. Stats.</li> </ul>
<ul style="list-style-type: none"> <li>Enter the name and contact information of the applicant's <a href="#">Authorized Responsible Government Official</a>. The <a href="#">Authorized Responsible Government Official</a> is the Government Official authorized to sign the grant application on behalf of the <a href="#">governmental unit</a>.</li> <li>Enter the name and contact information of the applicant's <a href="#">Grant Contact Person</a>. The Grant Contact Person is the Government Official or staff person most directly involved in the implementation of this project. <ul style="list-style-type: none"> <li>If the Grant Contact Person is the same as the <a href="#">Authorized Responsible Government Official</a>, write "same" in the Contact Person box and leave the remaining fields on the right half of Part I blank.</li> </ul> </li> </ul>	<p>The <a href="#">Authorized Responsible Government Official</a> must be consistent with the name or job title of the individual authorized by the Governmental Responsibility Resolution form attached to this application (see <a href="#">Attachment I</a>).</p> <p>The <a href="#">Authorized Responsible Government Official</a> and the Grant Contact Person <b>cannot</b> be a consultant.</p> <p>The DNR will not accept the documents-listed in Attachment I unless signed by the <a href="#">Authorized Responsible Government Official</a>.</p>

## PART II. PROJECT LOCATION & WATERSHED

### A. PROJECT LOCATION

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"><li>• Enter the project location.<ul style="list-style-type: none"><li>○ Enter the latitude (4-7 decimal places), and longitude (negative, West of the Prime Meridian and 4-7 decimals places) of the project area.</li><li>○ Enter the county name, state senate district number and state assembly district number where the project is located.</li></ul></li><li>• If the project area is comprised of multiple counties, or multiple noncontiguous areas, enter the latitude/longitude, county and senate/assembly district of each part of the project area in individual rows.</li><li>• Specify the method used to determine latitude &amp; longitude.</li></ul>	<p>Use the Surface Water Data Viewer (SWDV) found at: <a href="https://dnr.wi.gov/topic/SurfaceWater/swdv/">https://dnr.wi.gov/topic/SurfaceWater/swdv/</a> as needed, to assist you in completing the project location information.</p> <p>See <a href="#">Attachment A</a> for assistance in using the Surface Water Data Viewer.</p> <p>If the project is comprised by more than 15 locations, attach additional locations on a separate sheet.</p>

# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

## B. WATERSHED & WATERBODY

Most UNPS&SW planning project areas are comprised of more than one Hydrologic Unit Code (HUC 12). In Part II-B, use tables 1 through 5 to enter data for as many HUC 12s as the project area contains. For example, if the project area includes 3 HUC 12s, use tables 1 through 3, to enter HUC 12 information, one table for each HUC 12. If the project area is comprised of more than 5 HUC 12s, include the same information asked for in the tables, for the additional watershed(s) on an attachment to your application.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Enter the 12-digit Hydrologic Unit Code (HUC 12) of each watershed in the proposed project area on <u>line a.</u> of tables 1-5.</li> <li>The form will automatically populate the name of the HUC 12, and the name and number of the downstream HUC 12 on each <u>line b</u> of tables 1-5.</li> <li>Determine the percent of the total project area located in each HUC 12 and enter the percentage of each on <u>line c.</u> of tables 1-5.</li> <li>The sum of percentages entered for all HUC 12s in the project area must equal 100%.</li> </ul>	<p>A watershed is the geographic area draining to a specific portion of a surface or groundwater resource. It is the area of land where all of the water that is under it or drains off of it goes into the same place. The watershed of a major river may encompass numerous smaller watersheds that ultimately combine at a common point.</p> <p>Watersheds in the United States were delineated by the U.S. Geological Survey using a national standard hierarchical system known as “hydrologic units.” A hydrologic unit pertains to a surface water drainage area of a particular scale. Each hydrologic unit is identified by a unique hydrologic unit code (HUC 12).</p> <p>See <a href="#">Attachment A</a> and the Surface Water Data Viewer for assistance in identifying the HUC 12s and the name of the nearest water resources.</p>
<ul style="list-style-type: none"> <li>For each HUC 12 in the project area, identify the nearest water resource within or downstream of the project area and enter the name of the nearest water resource on <u>line d.</u> of each table.</li> </ul>	<p>The nearest waterbody is the stream, river, or lake, including intermittent streams (dashed blue lines on SWDV) in closest proximity to the proposed project area.</p>
<ul style="list-style-type: none"> <li>The form will automatically populate the name and number of the downstream HUC 12 on lines 1e. and 1f. of tables 1-5, respectively for each HUC 12.</li> </ul>	<p>If the project area is comprised of more than 5 HUC 12s, attach information for the additional watershed(s) to the application.</p>



## PART III. SCREENING REQUIREMENTS

Applications must meet all of the eligibility filters in Part III-A & B to be eligible for a UNPS&SW-Planning grant.

### A. MAPS & PHOTOGRAPHS

See [Attachment A](#) and the Surface Water Data Viewer <https://dnr.wi.gov/topic/SurfaceWater/swdv/> for assistance in creating the required maps. Failure to submit the required map and aerial photograph will result in removal of the application from further consideration.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Create an 8.5" X 11" topographic map of the project area showing all of the following: <ul style="list-style-type: none"> <li>municipal limits.</li> <li>project boundaries.</li> <li>topographic contours.</li> <li>perimeter of the project drainage area.</li> <li>HUC 12 watershed boundaries; and</li> <li>major roads, including road names</li> </ul> </li> <li>Create an 8.5" X 11" aerial photo of the project area showing all of the following: <ul style="list-style-type: none"> <li>project boundaries.</li> <li>municipal limits.</li> <li>HUC 12 watershed boundaries; and</li> <li>major roads, including road names</li> </ul> </li> <li>Label both the topographic map and aerial photos with the project name and a north arrow.</li> </ul>	<p>If the applicant is a governmental unit that does not meet the urban area density requirement of <math>\geq 1000</math> person per square mile, then the applicant must exclude areas that do not meet the <a href="#">urban area</a> definition from the project area, unless the applicant can provide evidence that the area(s) will become urban within 20 years.</p> <p>The project boundary shown in the maps submitted for this eligibility filter, must delineate only the eligible <a href="#">urban area</a>(s), or the project will not be eligible.</p>

# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

## B. FILTERS

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check “Yes” to filter 1, if the project is in an area that is urban or will be urban within 20 years (see <a href="#">Attachment B</a>) and then select option a., b., or c. <ul style="list-style-type: none"> <li>Select option a. if the population density of the project area is 1,000 or more per square mile according to the last federal census or subsequent population estimate under s. 16.96 stats, and enter the population density.</li> <li>Select option b. if the entire project area is located within a mapped urbanized area according to the last Federal Census.</li> <li>Select option c. if neither a. or b. is true and other evidence that the project area is urban as defined in <a href="#">NR 155.12(31)</a>, or will be within the next 20 years is attached to the application.</li> </ul> </li> </ul>	<p>NR 155.17(2)(b)3 requires that UNPS-Planning grant applicants provide documentation that the project area is an urban area as defined in <a href="#">NR 155.12(31)</a>, or provide evidence that the project will become urban within 20 years of the application date, such as an approved land use plan.</p> <p>The project boundary shown in the maps submitted for Part III-A should delineate only the <u>urban</u> project area(s), or the project is not eligible and will not be considered for funding.</p> <p>If the project area does not meet the urban area definition, the project is ineligible and will not be considered for funding.</p>
<ul style="list-style-type: none"> <li>Check “Yes” to filter 2, if the applicant certifies that the project will be completed within 24 months of the start of the grant period. The project timeline in Part IV-6A of the application must show that the final planning deliverables will be completed in 24 months. or the project will be ineligible.</li> <li>Check “Yes” to filter 3, if the applicant certifies that staff and contractors designated (or selected) to work on this project (will) have adequate training, knowledge and experience to implement all elements of the project.</li> <li>Check “Yes” to filter 4, if the applicant certifies that contractual services, in addition to those funded by this grant, will be provided if needed to complete all elements of the proposed project.</li> </ul>	

# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check “Yes” to filter 5, if the applicant certifies that planning products prepared under this grant will not work at cross-purposes with the non-agricultural performance standards contained in ch. NR 151. In other words, the applicant certifies that planning products prepared under this grant will be consistent with ch. NR 151 non-agricultural performance standards.</li> </ul>	<p>Filter 5 provides confirmation that the project will not work at cross-purposes to the performance standards. This does not mean that planning deliverables can only address performance standards. For example, a storm water plan may include recommendations for such things as thermal controls or streambank restoration, even though there are currently no state performance standards for these activities. However, project recommendations for such items may not interfere with the governmental unit’s ability to meet performance standards.</p>
<ul style="list-style-type: none"> <li>Check “Yes” to filter 6, if the applicant has contacted the local DNR NPS Coordinator.</li> <li>Fill in the table with the name of each NPS Coordinator contacted and date of each contact.</li> <li>Check the boxes to indicate the topics discussed with the coordinator. At a minimum, the subjects discussed with the NPS Coordinator should include: <ul style="list-style-type: none"> <li>project eligibility.</li> <li>project purpose.</li> <li>project scope and the need for each proposed planning activity.</li> <li>project water quality need.</li> </ul> </li> <li>In the text box below the table, provide a summary of the relevant discussion(s) for each of the recommended topics and other relevant topics discussed.</li> <li><u>Do not</u> check yes for leaving a voicemail or sending an email.</li> </ul>	<p>Filter 6 requires the applicant to contact the local DNR NPS Coordinator and discuss the topics listed prior to submitting the application. Sending an email to a NPS Coordinator or leaving a voicemail does <b>not</b> qualify as discussing project.</p> <p>See:  <a href="http://dnr.wi.gov/topic/nonpoint/NPScontacts.html">http://dnr.wi.gov/topic/nonpoint/NPScontacts.html</a>  for NPS Coordinators by county.</p> <p><u>Do not</u> check yes to filter 6 for sending an email or leaving a voicemail.</p>

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>• Check “Yes” to filter 7, if the applicant can declare one of the three statements below is true, and then select option a., b., or c. <ul style="list-style-type: none"> <li>• The applicant is a local unit of government that has jurisdiction over the project area – <u>if true, select option a.</u></li> <li>• The applicant does not have jurisdiction over the project area. However, the applicant is required to obtain a permit under subchapter I of ch. NR 216 AND Inter-Governmental Agreements (IGAs) <b>are in place</b> – <u>if true, select option b, check box (i), and select option (ii).</u></li> </ul> </li> <li>• The applicant does not have jurisdiction over the project area; however, the applicant is required to obtain a permit under subchapter I of ch. NR 216 AND IGAs <b>will be put in place</b> prior to the commencement of the grant period to assure that storm water quality plans and ordinances developed under the grant are implemented – <u>if true, select option b, check box (i) and select option (iii).</u></li> </ul>	<p>Filter 7 provides the DNR with confirmation that the applicant has adequate authority to implement the project and carry out planning recommendations.</p> <p>If the project area is outside the applicant’s jurisdiction, additional criteria, including submittal of a draft Inter-Governmental Agreement (IGA) meeting the requirements of <a href="#">Attachment H</a>, must be met before the project can be considered eligible for funding.</p>

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check “Yes” to filter 8, if the applicant can declare one of the three statements below is true, and then select option a., b., or c. <ul style="list-style-type: none"> <li>The applicant is not the University of Wisconsin Board of Regents – <u>if true, select option a.</u></li> <li>The applicant is the University of Wisconsin Board of Regents, and the project will develop recommendations for a UW Campus area located in a municipality that is both: <ul style="list-style-type: none"> <li>required to obtain a municipal separate storm water permit under ch. NR 216; and</li> <li>located either in a priority watershed or lake area identified under <a href="#">s. 281.65 Wis. Stats.</a>, or in an <a href="#">area of concern</a> as identified by the International Joint Commission under the Great Lakes Water Quality Agreement.</li> </ul> </li> <li><u>If true, select option b, and check boxes (i) and (ii).</u></li> </ul> </li> </ul>	<p>Filter 8 requires University of Wisconsin campus projects to meet special eligibility criteria.</p> <p>University of Wisconsin campuses that do not meet these special eligibility criteria sometimes partner with the municipality that the campus is located in to develop a storm water management plan. Such joint planning efforts are eligible to apply for a UNPS-Planning grant, provided that the applying municipality meets the requirements of Filter 7, specifically:</p> <ul style="list-style-type: none"> <li>the municipal applicant is required to obtain a permit under subchapter I of ch. NR 216; and</li> <li>an IGA is in place between the campus and the applicant.</li> </ul>
<ul style="list-style-type: none"> <li>Check “Yes” to filter 9, if the applicant can declare one of the three statements below is true, and then select option a. or b. <ul style="list-style-type: none"> <li>This is not a joint application among local units of government – <u>if true, select option a.</u></li> <li>This is a joint application among local units of government and the required Inter-Governmental Agreement (IGA) is attached (see <a href="#">Attachment H</a>) – <u>if true, select option b.</u></li> </ul> </li> </ul>	<p>Filter 9 requires that a joint application among local units of government must attach a draft Inter-Governmental Agreement.</p>

## PART IV. COMPETITIVE ELEMENTS

### 1. PROJECT PURPOSE

DIRECTIONS	EXPLANATION
<p>Identify the project category.</p> <ul style="list-style-type: none"> <li>• Select option A if the proposed project area is covered by a MS4 Wisconsin Pollutant Discharge Elimination System (WPDES) permit or has received a notification of request to apply for MS4 General Permit Coverage AND the primary purpose of the project is to comply with one or more elements of the permit; then, select 1, 2 or 3 as explained below. <ul style="list-style-type: none"> <li>• Select A.1 – <u>New MS4 permittee</u> if: <ul style="list-style-type: none"> <li>○ the applicant has received a Notification of Request to Apply for Municipal Separate Storm Sewer System General Permit Coverage within the last 90 days; or</li> <li>○ the permittee’s initial date of MS4 permit coverage is within the past 24 months.</li> </ul> </li> <li>• Select A.2 – <u>Existing MS4 permittee – TMDL</u> if all of the following are true: <ul style="list-style-type: none"> <li>○ the applicant is not a new MS4 permittee; the project is located in an area covered by an EPA-approved TMDL, or a <a href="#">TMDL in development</a>; and the project addresses the critical nonpoint pollutants and sources identified in the TMDL document.</li> </ul> </li> <li>• Select A.3 – <u>Existing MS4 permittee – no TMDL</u> if the applicant is not a new MS4 permittee, and the project areas is not covered by an approved TMDL. <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul> </li> </ul>	<p>Note that selecting option A does not preclude the applicant from including planning activities not directly related to MS4 compliance in their project scope. However, selecting option C or D will preclude the applicant from including MS4 compliance related planning activities in their project scope.</p>

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Select option B if the applicant is not a permitted MS4 and the primary purpose of the project is for the applicant to <u>voluntarily</u> undertake one or more municipal storm water permit requirements in NR 216.07.</li> </ul>	
<ul style="list-style-type: none"> <li>Select option C if the primary purpose of the project is to develop and implement an information and education program for targeted audiences within the identified urbanized area.</li> </ul>	Category C is intended for projects that <u>only</u> develop and implement an information and education program, such as a Storm Water Media Campaign or implementation of a Comprehensive Municipal Storm Water Education Program.
<ul style="list-style-type: none"> <li>Select option D if the primary purpose of the project is to conduct eligible planning activities not associated with MS4 permit compliance and that are not information and education activities.</li> </ul>	



## 2. EXTENT OF POLLUTION CONTROL – MS4 COMPLIANCE ACTIVITIES BY EXISTING MS4s

If the applicant is an existing MS4 permittee, and the project type selected in question 1 is A.2 or A.3, question 2 will appear. If question 2 does not appear, proceed to question 3.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>For each activity listed (A.1 – A.10), identify the current status of the planning activity, by selecting one of the following categories for each item. <ul style="list-style-type: none"> <li>Select <u>N/A – Plan activity complete &amp; up to date.</u></li> <li>Select <u>Local resources will be used to complete update <b>during the grant period.</b></u></li> <li>Select <u>Local resources will be used to complete update-<b>unknown timeframe</b></u></li> <li>Select <u>State cost-share requested to complete update</u></li> </ul> </li> </ul>	<p>The intent of this question is to encourage applicants to identify only those activities that warrant updates. Selecting multiple activities does not necessarily result in additional points.</p> <p>N/A means the applicant has completed the planning activity and the planning deliverables are up to date and in compliance with the applicant's MS4 permit requirements</p> <p>Local Resources means that local resources will be used to complete planning updates needed to keep their existing MS4 permit up to date and in compliance. Select the appropriate timeframe option.</p> <p>State cost-share requested means that the applicant is requesting state cost-share funds in this application to complete the needed planning updates and the associated deliverable(s) will be produced under this grant. Do not request state cost-share funding for completed work.</p>
<ul style="list-style-type: none"> <li>Fill in all of the requested information for each planning activity that the applicant is requesting state cost sharing.</li> <li>Check the box acknowledging that you understand and agree that the state will not provide cost-share reimbursement of any planning activity without DNR receipt, review and approval of the required final deliverable for that activity.</li> </ul>	<p>For each activity that state cost-share funds are requested, the applicant will be asked for additional details about the proposed work. For most items, the applicant will be asked for information about the status of the existing planning activity/deliverable, an explanation of the reason the update(s) is/are needed, the scope of intended updates, and the final deliverable that will be produced.</p>

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**3. EXTENT OF POLLUTION CONTROL – MS4 COMPLIANCE ACTIVITIES BY NEW MS4s**

If the applicant is a new MS4 permittee and the project type selected in question 1 is A.1, **OR** if the project type selected in question 1 is B, then question 3 will appear. If question 3 does not appear, proceed to question 4.

DIRECTIONS	EXPLANATION
<p>If the applicant is a new MS4 permittee and the project type selected in question 1 is A.1, then for each activity listed (A.1 – A.10), the applicant must select one of the three categories for each activity.</p> <ul style="list-style-type: none"> <li>For each activity listed (A.1 – A.10), identify the current status of each planning activity by selecting one of the following categories. <ul style="list-style-type: none"> <li>Select <u>N/A – Plan activity complete &amp; up to date.</u></li> <li>Select <u>Local resources will be used to complete <b>during the grant period.</b></u></li> <li>Select <u>Local resources will be used to complete -<b>unknown timeframe</b></u></li> <li>Select <u>State cost-share requested to complete update</u></li> </ul> </li> </ul>	<p>If the applicant is <u>not</u> covered by a municipal storm water permit, and the project is to voluntarily undertake one or more NR 216.07 requirements (i.e., the project type selected in question 1 is B), the applicant may leave the current status of one more of the planning activities blank.</p> <p>N/A means the applicant has completed the planning activity and the planning deliverables are up to date and in compliance with the applicant's MS4 permit requirements</p> <p>Local Resources means that local resources will be used to complete planning updates needed to keep their existing MS4 permit up to date and in compliance. Select the appropriate timeframe option.</p> <p>State cost-share requested means that the applicant is requesting state cost-share funds in this application to complete the needed planning updates and the associated deliverable(s) will be produced under this grant. Do not request state cost-share funding for completed work.</p>
<ul style="list-style-type: none"> <li>Check the box acknowledging that you understand and agree that the state will not provide cost-share reimbursement for any planning activity DNR receipt, review and approval of the required final deliverable for that activity and agrees that the state may request repayment of partial reimbursements for any planning activity if, in the judgement of the Department, the applicant has failed to submit approvable final project deliverables.</li> </ul>	

#### 4. EXTENT OF POLLUTION CONTROL – INFORMATION & EDUCATION ACTIVITIES

If the project type selected in question 1 is C, then question 4 will appear. If question 4 does not appear, proceed to question 5.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>For question 4.A-4.C, identify up to three target audience(s) and key message(s) that will be addressed by the proposed information and outreach project.</li> <li>For each target audience and key message that will be addressed, identify the intended outcome(s) of the information and education activities by checking one or more of the options listed below. <ul style="list-style-type: none"> <li>Increase target audience knowledge – check this box if the goal is to increase target audience knowledge regarding key messages.</li> <li>Change in target audience attitudes – check this box if the goal is to change target audience attitudes regarding key messages.</li> <li>Change in behavior (of target audience) – check this box if the goal is to change target audience behavior regarding key messages.</li> </ul> </li> <li>For each outcome checked, explain the specific goals and the intended strategies for achieving it, and the measurable goals that will be tracked.</li> </ul>	<p>Keep in mind that information alone does not change attitudes or behavior, so these outcomes require a more sophisticated project design.</p>
<ul style="list-style-type: none"> <li>For each target audience and key message that will be addressed, identify the final deliverables that will be produced and/or measurable goals that will be reported on.</li> <li>Check the box acknowledging that you understand and agree that the state will not provide cost-share reimbursement of any planning activity without DNR receipt, review, and approval of the required final deliverable for that activity.</li> </ul>	<p>Attach additional pages if the project will address more than three target audiences/key messages. Include all of the information described in 1-4 for each additional message/audience.</p>

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**5. EXTENT OF POLLUTION CONTROL – OTHER ELIGIBLE PLANNING ACTIVITIES**

The applicant may request state cost-sharing for one or more of these planning activities. If this is a MS4 compliance project, this question is optional.

DIRECTIONS	EXPLANATION
<p>Check the box to the left of each planning activity that will be undertaken, and associated deliverable completed under the grant.</p> <ul style="list-style-type: none"> <li>• Check box A if the applicant will develop a low impact development/conservation subdivision ordinance as part of this project.</li> <li>• Check box B if the applicant will develop an ordinance affecting the quality of runoff from developed urban areas – other than post-construction storm water management, erosion control, illicit discharge, and/or low-impact development (e.g., pet waste, parking restrictions during street cleaning operations). If box B is checked, identify both of the following: <ul style="list-style-type: none"> <li>• the name of the ordinance that will be created; and</li> <li>• an explanation of the ordinance purpose and the reason the applicant has decided to create it.</li> </ul> </li> </ul>	<p>The term <i>low impact development</i> (LID) refers to systems and practices that use or mimic natural processes that result in the infiltration, evapotranspiration, or use of storm water in order to protect water quality and associated aquatic habitat. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. A few examples of practices that have been used to adhere to these principles include bioretention, rain gardens, vegetated rooftops, rain barrels and permeable pavements. (Source: United States Environmental Protection Agency (<a href="#">USEPA Website</a>))</p> <p>An online resource with more information about developing local ordinances that support low-impact development is the Center for Watershed Protection’s <a href="#">Better Site Design Code and Ordinance Worksheet</a>.</p>
<ul style="list-style-type: none"> <li>• Check box C if the applicant will conduct a storm water financing feasibility analysis as part of the project.</li> </ul>	<p>At a minimum, a storm water financing feasibility analysis must include the development of all of the following:</p> <ul style="list-style-type: none"> <li>• a storm water quality program budget for implementing all of the non-agricultural performance standards in Subchapter III of ch. NR 151, (e.g., capital costs, O&amp;M, debt service, administrative, etc.).</li> <li>• an evaluation of one or more dedicated revenue sources and/or alternative funding mechanisms for implementing each element of the water quality program.</li> <li>• a plan that identifies/recommends how each program element should be funded.</li> </ul>

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check box D if the applicant will <u>develop and implement</u> a dedicated revenue source, such as a storm water utility, for funding the applicant's storm water quality management program for implementation of the non-agricultural performance standards in Subchapter III of ch. NR 151.</li> </ul> <p>If box D is checked, identify each the of the following:</p> <ul style="list-style-type: none"> <li>Name of the completed feasibility study.</li> <li>Date of the completed feasibility study.</li> <li>Date of the local board/council recommendation to implement a dedicated storm water financing mechanism evaluated in the feasibility study.</li> <li>Additionally, describe the feasibility study results and identify the dedicated financing mechanism that will be developed and implemented.</li> </ul>	<p>To be eligible for cost-share funding for this activity, the applicant must have already accomplished both of the following at the time of application:</p> <ul style="list-style-type: none"> <li>A feasibility study of the dedicated revenue source to be developed and implemented.</li> <li>Received a recommendation from local municipal board or council representing the applicant to develop and implement the dedicated revenue source.</li> </ul> <p>Keep in mind that by selecting this activity you are requesting reimbursement for development and <u>implementation</u> of a dedicated revenue source and the activity can only be reimbursed if the revenue source is implemented.</p>
<ul style="list-style-type: none"> <li>Check box E if the applicant will conduct other planning activities, not specifically identified in Question 2, 3, and 5 of the application. If box E is checked, describe/explain the planning activity, and identify the deliverable(s) that will be produced.</li> <li>Check the box acknowledging that you understand and agree that the state will not provide cost-share reimbursement of any planning activity without DNR receipt, review, and approval of the required final deliverable for that activity.</li> </ul>	

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**SCORING**

<b>Options</b>	<b>Questions 1, 2, 3 4 and 5</b>	<b>Points</b>
A.1	<ul style="list-style-type: none"> <li>○ The applicant is a new MS4 permittee; and</li> <li>○ the applicant will complete all MS4 permit planning activities needed to comply with their MS4 permit requirements during the project grant project period that are not already complete at the time of application.</li> </ul>	35
A.1	<ul style="list-style-type: none"> <li>○ The applicant is a new MS4 permittee; and</li> <li>○ the applicant will complete some, but not all, MS4 permit planning activities needed to comply with their MS4 permit requirements during the project grant project period, that are not already complete at the time of application.</li> </ul>	5-15 *
A.2	<ul style="list-style-type: none"> <li>○ The applicant is an existing MS4 permittee located in an area with a recently EPA-approved TMDL and, the proposed project develops a plan to meet TMDL load allocations;</li> <li>○ the applicant has provided sufficient reason/justification of the need to update any other MS4 planning activities they are proposing to update as part of the project; and</li> <li>○ all permit requirements other than those addressed by the proposed project are in compliance and up to date or will be completed by the end of the grant period.</li> </ul>	25
A.3	<ul style="list-style-type: none"> <li>○ Applicant is an existing MS4 permittee located in area without an EPA-approved TMDL;</li> <li>○ applicant has provided sufficient reason/justification of the need to undertake the MS4 planning activities they are proposing as part of the project; and</li> <li>○ all MS4 permit requirements other than those addressed by the proposed project are in compliance and up to date or will be completed by the end of the grant period.</li> </ul>	15
A.2 or A.3	Applicant is an existing MS4 permittee and selected A2 or A3 as their project category but does not meet the requirements of the A.2 or A.3 scoring categories above.	5-10 *
B	Applicant is not covered by a municipal storm water permit, and the project is to voluntarily undertake one or more NR 216.07 requirements.	5-15 *
C	Project is an I&E implementation project.	10-15 *
D	Project does not address NR 216.07 requirements and is not an I&E implementation project.	5-15 *

*\*Where a range of points applies to the project category, projects are scored based on the extent of urban nonpoint source pollution control achieved by the project, based on information provided in the application (per NR 155.17(2)(c)7).*

*Projects that both address MS4 permit requirements AND include “other” eligible planning deliverables are scored based on their applicable MS4 scoring category. No additional points are earned for “other” eligible planning deliverables if points are earned for one of the MS4 permit compliance categories (A1, A2, A3 or B).*

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<b>Additional Points for New- and Non- MS4 Permittees with Supporting Regulations</b>	<b>Points</b>
<ul style="list-style-type: none"> <li>○ Applicant is a new MS4 permittee or is not covered by a MS4 permit; and</li> <li>○ Applicant has in effect, at the time of application, a local construction site erosion control ordinance that includes performance standards equivalent to those in ss. NR 151.11(6m) and 151.23(4m), Wis. Adm. Code.</li> <li>○ Points will only be awarded if proof of the ordinance is provided.</li> </ul>	4
<ul style="list-style-type: none"> <li>○ Applicant is a new MS4 permittee or is not covered by a MS4 permit; and</li> <li>○ Applicant has in effect, at the time of application, a local storm water ordinance for new development and re-development that includes all the requirements of ss. NR 151.121-128, and NR 151.241-249, Wis. Adm. Code.</li> <li>○ Points will only be awarded if proof of the ordinance is provided.</li> </ul>	4



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**6. FISCAL ACCOUNTABILITY – 40 POINTS**

**A. TIMELINE & SOURCE OF STAFF**

**10 POINTS**

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>For each applicable basic milestone listed in the table, fill in the target completion date in column 2 and the source of staff in column 3.</li> </ul>	<p>Applicants must identify the target completion date and source of staff for all applicable basic milestones provided in the application. This may include activities that occurred before the date of the application. However, costs incurred prior to the grant start date cannot be reimbursed because the grant period doesn't start until January 1 of the year after an application is submitted.</p>
<ul style="list-style-type: none"> <li>Add additional project-specific milestones in the blank rows at the bottom of the table and fill in the target completion date and source of staff for each. See example below.</li> </ul>	<p>It is preferred, although not required, for the application to identify additional milestones that reflect additional detail.</p> <p>Applications which provide a well-defined and detailed project timeline demonstrate that the governmental unit has planned the project extensively. Such planning indicates that the project is likely to be successfully completed within the grant period.</p>

**EXAMPLE**

Milestone	Target Completion Date (month/year)	Source of Staff
Prepare preliminary scope of services & discuss with DNR	12/19	Municipal Staff
Prepare request for proposal	1/20	Municipal Staff
Select consultant	2/20	Municipal Staff
Get DNR approval of Professional Services Agreement	2/20	Municipal Staff
Data collection/mapping	3/20-4/20	Municipal Staff & Consultant
Pollutant load modeling	5/20-9/20	Municipal Staff & Consultant
Ordinance drafting	10/20	Municipal Staff & Consultant
Other planning activity (specify) Storm Water Utility Feasibility Study	10/20-12/20	Municipal Staff & Consultant
Other planning activity (specify) Storm Water Pollution Prevention Plan	10/20-12/20	Municipal Staff & Consultant
Complete draft of planning deliverables & submit to DNR	2/20	Municipal Staff & Consultant
Presentation to Municipal Council	3/20	Municipal Staff & Consultant
Finalize planning deliverables	4/20	Municipal Staff & Consultant
Adopt ordinances	6/20	Municipal Council
Implement planning deliverables	7/20	Municipal Staff
Project evaluation	8/20	Municipal Staff

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**SCORING**

<b>Timeline &amp; Source of Staff</b>	<b>Points</b>
Well-documented timeline and staffing plan, including a target completion date and source of staff for all basic milestones, plus additional “other” milestones, if applicable.	7-10 *
Well-documented timeline and staffing plan, including a target completion date and source of staff for all basic milestones.	6
Incomplete or inadequate timeline or failure to identify staff.	0-5 *
<i>*Where a range of points applies, projects are scored within the applicable range based on the level of detail, completeness, and appropriateness of the timeline and staffing plan provided for the proposed project.</i>	

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**B. FINANCIAL BUDGET TABLE**

**10 POINTS**

The header rows in the Financial Budget Table will automatically populate with the planning activities selected by the applicant in Question 2, 3, 4 and/or 5 of the application.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>In column (a) of the budget table, provide a detailed list of sub-activities for each planning activity in the rows. To add rows for additional sub-activities (more than the two rows automatically provided for each activity), click the "+" button to the right of that Best Management Practice (BMP) to add additional rows under that BMP.</li> <li>In column (b) enter the total cost for each planning activity subcomponent. The table will automatically calculate the total cost for each of the main planning activities.</li> </ul>	<p>An application presenting a more detailed budget demonstrates that the planning of the project by the governmental unit is more advanced compared to a general "guesstimate." If a project's budgetary projections are more solid, and it is virtually ready to bid, then the project is more likely to be successfully completed within the grant period.</p> <p>Presenting more detailed components and subcomponents with applicable size and/or other appropriate descriptive information and the associated costs of each in the budget demonstrates that the planning of the project by the governmental unit is more advanced.</p>
<ul style="list-style-type: none"> <li>In column (c) enter the amount of costs eligible for cost-share reimbursement for each planning activity subcomponent. The table will automatically calculate the total amount eligible for cost sharing for each planning activity.</li> </ul>	<p>If the project includes significant work that addresses drainage and flood control issues, these costs are not eligible for reimbursement and must be excluded from the eligible costs entered in column (c).</p>

**SCORING**

Scoring is based on the level of detail provided in columns (a), (b) and (c). The budget table can earn a maximum of 10 points as follows:

Financial Budget Table	Points
At least three subcomponents and associated budget details are listed for each planning activity.	7-10
At least two subcomponents for each planning activity are listed and detailed.	4-6
At least one subcomponent for each planning activity is listed and detailed.	2-3
Budget table not complete for all planning activities.	0-1

*\*Where a range of points applies, projects are scored within the applicable range based on the level of detail, completeness, and appropriateness of the budget provided for the proposed project.*

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**C. STATE SHARE REQUEST**

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>• Rows (i) and (ii) will automatically populate based on the information entered in the financial budget table. Review this information and ensure it is correct before proceeding.</li> <li>• Row C.1 will automatically populate with the maximum grant award based on information entered in the financial budget table (50% of eligible expenses, up to a maximum of \$85,000). Review this information and ensure it is correct before proceeding.</li> <li>• In row C.2 enter the requested grant (state-share) amount. The requested grant amount must be equal to or less than the maximum grant amount in row C.1.</li> </ul>	<p>Applicants are encouraged to coordinate and leverage funds from a variety of sources for their projects. To this end, additional points can be earned by requesting UNPS funding that is lower than the maximum award amount and cost-share rate.</p>

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**D. POINTS FOR ADDITIONAL FUNDING**

**10 POINTS**

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check boxes C.5 and C.6, respectively, if the requested state share in row C.2. is:                             <ul style="list-style-type: none"> <li>below the \$85,000 cap <b>and</b></li> <li>less than the maximum cost-share amount in row C.1.</li> </ul> </li> <li>If both C.5 and C. 6, are checked, the form will automatically calculate the number of points earned for additional funding. Review this calculation and adjust your state share request accordingly if points earned for this question are higher or lower than intended.</li> </ul>	<p>Funds to meet the required local share included in the proposed grant application are not considered for additional points. Funding sources that reduce the local share, but do not decrease the state share, also do not earn extra points.</p> <p>Cost-share funds from the Department of Agriculture, Trade and Consumer Protection are considered part of the state share and not part of the local share.</p>

**SCORING**

Applicants earn one-half point for each percentage point less than the maximum state cost-share rate (calculated in cell (x)(d) of the Financial Budget Table), up to a maximum of 10 points.

- If total eligible project costs are \$170,000 or less ( $\$170,000 \times 50\% = \$85,000$ ), the percent cost-share rate is calculated as follows: **state share request ÷ total eligible project costs.**
- If total eligible project costs are greater than \$170,000, the percent cost-share rate is calculated as follows: **state share request ÷ \$170,000.**

Points earned for this question are calculated as follows: **(50% - percent cost-share rate) ÷ 2.**

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**E. COST-ESTIMATE QUALITY**

**10 POINTS**

**DIRECTIONS**

- Select the option that most closely describes how project cost estimates were derived.
- Review the documentation requirements that appear below your selection. If you can provide the required information, check the box(es), and attach the required documentation as directed.
- If unable to provide the required documentation for your selection, select a different option.

**EXPLANATION**

Project costs calculated based on detailed a scope are likely to be more accurate than those based on general information. Detailed project scopes that have been competitively bid are likely to be the most accurate and cost-effective.

**SCORING**

Option	Method Used to Calculate Cost Estimates	Points
a	Project costs are based on multiple competitive bids on the proposed project scope. The project scope of services and competitive bids are attached.	9-10 *
b	Project costs are based on a draft scope of services and an estimate of hours and an average hourly rate for each task and subtask, plus the estimated cost of any travel, supplies and other expenses required for each task. The draft scope of services and a spreadsheet showing the estimate of hours, hourly rate, travel, supplies and other expenses for each task and subtask are attached.	4-8 *
c	Project costs are based on similar projects conducted locally (i.e., a nearby municipality in the same region of the state).	3
d	Project costs are based on similar projects conducted in a different region of the state or neighboring state.	2
e	Project and costs are less specific than choices above.	0-1 *

*\*Where a range of points applies, projects are scored based on the quality of the attached information supporting the selected category.*

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**7. PROJECT EVALUATION STRATEGY – 10 POINTS**

DIRECTIONS	EXPLANATION
<p>1. Check “yes” to question 7 if information that quantifies how project implementation is projected to decrease storm water impacts on state waters will be provided to the DNR in one or more planning activity deliverables AND in the Final Report.</p> <p>2. If checked, then do both of the following:</p> <ul style="list-style-type: none"> <li>• For A, identify the planning activity deliverable that will be developed as part of the proposed project that will quantify the decreased storm water impacts on waters of the state, and then check “yes” to box A; and</li> <li>• For B, provide a description of how decreased storm water impacts on waters of the state will be quantified in the planning product(s) identified in A, and in the final report. Address pollutant types, units of measure/time and/or other [e.g., average annual phosphorus reduction (lbs)] in your description</li> </ul>	<p>Evaluation is an important part of a nonpoint source pollution control project. Grantees are required to prepare and submit a final project report with modeled pollutant loading reduction results with their final reimbursement request.</p> <p>The evaluation strategy must consist of a summary report to the DNR that quantifies how implementation of the project (such as a storm water management plan, ordinance, or utility) is projected to decrease storm water impacts on waters of the state. This should include how implementation will help achieve state non-agricultural performance standards contained in ch. NR 151, and address pollutant types, units of measure/time and/or other [e.g., average annual phosphorus reduction (lbs.)]. This information must be included in the Final Report [Form 3400-189] and in a deliverable developed as a part of the project, if applicable.</p>

**SCORING**

Project Evaluation Strategy	Points
Applicant answers “yes” AND identifies the planning activity deliverable developed under the proposed project that will quantify decreased storm water impacts on waters of the state and checks “yes”; AND has provided a description of how decreased storm water impacts on waters of the state will be quantified in planning products and final report, including pollutant types, units of measure/time and/or other.	6-10 *
Applicant answers “yes” and provides some, but not all, of the required supporting information.	1-5 *
Applicant answers “no” and/or applicant answers “yes” but does not provide any supporting information.	0

*\*Where a range of points applies, projects are scored based on the quality of the information provided supporting the selected category.*



## 8. WATER QUALITY NEED – 30 POINTS

For each HUC 12 included in the project area, the project must be consistent with at least one water quality need category.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Each of the HUC 12s identified by the applicant in Part II-B, as included in the project area will automatically populate lines 8A, 8B, 8C, 8D, and 8E.</li> <li>For each HUC 12 that appears on line 8A, 8B, 8C, 8D, and/or 8E, on line 1, select groundwater or surface water to indicate the primary water resource type that will be addressed by the project.</li> </ul>	<p>Projects may address water quality needs associated with restoration and/or protection of surface water or ground water.</p>
<ul style="list-style-type: none"> <li>For each HUC 12 on line 2, select the category that identifies the water quality need addressed by the project. Water quality need categories are defined in <a href="#">Attachment E</a>.</li> </ul> <p><i>Note: The answer options for each line 2 are populated based on the applicant's answer to question 1. Therefore, for each HUC 12, the water resource type addressed must be selected (line 1) before answering line 2. Only one water quality need category can be selected for each project.</i></p>	<p>This question deals with consistency of the project with DNR priorities and the water quality needs of the surface or ground water resource affected by the proposed project.</p> <p>Use the Surface Water Data Viewer and the <a href="#">watershed lookup table</a> to identify the applicable surface water quality need category.</p>
<ul style="list-style-type: none"> <li>For each HUC 12 on line 3, select the primary pollutant(s) that must be controlled to address the water quality need selected on line 2.</li> </ul> <p><i>Note: The answer options for line 3 are populated based on the applicant's answer to lines 1 and 2, therefore line 1 and 2 must be filled in for each HUC 12 before answering 3.</i></p> <ul style="list-style-type: none"> <li>If "other" pollutant is selected for this question, enter the name of the pollutant.</li> </ul>	

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>For each HUC 12, on line 4, select the primary pollutant(s) that will be addressed by the project.</li> </ul> <p><i>Note: The answer options for line 4 are populated based on information entered on line 3, therefore line 3 must be completed for each HUC 12 before answering this question.</i></p>	<p>The proposed project must control one or more of the NPS pollutants identified as needing to be controlled on line 3, to address water quality priority selected on line 2.</p>
<ul style="list-style-type: none"> <li>If the water quality need category identified by the applicant on line 2 is among those listed below,                             <ul style="list-style-type: none"> <li>Clean Water Act Section 303(d) List of Impaired Waters;</li> <li>Outstanding or Exceptional Resource Waters (ORW/ERW); or</li> <li>Area of Special Natural Resource Interest (ASNRI)</li> </ul> <p>then the applicant will be prompted to identify the primary water body addressed by the project on line 5.</p> </li> <li>If prompted to do so, select the primary water body addressed by the project.</li> <li>Specify the name of the water body addressed by the project if option 5(b) or (c) is selected.</li> </ul>	<p>The answer options for question 5 are populated based on information entered by the applicant in Part II-B. Specifically, option (a) will be the name of the nearest water resource, and options (b) and (c) respectively, allow the applicant to identify a water body other than the nearest water resource located either in the primary HUC 12, or the HUC 12 immediately downstream of the primary HUC 12.</p>

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**SCORING**

<b>Water Quality Need</b>	<b>Points</b>
EPA-Approved TMDL or DNR-approved TMDL and submitted to EPA	30
Wisconsin Statewide Nutrient Reduction Strategy – Top Watershed for Phosphorus	
Vulnerable Healthy Watersheds	
TMDL in Development	25
303(d)/Impaired water listed for Total Suspended Solids (TSS) or Total Phosphorus (TP), caused by nonpoint source pollution	
Outstanding & Exceptional Water Resources (ORW/ERW)	
303(d)/Impaired water listed for pollutant other than TSS/TP, caused by nonpoint source	20
Other Areas of Special Natural Resource Interest (ASNRI)	
Surface Water Quality	10
<b>Groundwater Categories</b>	
Exceeds Groundwater Enforcement Standard (ES)	30
Statewide Nutrient Reduction Strategy – Top Watershed for Nitrates	
Exceeds Groundwater Preventative Action Limit (PAL)	25
Groundwater Susceptible to Contamination by Ag NPS Pollutants	10

## 9. DRINKING WATER BONUS – 7 POINTS

A project with water quality goals relating to reducing nonpoint source contaminants in community and non-community public drinking water supplies may earn up to seven bonus points. Community and non-community public drinking water supplies include: Municipal water supplies (chs. NR 809 and 811); Other-Than-Municipal (OTM) water supplies (NR 809 and 811); Non-Transient water supplies (NR 809 and 812); and Transient water supplies (NR 809 and 812).

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Columns (1), (2), and (3), respectively, of the Drinking Water Bonus table automatically populate with the name of each HUC 12 in the project area (as entered in Part II-B), the water resource type (ground or surface) addressed by the project (as entered in Part IV-8), and the percent of the project area in each HUC 12 (as entered in Part II-B). Review this information to confirm it is correct.</li> <li>If the project's water quality goals relate to the reduction of nonpoint source contaminants in community or non-community public drinking water supplies, answer Question 9 by selecting the drinking water bonus category that applies to each HUC 12 in column 4 of the table.</li> </ul>	<p>The answer options for each row of column 4 of the Drinking Water Bonus table are populated based on the water resource type addressed, so make sure each row of column 2 is correct before selecting answers in column 4.</p>
<ul style="list-style-type: none"> <li>For each HUC 12 where surface water is the primary water resource, select the drainage area where the project is located in column 4. Use the <a href="#">watershed lookup table</a> to determine if each HUC 12 is located in a drinking water bonus area.</li> </ul>	<p>If the project's water quality goal is surface water protection, the number of bonus points is based on the surface water drainage area where the project is located. <a href="#">Attachment E</a> contains a map that shows drainage areas for which bonus points can be awarded and the number of points corresponding to each area.</p>
<ul style="list-style-type: none"> <li>For each HUC 12 where groundwater is the primary water resource select the statement that applies in column 4.</li> <li>Applicants should contact DNR Regional Drinking Water &amp; Groundwater staff to determine the type and location of wells affected by the proposed project.</li> </ul>	<p>If the project's water quality goal is groundwater protection, then the number of bonus points awarded is based on the type of water supply wells in the project area.</p> <p>This information will be verified by the DNR Regional NPS Coordinator. The geographic location of the project will have to be provided to the DNR staff so they can make the determination based on maps which may not be available to the public.</p>

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**SCORING**

<b>Drinking Water Bonus - Groundwater</b>	<b>Points</b>
Wellhead protection area of a municipal well	7 *
Within 1,200 feet of a municipal well for which a wellhead protection area is not delineated	
Within 1,200 feet of an "Other-Than-Municipal" water supply well	
Within 1,200 feet of a Non-Transient water supply well	
Within 200 feet of a Transient water supply well	3 *
None of the above	0 *
<b>Drinking Water Bonus – Public Drinking Water Supply Source Water Assessment Areas</b>	<b>Points</b>
Lake Winnebago	7 *
Oak Creek	
Root River	
St. Louis and Nemadji Rivers	
Fish Creek	6 *
Menominee River	
Milwaukee River	
Sauk Creek	
Sheboygan and Onion Rivers	
Twin Rivers	
Pike River and Pike Creek	5 *
Kewaunee and Ahnapee Rivers	3 *
Manitowoc River	

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**10. EVIDENCE OF LOCAL SUPPORT – 8 POINTS**

**A. GOVERNMENT**

In Question 10, Part A, applicants may check more than one option - check all that apply

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check box 1 if some, or all, of the local-share amount for this project is specifically included in an <u>adopted</u> budget, i.e., a budget that has already been adopted at the time of application.</li> <li>If box 1 is checked, attach a copy of the adopted budget to the application and enter the name of the budget document(s), amount(s) budgeted, and date(s) of adoption in table 1.</li> </ul>	<p>This question assesses the operational soundness of the proposed project. If the local share is already budgeted, then it's more likely that the project will be successfully completed within the grant cycle.</p> <p>An adopted budget has to have been adopted at the time of application. The time period of the adopted budget must coincide, at least in part, to the time period of grant award. The time period covered by the adopted budget and budget line appropriated for the project local share must be apparent from the documentation submitted to earn points for this category.</p> <p>A budget request is not an adopted budget and will not earn points for this category.</p> <p>The DNR recognizes that this application is due prior to the adoption of most <u>governmental unit</u> budgets, and that most applicants will not meet the requirements to earn points for this category</p>
<ul style="list-style-type: none"> <li>Check box 2 if some or all of the local-share funds for this project are already specifically included in a <u>proposed</u> budget.</li> <li>If box 2 is checked, attach a copy of the proposed budget to the application and enter the name of the budget document(s), amount(s) budgeted, and date(s) of anticipated adoption in table 2.</li> </ul>	<p>An adopted capital improvement plan is a CIP that has already been adopted at the time of application. To earn points for this category, the time period covered by the CIP must coincide, at least in part, to the time period of grant award.</p> <p>A budget request is not a proposed budget and will not earn points for this category</p>

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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check box 3 if some or all of the local-share amount for the project is not specifically included in an adopted or proposed budget but will be included in one or more proposed budget(s) or provided by another non-state funding source.</li> <li>If option 3 is checked, enter the name of the future proposed and/or funding sources, and the anticipated amounts from each that will be allocated towards the local share amount of the proposed project.</li> </ul>	<p>The sum of the amounts entered in tables 1, 2, and 3 must equal the local share amount from Question 2C.</p> <p>Some examples of budget documents that would earn points here include a proposed municipal operating or utility budget, or a resolution that commits to budgeting the project's local share.</p> <p>A budget request is not a proposed budget and will not earn points for this category.</p>

**SCORING**

Option	Evidence of Local Support: A Government	Points
1	Local-share funds for the project expenses are already included specifically in an <b>adopted</b> budget (i.e., has already been adopted at the time of application) and the requested supporting information is attached.	8 *
2	Local-share funds for the project expenses are already included specifically in a <b>proposed</b> budget and the requested supporting information is attached.	6 *
3	Local-share funds for the project expenses are not include in an adopted or proposed budget, however, acceptable funding sources have been identified.	1 *
4	Local-share funds for the project expenses are not include in an adopted or proposed budget and no funding sources are identified.	0 *

*\*If more than one statement applies, the score for this question will be pro-rated, based on the dollar amount in each category.*

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## B. COMMUNITY

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Select option 1 if all of the following are true: <ul style="list-style-type: none"> <li>there is local support for the project from community stakeholders;</li> <li>the local support from community stakeholders is specifically for the proposed project; and</li> <li>evidence of this local support is attached to the application.</li> </ul> </li> <li>If option 1 is selected, review 1a through 1c, and check all that apply. <ul style="list-style-type: none"> <li>Check box 1a if there is support from local <u>citizen groups</u>, and letter(s) or other evidence of this support is attached to the application.</li> <li>Check box 1b if there is support from municipal committees or councils representing the applicant(s), and letter(s) or other evidence documenting this support are attached to the application.</li> <li>Check box 1c if there is support from other local community stakeholders impacted by the project (i.e., other than citizen groups or municipal government) and letter(s) or other evidence documenting this support are attached to the application. If box 1c is checked, identify the other local stakeholders and explain how they are impacted by the project.</li> </ul> </li> </ul>	<p>Evidence of support can be letters, resolutions or excerpts from public meeting records, which must be submitted with the application. These are in addition to the GRR.</p>



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DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>• Select option 2 if the following are true:                             <ul style="list-style-type: none"> <li>• there is local support for the project from community stakeholders;</li> <li>• the local support from community stakeholders is for addressing water resource needs in the community, rather the proposed project specifically; and</li> <li>• the required supporting information is attached to the application.</li> </ul> </li> <li>• If option 2 is selected, review 2a through 2c, and check all that apply.                             <ul style="list-style-type: none"> <li>• Check box 2a if there is local support from citizen groups, and evidence documenting this support is attached to the application.</li> <li>• Check box 2b if there is local support from municipal committees or councils representing the applicants, and evidence documenting this support is attached to the application.</li> <li>• Check box 2c if there is local support from community stakeholders (including individuals) impacted by the project (other than citizen groups or municipal committees/councils) and evidence documenting this support is attached to the application. If box 2c is checked, identify the “other” stakeholders and explain how they are impacted by the project.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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**SCORING**

<b>Option</b>	<b>Evidence of Local Support: B Community</b>	<b>Points</b>
1a	The application includes documentation of local support from local citizen groups specifically for the project proposed.	4 *
1b	The application includes documentation of local support from local municipal committees or councils specifically for the project proposed.	2 *
1c	The application includes documentation of support from other local community stakeholder impacted by the project, specifically for the project proposed.	2 *
<b><u>OR</u></b>		
2a	The application includes documentation of local support from local citizen groups stakeholders for addressing water resource needs in the community.	2 *
2b	The application includes documentation of local support from local municipal committees or councils for addressing water resource needs in the community.	1 *
2c	The application includes documentation of support from other local community stakeholder(s) impacted by the project for addressing water resource needs in the community.	1 *
*Applications can earn points for Question 10B1 <b><u>OR</u></b> 10B2, but not both. Applicants can earn up to 8 points total for option 1 OR up to 4 points total for option 2.		

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**11. DISADVANTAGED COMMUNITY BONUS POINTS - 5 POINTS**

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>List all of the towns, villages, or cities included in the project area.</li> <li>Explain how the project is benefitting the communities where it is located.</li> </ul>	<p>List all the towns, villages, and cities where the project is located.</p> <p>If the project benefits any of the communities included in the project area, the department will calculate an area weighted average Disadvantaged Community Index for the listed towns, villages or cities after the application has been submitted to determine if the project qualifies for the bonus points</p> <p>The index is calculated using the methodology detailed in Section X of department's Environmental Improvement Fund (EIF) SFY 2023 <a href="#">Clean Water Fund Program (CWFP) Intended Use Plan</a>. The methodology can be found <a href="#">here</a>. The index (Table 7) includes the following factors: Population, Median Household Income (MHI), family poverty percentage, population trend, unemployment rate, and lowest quintile household income (LQI).</p> <p>A community can benefit from a project in many ways. For example, how was the community involved in the decision of where to locate the practice? In addition to water quality improvement, what other ancillary benefits will the practice bring to the community?</p>
<b>SCORING</b>	
11. Disadvantaged Community Bonus Points	Points
The applicant explained how the communities benefit from this project and the disadvantaged community index score $\geq 110$ .	5
The applicant did not explain how the communities benefit from this project and/or the disadvantaged community index score $< 110$ .	0

## 12. CONSISTENCY WITH RESOURCE MANAGEMENT PLANS – 3 POINTS

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>• Check box A if the proposed project implements a water quality recommendation from a current locally approved resource management plan – i.e., one that has been adopted or updated within the past 10 years, other than a TMDL report, TMDL implementation plan, or County Land and Water Resource Management Plan.</li> <li>• If box A is checked, identify the type(s) of locally approved plans that includes water quality recommendation(s) that the proposed project will implement by checking one or more of boxes B.1 through B.10.</li> <li>• For each plan type checked, provide the name and publication date of the locally approved resource management plan(s).</li> <li>• For each plan identified, attach pertinent pages of the local plan(s) to the application, OR provide a URL to the document and note pertinent page numbers.</li> <li>• For each plan identified, summarize, in the space provided, the water quality recommendation(s) in the approved resource management plan that the proposed project will implement. This information must be provided to earn the points.</li> <li>• Applicants may attach additional plans to their application if the number applicable plans do not fit in the space provided by the form, however, no additional points are earned for additional plans.</li> </ul>	<p>Applicants following locally approved resource management plans are more likely to have a successfully implemented project. To earn points, projects must implement a water quality recommendation from a locally approved resource management plan, other than a TMDL report, TMDL implementation plan, Storm water management plan, or County Land &amp; Water Resource Management Plan.</p> <p>Eligible locally approved plan types could include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Smart Growth;</li> <li>• Green Tier Legacy Community;</li> <li>• Water Star;</li> <li>• Wellhead protection;</li> <li>• Lake management;</li> <li>• Regional water quality;</li> <li>• Remedial action; and/or</li> <li>• Other watershed-based nonpoint source control plans (e.g. 9 key element plans).</li> </ul>

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**SCORING**

<b>CONSISTENCY WITH RESOURCE MANAGEMENT PLANS</b>	<b>POINTS</b>
Existing, locally approved resource management plans (other than TMDL report, TMDL implementation plan, or County Land & Water Resource Management Plan) that directly support the proposed project in this application exists, and all information requested on the application is provided.	3
Existing, locally approved resource management plans that directly support the proposed project in this application exists, but all required information is not provided.	0
No locally approved resource management plans that directly support the proposed project in this application.	0

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**13. CITY OF RACINE – 1 POINT**

**DIRECTIONS**

Check the box on the application form if this is an application from the City of Racine for a project that is necessary to enable the City to comply with a storm water permitting requirement.

**SCORING**

<b>CONSISTENCY WITH RESOURCE MANAGEMENT PLANS</b>	<b>POINTS</b>
Applicant is the City of Racine	1
Applicant is not the City of Racine	0

## PART V. LOCAL IMPLEMENTATION MULTIPLIER

This section is optional for Non-Permitted MS4s and not needed for Permitted MS4s. For any Non-Permitted MS4, select all that are in place as of the application submittal date and provide the required documentation if A, B and/or C is checked.

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>Check box A if the governmental unit is currently, (at the time of application) implementing a pollution prevention information and education program targeted for property owners and other residents.</li> <li>If box A is checked, include electronic copies of both of the following submitted with this application: <ul style="list-style-type: none"> <li>Description of the efforts to understand storm water issues in the community</li> <li>Provide examples of any printed materials created and distributed during the last two years.</li> </ul> </li> <li>Check boxes A.1 and A.2 to indicate the required electronic materials have been submitted.</li> </ul>	<p>An applicant can increase the final project score by qualifying for an optional project multiplier.</p> <p>The applicant may qualify for the project multiplier where a local government conducts additional activities which implement a broader storm water management program within the designated project area.</p> <p>The DNR will use the information provided to determine whether a multiplier is appropriate, consistent with s. NR 155.19(4).</p> <p>If the project does not qualify for a project multiplier, the initial project score will be the final score.</p>
<ul style="list-style-type: none"> <li>Check box B if the governmental unit is currently, (at the time of application) tracking storm water permitting activity (construction and post-construction) in the governmental unit and an electronic copy of summary information from the last two years is submitted with this application.</li> </ul>	

## URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

DIRECTIONS	EXPLANATION
<ul style="list-style-type: none"> <li>• Check box C if the governmental unit is currently, (at the time of application) implementing a nutrient management plan for municipally-owned properties of pervious area where nutrients are applied and copies of items 1 and 2 below are attached to this application. <ul style="list-style-type: none"> <li>• If box C is checked, attach copies of both of the following to your application: <ul style="list-style-type: none"> <li>• labeled map of all municipally owned pervious areas located in the project area; and</li> <li>• nutrient management plan for each municipally-owned pervious area (these areas are typically athletic fields).</li> </ul> </li> </ul> </li> <li>• Check boxes C.1 and C.2 to indicate the required materials are attached to the application.</li> </ul>	<p>Municipally-owned pervious areas where no nutrients are applied should be labeled as such on the map of all municipally owned pervious areas located in the project area.</p> <p>Keep in mind that this multiplier applies to ALL municipally owned properties where nutrients are applied, regardless of size. This means that applicants that apply nutrients any municipal properties without a nutrient management plan do not qualify for the multiplier – regardless of whether the parcel is less than 5 acres. Examples of these areas include athletic fields and golf courses.</p>
<b>SCORING</b>	
<p><u>MS4s</u></p> <p>Existing MS4s will automatically receive the local implementation multiplier because these items are required as part of the permit.</p>	
<p><u>Non MS4s:</u></p> <p>If all the multiplier activities are in effect at the time of application submittal and sufficient documentation is provided, the DNR will multiply the initial project score from Part IV of this application by a factor of 1.1.</p> <p>If some, but not all the multiplier activities are in effect at the time of application, or if sufficient documentation is not provided for one or more of the activities, then no multiplier is earned, and the initial project score from Part IV will be the final score.</p>	



## OPTIONAL ALTERNATIVE FUNDING

Check this box if the applicant requests that the DNR also submit a copy of this application to the upcoming Sewer Overflow & Stormwater Reuse Municipal Grant (OSG) Program.

The portion of the proposed project not funded by a UNPS grant (including the local share) may be eligible for a grant from the Clean Water Act “Sewer Overflow & Stormwater Reuse Municipal Grant (OSG) Program”. Checking this box in your UNPS grant application serves as a “notice of interest” for OSG grant funding availability. It is not a substitute for an OSG application. The DNR will be administering Wisconsin’s allocation of this funding from the U.S. Environmental Protection Agency (EPA). More information regarding the OSG Program is available on the EPA web site at: <https://www.epa.gov/cwsrf/sewer-overflow-and-stormwater-reuse-municipal-grants-program>.

## OPTIONAL PROJECT SUMMARY

Provide a project summary in the space provided. The project summary is optional and will not be scored. Where discrepancies exist between the optional project summary and information entered in Part IV of the application, Part IV of the application shall govern.

## OPTIONAL CONSULTANT CONTACT

If the applicant would like a consultant to be copied on correspondence regarding this grant application, enter the optional consultant contact information in the space provided.

## OPTIONAL ADDITIONAL INFORMATION

There may be aspects of the project that do not fit neatly into the categories covered by this application but will lead to a better understanding of the project by the grant application reviewers. Enter this information in the space provided.

## APPLICANT CERTIFICATION

The [Authorized Responsible Government Official](#) must sign and date the application form prior to submittal to the DNR.

The name or job title of the [Authorized Responsible Government Official](#) (who is authorized to sign contracts on behalf of the local unit of government) must sign as shown on the Governmental Responsibility Resolution (see [Attachment I](#)) and date the application form prior to submittal to the DNR.

## ATTACHMENT A: GEOGRAPHIC & WATER RESOURCE INFORMATION FOR WATERSHEDS

Applicants may look up geographic and water resources information required to complete this application on the DNR's Surface Water Data Viewer (SWDV). The SWDV provides information about water resources; *i.e.*, watershed name, watershed code, impaired waters, and areas of special natural resource interest (ASNRI). The following instructions will help you identify the map layers needed to fill out your application. If you need additional help, please contact your Regional NPS Coordinator listed at <http://dnr.wi.gov/topic/nonpoint/NPScontacts.html>.

Go to: <http://dnrmaps.wi.gov/sl/?Viewer=SWDV>.

1. Use either the Find Location tab followed by the Find Location tool, or the Zoom In tool to go to the project area.
2. Once in the project area, click on the Show Layers tool and select the following layers as needed to complete your application:
  - a. Base Maps > cities, roads & boundaries; surface water; air photos; and digital topographic maps
  - b. Surface Water > 24K Hydrography
  - c. Watershed Boundaries > Hydrologic Units > 12 digit HUCs
  - d. Assessments & Impairments > 303(d) listed Impaired waters
  - e. Priority Navigable Waterways > Areas of Special Natural Resource Interest
  - f. Clean Water Act Standards & Uses > O/ERW Waters
  - g. Permits & Determinations > Navigability determinations (not all streams have been assessed)
  - h. Wetlands & Soils > Wetland Inventory; Wetland Indicators (use both)
3. Use the Point Identify tool to get attribute information related to the site for each map layer open. Click on the Identify button and then on the map location you are interested in to view information about that point.
4. The results will appear on the left side. You can scroll to see all of the data or choose to print it. If you do not see the necessary information on the left of the screen, you probably need to zoom in more.
5. To find the associated latitude and longitude of a point, click on the map; to the far right on the tools bar the coordinates of the clicked location appear.

## ATTACHMENT B: DEFINITION OF URBAN AREA & EXISTING URBAN DEVELOPMENT

**Disclaimer:** This attachment contains a summary of the administrative rule requirements. Where discrepancies exist the provisions of the rule will govern.

Under s. NR 155.12 (31), s. NR 155.15(1)(b), and NR 151.002 Urban Nonpoint Source Construction grant projects must serve an area that meets both the definition of urban area and existing urban development.

Existing urban development means urban development in existence on or before October 1, 2004, as per NR 151.002 (14g).

**Urban area** is defined as an area comprised of one or more of the following:

- an area with a population density of 1,000 or more persons per square mile;
- industrial or commercial land uses; and/or
- island parcels of land completely surrounded by areas in the previous two categories.

- **Urban Areas**

### Residential

(population density  $\geq 1,000$  persons/mi<sup>2</sup>)

- The population density must correlate to the project area. If the project area covers only part of a governmental unit, then the density calculation is based only on the area and population within the project boundary.
- The project area population shall be that shown by the latest decennial census or by a subsequent population estimate under s. 16.96, Wis. Stats.

### Commercial

- Strip commercial, office parks, shopping centers and downtown commercial.
- Governmental, institutional, transportation and recreational uses that contain source generating an above average amount of rainfall runoff volumes and/or pollutant loads, such as parking lots, streets, storage areas, or large landscaped areas.

### Island parcels

Parcels of land completely surrounded by urban land covers, i.e. commercial, industrial, or residential  $\geq 1,000$  person/mi

### Industrial

- Publicly owned or operated\* manufacturing and non-manufacturing industrial land uses, including sites requiring coverage under subch. II of ch. NR 216;
- Privately owned manufacturing and non-manufacturing industrial land uses, but only those source areas not covered by a ch. NR 216 storm water discharge permit. For example, separate employee parking areas or landscaped areas that are not contaminated with industrial activity.

*\* owned or operated by a governmental unit or the UW Board of Regents*

## ATTACHMENT C: ELIGIBLE PLANNING ACITIVITES

**Disclaimer:** This attachment contains a summary of the administrative rule requirements. Where discrepancies exist the provisions of the rule will govern.

Section NR 155.16 ([http://docs.legis.wisconsin.gov/code/admin\\_code/nr/100/155.pdf](http://docs.legis.wisconsin.gov/code/admin_code/nr/100/155.pdf)) lists local assistance activities eligible for funding in urban project areas under the UNPS&SW Management Grant Program.

**Planning activities are only eligible for UNPS-Planning cost-sharing funding when conducted to address the items listed below, to meet the non-agricultural performance standards in ch. NR 151.**

- storm water quality
- infiltration
- small storm peak flow reduction.

Costs **for work addressing drainage and larger storm flood control** issues unrelated to achieving the water quality goals, **cannot be included in the cost-shared amount.**

### Eligible Activities

- Cost sharing for most activities listed in s. NR 155.16 can be requested using this application. Activities for which this application can be used, and the required deliverable associated with each, are listed in the table below and on the following pages

Eligible Planning Activity	Required Deliverable
Developing or updating a <b>local construction site erosion control ordinance</b> that includes performance standards equivalent to those in ss. NR 151.11(6m) and 151.23(4m), Wis. Adm. Code.	Final draft of new or updated <b>local construction site erosion control ordinance</b> including performance standards equivalent to those in ss. NR 151.11(6m) and 151.23(4m), Wis. Adm. Code.
Developing or updating a <b>local construction site erosion control program</b> that meets the requirements of NR 216.07(4).	<b>Documentation of</b> new or updated <b>local program for implementing</b> a local <b>construction site erosion control ordinance</b> . Program must be consistent with and include all elements/requirements of NR 216.07(4), and the applicable section of their MS4 WPDES permit.
Developing or updating a local <b>storm water ordinance for new and re-development</b> that includes, but does exceed [except as allowed by <a href="#">281.33(6) (a)</a> ], all the requirements of ss. NR 151.121-128, and NR 151.241-249.	Final draft of new or updated <b>local storm water ordinance</b> regulating new development and re-development including all the requirements of ss. NR 151.121-128, and NR 151.241-249.

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<b>Eligible Planning Activity</b>	<b>Required Deliverable</b>
Developing or updating a local <b>post-construction storm water management program</b> that meets the requirements of NR 216.07(5).	<b>Documentation of new or updated program for implementing local post-construction storm water management ordinance.</b> Program must be consistent with and include all elements/requirements of NR 216.07(5), and the applicable section of their MS4 WPDES permit.
Developing or updating a <b>storm sewer system map</b> that meets the requirements of NR 216.07(7).	New or updated <b>storm sewer system map</b> that is consistent with and <b>includes all elements/requirements of NR 216.07(7)</b> , and the applicable section of their MS4 WPDES permit.
Developing or updating a <b>storm water pollution prevention plan</b> that meets NR 216.07(6).	New <b>storm water pollution prevention plan</b> that is consistent with and includes all elements/requirements of NR 216.07(6), and the applicable section of their MS4 WPDES permit. Updated storm water pollution prevention plan that is consistent with and includes some or all elements/requirements of NR 216.07(6), and the applicable section of their MS4 WPDES permit. Planning with the goal of reducing the discharge of chlorides and other deicing products is an eligible part of this plan. Surveying existing outfalls and water conveyances within the MS4, including streams, with the goal of high priority locations to reduce erosion, is an eligible part of this plan.
Developing or updating a <b>storm water quality management plan for meeting the developed urban area performance standards</b> of s. NR 151.13(2)(b)1., Wis. Adm. Code, and the applicable section of their MS4 WPDES permit, including TMDL requirements, if applicable.	New or updated <b>report documenting the storm water quality management plan for meeting the developed urban area performance standards</b> of s. NR 151.13(2)(b)1., Wis. Adm. Code, and the applicable section of their MS4 WPDES permit, <b>including TMDL requirements, if applicable.</b> At minimum, elements of the storm water quality management plan must include land use and existing BMP mapping; sewershed and watershed delineations; existing BMP characteristics; a summary of pollutant load modeling methodology; modeling calculations; and mapped locations, general characteristics, and cost estimates of BMPs evaluated for meeting the developed urban area performance standards. Evaluated BMPs shall be ranked in the plan according to their feasibility and cost-effectiveness.
Developing or updating a local <b>illicit discharge ordinance</b> that meets the requirements of NR 216.07(3)(a)	New or updated draft of <b>local illicit discharge ordinance</b> that is consistent with and includes all elements/requirements of NR 216.07(3)(a), and the applicable section of their MS4 WPDES permit.

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<b>Eligible Planning Activity</b>	<b>Required Deliverable</b>
Developing a <b>low impact development (LID) OR conservation subdivision ordinance</b> .	Final draft of new or updated <b>LID or Conservation Subdivision ordinance consistent with the USEPA definition of LID</b> as documented on their website at <a href="https://www.epa.gov/nps/urban-runoff-low-impact-development">https://www.epa.gov/nps/urban-runoff-low-impact-development</a> .
Developing or updating one or more <b>ordinance(s)</b> related to municipal or pollution prevention activities, or other activities <b>that affect the quality of runoff from developed urban areas</b> .	Final draft of new or updated <b>ordinance affecting the quality of runoff from developed urban areas</b> named in line B.1 of the application form, for the reasons described in line B.2 and other than a storm water, erosion control, illicit discharge, or low-impact development ordinance.
Developing or updating a <b>public education and outreach program</b> to increase the awareness of storm water pollution impacts on waters of the state and encourage changes in public behavior that reduce such impacts. The program shall have measurable goals and meets the requirements of NR 216.07(1).	<ul style="list-style-type: none"> <li>• <b>Documentation of new or updated public education and outreach program</b> to increase the awareness of storm water pollution impacts on waters of the state and to encourage changes in public behavior that reduce such impacts, that includes measurable goals and, at a minimum, all elements/requirements of NR 216.07(1), and the applicable section of their MS4 WPDES permit.</li> <li>• <b>Documentation of public education and outreach meetings and events</b> during the grant period including outreach topics covered, staff/educations involved and number of participants.</li> </ul>
<b>Public education and outreach activities</b> , including forming partnerships to cost-effectively manage urban runoff; preparing and using educational materials and strategies; developing and conducting demonstrations, tours and activities that incorporate citizen involvement; and other activities that increase awareness of storm water pollution impacts and encourage changes in behavior to reduce impacts.	<ul style="list-style-type: none"> <li>• A summary of program activities and accomplishments during the grant period</li> <li>• Documentation of all meetings and events during the grant period including outreach topics covered, staff/educations involved and number of other participants (names and titles of participants if available)</li> <li>• Electronic copies of outreach materials utilized during the grant period</li> <li>• Electronic copies of outreach materials developed during the grant period</li> <li>• A summary of program evaluation or outcomes</li> </ul>



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<b>Eligible Planning Activity</b>	<b>Required Deliverable</b>
Preparation of a <b>storm water financing feasibility analysis</b> , including a local storm water program budget for implementation of subchapter III of ch. NR 151 performance standards, a financial analysis of alternative funding mechanisms for each program element, and a plan that identifies/recommends how each program element is/will be funded.	<b>Documentation of a new or updated feasibility analysis evaluating alternative funding mechanisms for municipal storm water quality program.</b> At a minimum, this documentation shall be comprised of a local storm water program budget covering implementation of all elements of subchapter III of ch. NR 151 performance standards (e.g. capital costs, O&M, debt service, administrative, outreach, etc.) including an explanation of all assumptions used in developing the budget; financial analysis of one or more alternative funding mechanisms for each storm water program element, and a plan that identifies/recommends how each program element is/will be funded.
Development and <b>implementation of a dedicated revenue source</b> , such as a storm water utility, to fund a storm water program that implements the performance standards in subchapter III of ch. NR 151.	<b>Documentation that a dedicated revenue source for funding the applicant's storm water program has been implemented</b> by the applicant. Specifically, the implemented revenue source shall provide a dedicated revenue for the implementation of performance standards in subchapter III of ch. NR 151.

**Clarifications regarding eligible UNPS-Planning Activities**

- Reviewing and recommending changes to existing ordinances, or programs, or plans, is not eligible for reimbursement if the required final deliverable is not provided.
- Reviewing existing ordinances, or programs, or plans, and determining that no change or changes are required is not eligible for reimbursement.
- An ordinance and a plan are different deliverables. Specifically:
  - an ordinance is a piece of legislation enacted by a municipal authority; and
  - a plan is a detailed formulation of a program of action.

As such, an ordinance is not acceptable plan development deliverable, and a plan is not an acceptable ordinance development deliverable.
- Eligible expenses associated with developing or updating a local illicit discharge program does not include costs associated with outfall inspection and monitoring.
- Participating in meetings is only eligible for reimbursement if the meetings are directly related to the development of deliverables funded by this grant. Documentation of the meeting date, location, topic, associated eligible deliverable(s) and participants requesting reimbursement for their time is required.
- Eligible expenses associated with developing or updating a storm water quality management plan for meeting the developed urban area performance standards includes developing cost estimates for BMPs proposed by the plan, and identifying potential funding sources to pay for BMPs. This element of a storm water quality management plan is not the same as a storm water financing feasibility analysis.

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- Group membership fees are not a reimbursable expense.

### **Activities that must be applied for using Form 8700-299 for UNPS&SW Construction projects.**

The following activities are eligible for assistance under the UNPS&SW Grant Program but are considered part of BMP construction. Consequently, **funding for these activities must be applied for using Form 8700-299 for UNPS&SW construction projects.** Grantees can be reimbursed for the activities listed below under an UNPS-Construction grant only after the associated BMP has been installed and certified as constructed according to engineering specifications.

- Engineering services, including design and construction.
- Land acquisition and easement purchase, including appraisal costs, as necessary to install structural urban practices.
- Cost of testing materials for use in BMP design, installation, or evaluation.

### **Clarifications regarding eligible UNPS-Planning vs UNPS-Construction Activities**

- Soil borings are considered part of testing materials for use in BMP design, installation, or evaluation, and are not eligible for reimbursement under a UNPS-Planning grant and as such, must be applied for using Form 8700-299 for UNPS-Construction projects as part of an urban BMP construction project.
- Eligible expenses associated with developing or updating a storm water quality management plan for meeting the developed urban area performance standards can include wetland identification at proposed BMP locations identified in the plan – i.e., a desktop or brief field evaluation to determine if wetlands exist at one or more proposed BMP locations. However, wetland delineation is considered part of BMP engineering design, and is therefore not eligible for reimbursement under a UNPS-Planning grant. Funding for BMP engineering design can be applied for using Form 8700-299 for UNPS-Construction projects as part of an urban BMP construction project.
- Eligible expenses associated with developing or updating a storm sewer system map can include a field survey to locate municipal storm sewer system infrastructure and collect information such as rim elevation, invert elevation, pipe diameter, etc. However, topographic survey of proposed BMP locations identified in a storm water quality management plan for meeting the developed urban area performance standards is considered part of BMP engineering design and is therefore not eligible for reimbursement under a UNPS-Planning grant. Funding for BMP engineering design can be applied for using Form 8700-299 for UNPS-Construction projects as part of an urban BMP construction project.



## ATTACHMENT D: SUMMARY OF NON-AGRICULTURAL PERFORMANCE STANDARDS

**Disclaimer:** This attachment contains a summary of the administrative rule requirements. Where discrepancies exist the provisions of the rule will govern.

### Consistency Requirement

To be consistent with non-agricultural performance standards under ch. NR 151 the project must comprehensively address the performance standard that the project focuses on. In addition, local standards addressed by the project (e.g., thermal) must not work at cross-purposes to the State standards. The following criteria apply:

- A project may address **one or more** of the following performance standards for a given geographic area:
  - Construction site performance standards for new development and redevelopment (s. NR 151.11).
  - Post-construction performance standard for new development and redevelopment (s. NR 151.121-128 and NR 151.241-249).
  - Developed urban area performance standard (s. NR 151.13).
- For any of the three specific standards listed above that are selected as a project focus, the project must be comprehensive in its scope. This means that the project must work towards implementing the entire standard, not just bits and pieces. For example, if a community proposes to prepare a storm water plan for new development and re-development, it must address all components of s. NR 151.121-128 and 151.241-249. This means that the plan must address total suspended solids (TSS), peak discharge, infiltration, protective areas, and fueling and maintenance areas. This criterion is waived for components that are already covered by an existing plan of comparable detail in a manner consistent with ch. NR 151. For example, the DNR will fund development of ordinance provisions that address only infiltration if the other components of the standard are already covered by the existing ordinance.
- Some planning products can be expanded to include additional components for which there are no performance standards (e.g., storm water practices to achieve thermal standards). The non-performance standard-based component must not detract from, or in any way work at cross-purposes to, achieving performance standards under ch. NR 151.
- Municipalities are prohibited by [281.33\(6\)\(a\)](#) Wis. Stats. from adopting ordinance provisions stricter than NR 151.121-128 and 151.241-249 unless such provisions are to control storm water quantity/peak flow to address existing or prevent future flooding problems; or are to comply with federally approved total maximum daily load requirements.

### **Non-Agricultural Performance Standards**

The following is a summary of non-agricultural performance standards under subchapters III and IV of ch. NR 151. The administrative code should be consulted for more detailed information.

#### **Section NR 151.11: Construction Sites in New Development and Redevelopment**

During construction, land disturbance of one acre or more will be limited to a discharge of no more than 5 tons/acre/year. In addition, these sites must also prevent tracking of sediment onto roads; prevent the discharge of sediment during site de-watering; protect storm drain inlets; prevent the discharge of sediment from disturbed areas into adjacent waters of the state, prevent the discharge of sediment from drainage ways that flow off the site; prevent the discharge of sediment eroding from soil stockpiles existing for more than seven days; prevent the discharge of sediment from erosive flows at outlets and in downstream channels; prevent the transport of runoff into waters of the state of untreated wash water from vehicle and wheel washing and properly use, store and dispose of chemicals, cement and other construction materials. Preventive measures include maintenance of existing vegetation especially adjacent to surface waters when possible; minimization of soil compaction and preservation of topsoil minimization of construction activity or slopes of 20% or more; and development of a spill prevention and response plan.

#### **Section NR 151.121-128: Post-Construction in New Development and Redevelopment**

Construction sites of one acre or more that were subject to the construction performance standards of s. NR 151.11 must provide storm water management plans that meet the performance standards listed below:

- **Total Suspended Solids**

80 percent of the total suspended solids that would normally run off the site in an average year must be retained. The reduction goal for redevelopment is 40% for parking lots and roads. For in-fill development under five acres that occurs prior to October 1, 2012, the reduction goal is 40%. All other in-fill development has a reduction goal of 80%.

- **Peak Discharge Rate**

The pre-development peak runoff discharge rate for both the 1 year, 24-hour and the 2-year, 24-hour design storm must be maintained or reduced.

- **Infiltration**

A portion of the volume of water running off the site must be infiltrated.

For low connected impervious land uses, (up to 40% connected imperviousness), infiltrate 90% of the pre-development infiltration volume. No more than one percent (1%) of the site would have to be dedicated to meeting the infiltration requirement.

For moderate connected impervious land uses (40% to 80% connected imperviousness), infiltrate 75% of the pre-development infiltration volume. No more than two percent of the site would have to be dedicated to the meeting in the infiltration requirement.

For highly connected impervious land uses (more than 80% connected imperviousness), infiltrate 60% of the pre-development infiltration volume. No more than two percent of the site would have to be dedicated to meeting the infiltration requirement.

The rule identifies situations where infiltration is optional and others where it is prohibited in order to protect groundwater.

### **Protective Areas**

Permanent vegetative buffer areas must be maintained around lakes, streams and wetlands to filter pollutant(s) and protect against erosion. Buffer sizes range from 50-75 feet for most resources, varying according to the type and classification of the water body.

### **Fueling and Maintenance Areas**

Petroleum product runoff from fueling and vehicle maintenance areas must be controlled to remove any visible sheen.

### **Section NR 151.241-249: Transportation Facilities**

Roads and associated structures are also subject to the post-construction performance standards. Some specific modifications are made in recognition of the unique character of transportation facilities:

- Exemption from post-construction performance standards for highway resurfacing, reconditioning or minor re-construction.
- Option to use a water quality-designed swale in lieu of the post-construction performance standard.

**Note: Chapter NR 152: Model Ordinances for Construction Site Erosion Control and Storm Water Management** contains, as appendices, model ordinances for both storm water management and for construction erosion control sites. The performance standards included in the model ordinances are taken from ch. NR 151. Adoption of the ordinances by the governmental unit is voluntary unless otherwise required by state law. The purpose of ch. NR 152 is to bring about uniformity of regulations that affect governmental units.

**Section NR 151.13: Developed Urban Area Performance Standards**

These performance standards apply to incorporated cities, villages and towns with a population density of 1,000 people or more per square mile. These local units of government are responsible for implementing a storm water management program within two years of receiving permit coverage that includes the following:

- Public education on the proper management of leaves and grass clippings, lawn and garden fertilizers, and pet wastes, and the prevention of oil and chemical runoff into storm sewers.
- A municipal program for proper management of leaves and grass clippings, including public information about the program.
- Application of nutrients on municipally-owned property in accordance with a nutrient application schedule.
- Detection and elimination of illicit discharges. Achieve a 20% reduction in total suspended solids, or to the maximum extent practicable, as compared to no controls.

## ATTACHMENT E: WATER QUALITY NEED CATEGORIES

### Category Descriptions

#### Surface Water Category Descriptions

**1. EPA Approved TMDL or Draft DNR Approved TMDL**

The project (or the [location where primary water quality benefit originates](#)) is within the area covered by an EPA-Approved TMDL, or a draft TMDL that has been approved by DNR and forwarded to the United States Environmental Protection Agency (USEPA) for review, and the proposed project will reduce the nonpoint source pollutant(s) addressed by the TMDL.

**2. TMDL In Development**

The project (or the [location where primary water quality benefit originates](#)) is within the area that will be covered by a TMDL that is actively in development by DNR or an independent third-party, and the proposed project will reduce the nonpoint source pollutant(s) addressed by the TMDL. Sufficient resources are available for TMDL development to complete the TMDL within the next 2-3 years.

**3. Clean Water Act Section 303(d) List of Impaired Waters**

The project (or the [location where primary water quality benefit originates](#)) is upstream and in the same HUC12, or in the immediately upstream HUC 12 of a water body (lake or stream) on the latest Clean Water Act (CWA) Section 303(d) List of Impaired Waters, and the cause of the water quality impairment is nonpoint source pollution, and this project will reduce the type of nonpoint source pollutant for which the water is listed. Generally, these waters are identified as being in the “nonpoint source dominated” or “point source/nonpoint source blend” categories.

**4. Wisconsin’s Nutrient Reduction Strategy – Top Watershed for Phosphorus**

The project (or the [location where primary water quality benefit originates](#)) is within a watershed identified as a “Top Watershed for Phosphorus” in Wisconsin’s Nutrient Reduction Strategy, and the water quality goals of the project deal directly with reducing the amount of nonpoint sources of phosphorus carried in runoff to surface waters. For more information about Wisconsin’s Nutrient Reduction Strategy see <http://dnr.wi.gov/topic/surfacewater/nutrientstrategy.html>.

**5. Vulnerable Healthy Watersheds**

The project (or the [location where primary water quality benefit originates](#)) is located within, or upstream and in the same HUC 12 as, a surface water catchment identified as both very healthy and highly vulnerable to degradation in Wisconsin’s Healthy Watersheds Assessment. Specifically, for the purposes of this grant application, such catchments are those that are simultaneously within the top 25% of rank-normalized catchments for both health and vulnerability. To learn more about Wisconsin’s Healthy Watersheds Assessment see <http://dnr.wi.gov/topic/watersheds/hwa.html>.

**6. Outstanding or Exceptional Resource Waters**

A project with water quality goals directly dealing with prevention of degradation due to nonpoint sources of outstanding resource waters (ORW) (per s. NR 102.10) or exceptional resource waters (ERW)(per s. NR 102.12), and that is located (or the [location where primary water quality benefit originates](#) is) upstream in the same HUC12, or in the HUC 12 immediately upstream of, the ORW/ERW water body (lake or stream).

For more information about ORW/ERW, see <http://dnr.wi.gov/topic/surfacewater/orwerw.html>.

**7. Other Areas of Special Natural Resource Interest (ASNRI)**

A project with water quality goals directly dealing with prevention of degradation due to nonpoint sources of pollution in areas of special natural resource interest (ASNRI), and that is located (or the [location where primary water quality benefit originates](#) is) upstream in the same HUC12, or in the HUC 12 immediately upstream of, the ASNRI water body (lake or stream).

For more information about ASNRI waters, see <http://dnr.wi.gov/topic/surfacewater/orwerw.html> and

**8. Surface Water Quality**

A project with water quality goals directly dealing with prevention of surface water quality degradation due to nonpoint source pollution.

**Groundwater Category Descriptions**

**9. Exceeds Groundwater Enforcement Standard (ES)**

A project with groundwater quality goals located in area where representative information indicates there are levels for NPS contaminants that exceed groundwater enforcement standards (ES). Representative information includes at least one sample per square mile, and of the samples taken, greater than 10% should exceed the ES.

**10. Wisconsin's Nutrient Reduction Strategy – Top Watershed for Nitrates**

The project (or the location where water quality need originates) is within a watershed identified as a “Top Watershed for Nitrates” in Wisconsin’s Nutrient Reduction Strategy, and the water quality goals of the project directly deal with reducing nonpoint sources of nitrates to groundwater. For more information about Wisconsin’s Nutrient Reduction Strategy see <http://dnr.wi.gov/topic/surfacewater/nutrientstrategy.html>.

**11. Exceeds Groundwater Preventive Action Limit (PAL)**

A project with groundwater quality goals where representative information indicates there are levels for NPS contaminants that exceed groundwater preventive action limits (PAL). Representative information includes at least one sample per square mile, and of the samples taken, greater than 10% exceed the PAL.

**12. Groundwater Quality**

A project within a geological area defined in s. NR 151.015(18) as susceptible to groundwater contamination, as described in [Attachment F](#)

# URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

## Where to Look Up Information

### Watershed Based Water Quality Need Categories

The following water quality need categories are watershed based. Applicants can determine whether their project's is eligible for water quality need points in the categories, by determining whether the [location where primary water quality benefit originates \(of their project\)](#) is within one of these watersheds.

Applications can look up their watershed(s) in the DNR's [Watershed Restoration Viewer](#) or [watershed lookup](#) table to determine whether their project's watershed falls into one of these categories.

Water Quality Need Category	Restoration Viewer Theme	Layer Group > Layer Name
EPA Approved TMDL or Draft DNR Approved TMDL	<a href="#">Statewide TMDL Status Map</a>	TMDL Basins
TMDL In Development	<a href="#">Statewide TMDL Status Map</a>	TMDL Basins
Wisconsin's Nutrient Reduction Strategy – Top Watershed for Phosphorus	<a href="#">Healthy Watersheds Assessment</a>	Nonpoint Source Planning > Nutrient Reduction Strategy Priorities
Wisconsin's Nutrient Reduction Strategy – Top Watershed for Nitrates	<a href="#">Healthy Watersheds Assessment</a>	Nonpoint Source Planning > Nutrient Reduction Strategy Priorities
Vulnerable Healthy Watersheds	<a href="#">Healthy Watersheds Assessment</a>	Nonpoint Source Planning > Healthy Watershed Applications

## URBAN NONPOINT SOURCE & STORM WATER (UNPS&SW) MANAGEMENT PROGRAM PLANNING GRANT APPLICATION INSTRUCTIONS

### Surface Water Resource Based Water Quality Need Categories

The following water quality need categories are water resource based. Applicants can determine whether their project's is eligible for water quality need points in the categories, by determining whether the [location where primary water quality benefit originates \(of their project\)](#) is upstream of one of these water resources in the same HUC 12, or in the HUC 12 immediately upstream of the primary HUC 12.

Applications can look use the [DNR's Surface Water Data Viewer](#) to determine whether their project is upstream of a surface water resource in one of these categories. See [Attachment A](#) for information on how to use the surface water data viewer.

Water Quality Need Category	Layer Group	Layer Name
Clean Water Act Section 303(d) List of Impaired Waters	Assessments & Impairments	303(d) listed Impaired waters
Outstanding or Exceptional Resource Waters	Clean Water Act Standards & Uses	O/ERW Waters
Other Areas of Special Natural Resource Interest	Priority Navigable Waterways	Areas of Special Natural Resource Interest

### Groundwater Water Resource Based Water Quality Need Categories

The categories listed below are groundwater resource based. Applicants can determine whether their project's is eligible for water quality need points in the categories using local groundwater monitoring data and/or by contacting their DNR Regional Drinking Water & Groundwater staff.

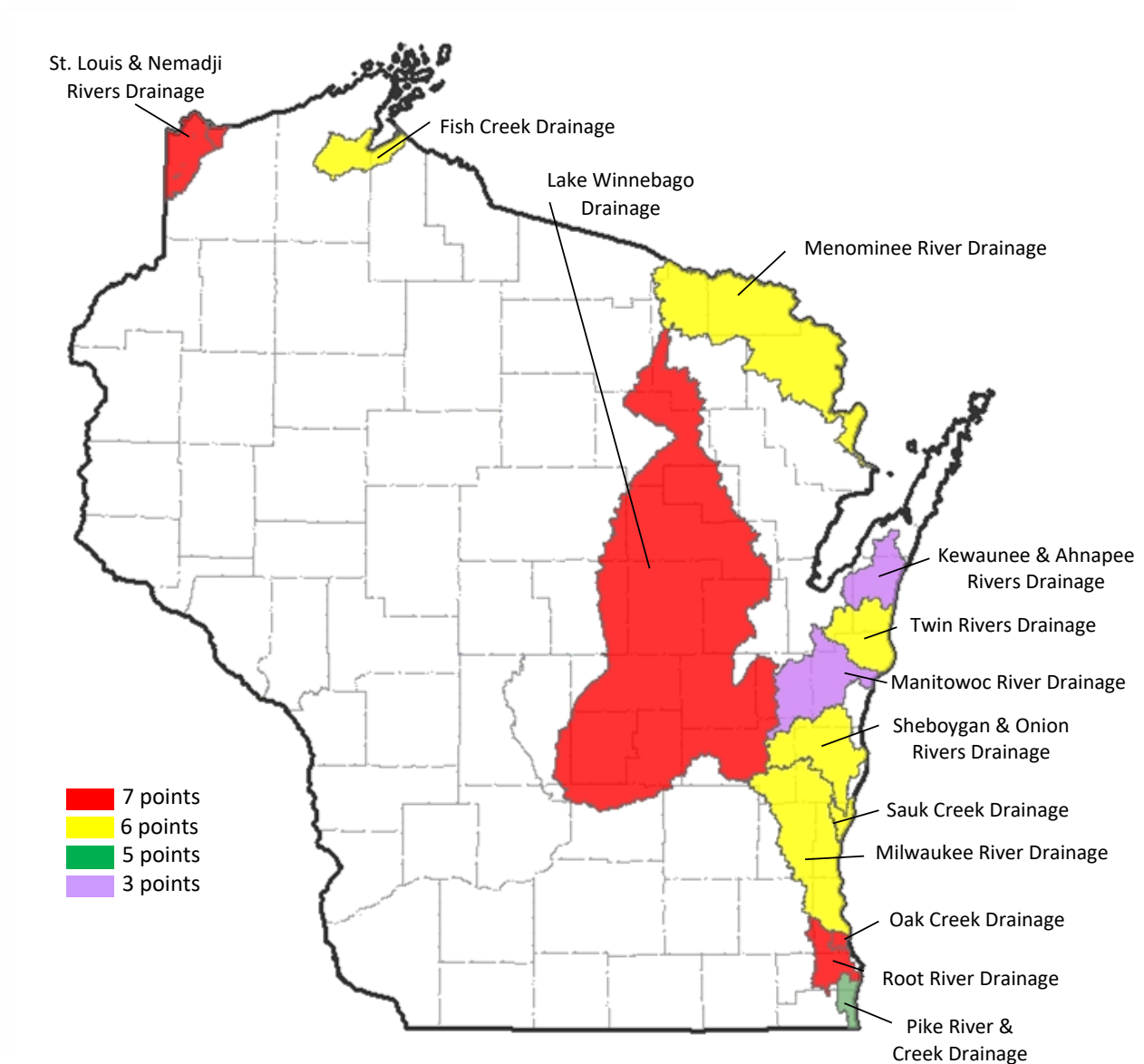
Water Quality Need Category
Exceeds Groundwater Enforcement Standard (ES)
Exceeds Groundwater Preventive Action Limit (PAL)
Groundwater Susceptible to Contamination by NPS Pollutants

Groundwater Susceptible to Contamination by NPS Pollutants means a project within a geological area defined in s. NR 151.015(18) as susceptible to groundwater contamination, as described in [Attachment F](#)



## ATTACHMENT F: PUBLIC DRINKING WATER SUPPLY BONUS POINTS

### Point Designations of Source Water Assessment Areas for Public Drinking Water Supplies



## ATTACHMENT G: GROUNDWATER SUSCEPTIBILITY

Groundwater protection projects are those that reduce pollution to groundwater coming from storm water runoff. This includes projects designed to attenuate storm water flows into [karst features](#) or to reduce or eliminate storm water infiltration in areas with a high public health risk or in areas that contain inadequate soil profiles to properly attenuate pollutants.

**Urban areas** where the DNR has identified storm water infiltration poses an environmental threat to groundwater are listed in s. NR 151.12(5)(c)5. These include:

1. Direct runoff to [karst features](#).
2. Storm water infiltration of runoff from tier 1 and tier 2 [industrial](#) facilities.
3. Storm water infiltration of runoff from runoff from fueling and vehicle maintenance areas.
4. Storm water infiltration in areas within 1,000 feet up-gradient of [karst features](#) or within 100 feet down-gradient from [karst features](#).
5. Storm water infiltration of general urban runoff into soils less than three feet deep to bedrock or seasonally high groundwater.
6. Storm water infiltration of runoff from [industrial](#), [commercial](#) and institutional parking lots and roads, and from residential arterial roads, into soils less than five feet deep over seasonally high ground water or bedrock.
7. Storm water infiltration in areas within 100 feet of a private well or within 400 feet of a community well.
8. Storm water Infiltration through soils that are laden with contaminants of concern as defined in s. NR 720.03(2),
9. Storm water infiltration into soil that does not meet the following criteria:
  - a. At least three feet in depth with 20% fines or greater;
  - b. At least five feet in depth with 10% fines or greater.

## ATTACHMENT H: INTER-GOVERNMENTAL (INTER-MUNICIPAL) AGREEMENT TEMPLATE

### INTERGOVERNMENTAL AGREEMENT REQUIREMENTS FOR JOINT PROJECTS

**Background:** Chapters NR 153 and 155, Wis. Adm. Code, allow local units of government to jointly apply for grant funding through the DNR's Targeted Runoff Management (TRM) and Urban Nonpoint Source Pollution & Storm Water Management Grant Programs. A joint application will not be considered unless the application includes a **draft** cooperative agreement amongst the participating local units of government. The purpose of the cooperative agreement is to clearly identify authorities, roles and responsibilities of each member for important things such as: entering into the grant agreement with DNR; fulfilling obligations under the grant for product development and product delivery; financial processing, including provision of local-share requirements; record keeping; and reporting.

If the project is selected for funding, the draft agreement must be finalized, signed, dated, by an [authorized representative of each participating governmental unit](#), and submitted to the DNR, before DNR will issue the grant award. If there is no end date to the agreement, then only a starting date needs to be mentioned. If there is an end date, the end date cannot conclude before the end of the grant agreement. Be sure that the printed name, signature, and title of representatives authorized under s. 66.0301, Wis. Stats., are included. Also show the date on which each signature was affixed. All signatures and dates must be on the same page to ensure a legally binding agreement. You do **not** have a legally valid cooperative agreement if only one (1) party's authorized representative has signed the document.

### REQUIRED CONTENT OF A COOPERATIVE AGREEMENT

At a minimum, the agreement must address the elements listed below. Your city, town, village, or county may require you to include other provisions or terms in your cooperative agreement.

- **Agreement Title**
- **Agreement Purpose** (Must include reference to the project name and grant application)
- **Names of Participating Local Units of Government** (LUG)
- **Assignment of the Following Responsibilities** (This list may be expanded as appropriate):
  - Sign the Runoff Management Grant Agreement with DNR (*Only one LUG may be selected to enter into the grant agreement with DNR*).
  - Establish the grant account (*Only one LUG may be selected to establish the grant account to which DNR will issue reimbursements*).
  - Negotiate, sign, and oversee any professional services contracts.
  - Local development, approval and submittal to DNR of grant products, and final report.
  - Manage grant account including invoices, payments, and reimbursements. (*Must include responsibility for local share contribution by each partner, generation of funds for paying bills, bill payment procedures, procedures for submitting DNR reimbursement requests and for handling DNR reimbursement*).
  - Project records retention as required by s. NR 153.29, Wis. Adm. Code.

## ATTACHMENT I: GOVERNMENTAL RESPONSIBILITY RESOLUTION (GRR)

**IMPORTANT NOTE:** The DNR expects the individual in the position authorized by this resolution to become familiar with the grant program's procedures for the purpose of taking the actions necessary to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, fulfilling grant agreement requirements, carrying out the project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., grant reimbursement forms and documentation, and organizing project files for future compliance monitoring).

### SAMPLE GOVERNMENTAL RESPONSIBILITY RESOLUTION FOR RUNOFF MANAGEMENT GRANTS

WHEREAS, \_\_\_\_\_ is interested in acquiring a  
(governmental unit applicant)

Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project:

THEREFORE, BE IT RESOLVED, that \_\_\_\_\_  
(applicant)

HEREBY AUTHORIZES \_\_\_\_\_, \_\_\_\_\_ to act on  
(position title) (department)  
behalf of \_\_\_\_\_ to:  
(applicant)

- Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit an Environment Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that \_\_\_\_\_ shall comply with all state  
(applicant)

and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that the foregoing resolution was duly adopted by \_\_\_\_\_ at a legal meeting on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)