



# Pennsylvania

Department of Environmental Protection

## Section 319 Nonpoint Source Management Grants Program Federal Fiscal Year 2024

Funding Watershed Restoration  
Across Pennsylvania

For more information, visit [www.dep.pa.gov](http://www.dep.pa.gov)  
Search: Nonpoint Source

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## Overview

There is 97.1 percent of Pennsylvania's water-quality-impaired watersheds that are polluted from nonpoint source pollution. Some of the primary activities that generate nonpoint source pollution include acid mine drainage (AMD), urban and agricultural runoff, atmospheric deposition, on-lot sewage systems, earthmoving, stream hydromodification and timber harvesting. Nonpoint source pollution comes from many different sources. It originates from numerous places over a widespread area. When rainfall or snowmelt runs over the land or through the ground, the runoff picks up pollutants and deposits them into rivers, lakes, wetlands, and coastal waters or into groundwater. Pennsylvania's Nonpoint Source Management Program established an overall strategy to implement watershed restoration and protection activities in impaired watersheds to improve water quality.

The Section 319 Nonpoint Source (NPS) Management grant funds are provided by the U.S. Environmental Protection Agency (EPA) and authorized through Section 319(h) of the Federal Water Pollution Control Act. The program's primary purpose is to implement Section 319 Program Watershed Implementation Plans (WIPs).

The Pennsylvania Department of Environmental Protection (DEP) values working with partners who share our view that diversity and equity are integral to success in restoring and protecting the environment for all Pennsylvanians. As we work to demonstrably improve the inclusivity of our programs and processes, we also encourage our partners to pursue increased inclusivity in their operations. In this way, Pennsylvania's natural resources are best protected as "the common property of all the people," as identified in our state constitution.

## Purpose

**Goal:** To improve and protect Pennsylvania's waters from nonpoint source pollution associated with AMD, energy resource extraction, agricultural activities, stormwater runoff, streambank, and shoreline degradation, along with verifying and demonstrating efficacy with enhanced data collection and distribution.

**Purpose:** To provide funding to implement nonpoint source management plans and activities identified in Pennsylvania's WIP watersheds. Implementation activities must address specific sources of nonpoint source pollution identified by the [2019 – 2024 Pennsylvania Nonpoint Source Management Plan](#).

### Objectives:

- Reduce AMD-related iron, aluminum, and acidity pollutant loads.
- Reduce nitrogen, phosphorus, and sediment pollutant loads.
  - Implement stream restoration, bank stabilization, and/or stormwater management projects.
  - Plant, maintain, and protect riparian forest buffers.
  - Implement agricultural Best Management Practices (BMPs).

## Application Deadlines

Application period is from April 21 – June 23, 2023, with applications due in the Commonwealth's eGrants system ([www.esa.dced.state.pa.us](http://www.esa.dced.state.pa.us)) by 11:59 p.m. on June 23, 2023. Applications submitted after 11:59 p.m. will not be considered for funding. If funded, the grant's timeframe will be approximately October 1, 2024 – June 30, 2027.

For assistance with the eGrants system, please contact the Pennsylvania Department of Community and Economic Development's Customer Service Center by phone at 800-379-7448 or by email at [ra-dcedcs@pa.gov](mailto:ra-dcedcs@pa.gov).

## Eligibility

DEP receives Section 319(h) Nonpoint Source Management grant funds from EPA every year to implement Pennsylvania's approved Nonpoint Source Management Program.

### ***Eligible Applicants***

Eligible applicants or sponsors must meet one of the following criteria:

- Incorporated watershed association
- County or municipality
- County conservation district
- Council of governments; or
- Other authorized organizations, including:
  - Tax-exempt corporation under Section 501(c)(3) of the Internal Revenue Code and registered with the Pennsylvania Bureau of Charitable Organizations. If an applicant/sponsor is claiming an exemption from registering with the Bureau of Charitable Organizations, the applicant/sponsor must provide proof of such exemption with the application.
  - Educational institution
  - Municipal authority

Note: Applications submitted by ineligible applicants or ineligible sponsors will not be considered.

### ***Priorities***

- Priority will be given to **agricultural BMP implementation** identified in an existing [Section 319 WIP](#). If funded, agricultural BMP projects will have some flexibility to add WIP project sites and will be reviewed on a case-by-case basis.
- Priority will be given to WIP BMP implementation projects that address stormwater runoff, stream channel degradation, AMD, and floodplain restoration to mitigate the risk of flood damage in the watershed.
- Priority will be given to new WIP development in Pennsylvania's [Environmental Justice \(EJ\) areas](#).
- Preference will be given to high priority WIP implementation projects located within critical subwatersheds areas. Critical areas for water quality improvement are prioritized, specific subwatersheds to implement WIP BMPs, addressing causes and

sources of water quality impairments. They are designed to achieve water quality standards within 5-10 years.

- Preference will be given to projects that effectively addresses water quality impairments in a cost-effective way.
- Preference will be given for WIP implementation in Tier 1-4 within the Chesapeake Bay Watershed. Please see page 9 for a map, county list, and associated tiers.
- Applications that implement statewide or regional projects addressing nonpoint source pollution to restore or protect water quality may be considered, if funding remains after addressing projects implementing existing WIPs.

### ***Environmental Justice***

EJ is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation and enforcement of environmental laws, regulations, and policies. EJ embodies the principles that communities should not be disproportionately exposed to adverse environmental impacts and anyone can have a seat at the table in the decision-making process that affects their environment. If you have any questions regarding EJ, please contact [DEP's Office of EJ](#).

Pennsylvania DEP identifies an EJ Area where 20 percent or more individuals live at or below the federal poverty line, and/or 30 percent or more of the population identify as non-white minority, based on data from the U.S. Census Bureau and the federal guidelines for poverty. DEP has created an interactive mapping tool called [EJ Areas Viewer](#) to determine the location of all EJ Areas throughout the Commonwealth.

### ***WIP Development in Environmental Justice Areas***

Priority will be given to applications that develop new WIPs in Environmental Justice areas for 12-digit [Hydrologic Unit Code](#) (HUC) scale watersheds, based upon EPA's required nine minimum [watershed plan](#) elements for threatened or impaired waters listed below. If funded, WIPs must be submitted to DEP by June 30, 2026, with a completed WIP checklist for DEP and EPA review, comment, response and approval. The required nine elements need to be listed and incorporated within the workplan to ensure that, if funded, the required nine elements will be met.

### ***Required Nine Watershed Elements for WIP Development***

- Identify causes and sources of pollution; summarize watershed characteristics.
  - Watershed profile, history, and EJ area.
  - Describe the community and how the WIP will beneficially impact the environmental and/or public health of an underserved community. An underserved community refers to a community with environmental justice concerns and/or vulnerable populations, including minority, low income, rural, tribal, indigenous, and homeless populations that may be disproportionately impacted by environmental harms and risks.
  - Public participation.
    - Describe the community and how the project will beneficially impact the environmental and/or public health of an underserved community. An

underserved community refers to a community with environmental justice concerns and/or vulnerable populations, including minority, low income, rural, tribal, indigenous, and homeless populations that may be disproportionately impacted by environmental harms and risks.

- Describe your organization's history of community involvement where the WIP will be implemented.
- Describe how the project would facilitate working with an underserved population and/or organization to address local watershed-related environmental and/or public health issues.
- Physical and natural features.
- Land use table and/or map.
- Biological trends.
- List sources and causes of impairments ([Total Maximum Daily Loads](#) [TMDLs], DEP's [Integrated Water Quality Report](#) (Integrated Report), [Countywide Action Plans](#), other technical documents).
- Estimate pollutant loading into the watershed and expected load reductions.
- Describe management measures that will achieve load reductions and targeted critical subwatersheds.
  - Critical area information, characterization and justification with maps or photos.
  - Rank subwatersheds.
  - Specific conditions contributing to non-attainment or threatening attainment.
  - Biological conditions.
  - Quantifiable goals and objectives to improve water quality and ultimately achieve delisting from the impaired waters list.
- Estimate amounts of technical and financial assistance and the partners needed to implement the plan.
- Develop an information/education component to engage and recruit landowners and the community.
- Develop a project schedule.
- Describe the interim, measurable milestones.
- Identify quantifiable indicators to measure progress.
- Develop a monitoring component.

### ***Additional Considerations***

- Preference will be given to applicants proposing on the ground, implementation projects, including new WIP development, in designated [EJ areas](#).
- Preference will be given to projects proposed in approved [Act 47 financially distressed municipalities](#).
- Preference will be given to applicants in a watershed with an updated [DEP-approved Act 167](#) plan within the last five years.

- For existing grantees, failure to submit timely and complete reports and reimbursement requests may result in decreased competitiveness.
- Section 319 NPS Management Program does not have a match requirement, but any match provided will improve the competitiveness of the application. All match must be expended within the grant period of performance.

### ***Project Priorities and Preferences***

The Section 319 NPS Management Program's primary purpose is to implement Section 319 WIPs. Each WIP describes pollution sources and causes, identifies reduction goals, lists management measures and prioritizes watershed restoration activities by subwatershed.

The *priorities* are WIP implementation, which includes design, permitting or construction projects at WIP locations. This grant round also includes as a priority, the development of new WIPs in EJ Areas. Applications that are accurate, complete and are proposing to perform priority work will score higher during the grant application review process.

For each *preference*, the application also addresses, additional credit will be given. This includes projects that will have the greatest direct, positive impact while meeting the goals of the Section 319 NPS Management Program.

Eligible, lower-priority projects also will be considered if funding remains after addressing priority projects. If applying for a lower priority project, be sure to address any preferences that apply.

### ***Evaluation***

All proposals will be competitively reviewed for eligibility, completeness, criteria and environmental benefits using a standardized scoring rubric based upon the grant guidance. To make efficient use of grant funds, DEP will coordinate with partnering funding agencies to avoid funding the same project. If projects are funded by another program/source, they will not be recommended for funding under this solicitation.

### ***Ineligible Projects***

EPA's Section 319 grants cannot fund any projects or activities that are part of the National Pollutant Discharge Elimination System program, such as [Concentrated Animal Feeding Operations](#) or [Municipal Separate Storm Sewer Systems \(MS4s\)](#). Projects on identified, individual farms that are required, but do not have, the necessary erosion and sediment control (Ag E&S) / Conservation, Manure Management or Nutrient Management plans are ineligible for funding. Proposed projects that threaten public health, such as the unpermitted and/or misuse of aquatic pesticide in a public water source, are ineligible for funding. Out-of-state projects will not be funded.

If you have any questions, please email DEP's Watershed Support Section at: [RA-EP319grantFunding@pa.gov](mailto:RA-EP319grantFunding@pa.gov)

**Please do not contact DEP District Mining Office staff for 319 mining projects.**

## How to Apply

The application document and attachments must be uploaded into the eGrants System by Friday, June 23, 2023, at 11:59 p.m. at [www.esa.dced.state.pa.us](http://www.esa.dced.state.pa.us)

### 1. Short Title

Provide a short, descriptive title for the project. The title should be ten words or less and clearly communicate the project type, such as “Orange Creek AMD Treatment System Construction” or “Muddy Run Stream Bank Stabilization Design and Permitting.”

### 2. Project Description

Provide a brief, concise project description no more than two sentences.

### 3. Applicant/Sponsor Information

To be eligible, the applicant must meet one of the criteria listed below. Otherwise, the applicant must partner with a sponsor that meets one of the following criteria to act as grantee on the applicant’s behalf. When a sponsor is used, the sponsor is the entity that enters into the grant agreement and is responsible for all aspects of the project, including payment for work performed. Use the applicant organization’s/sponsor’s legal name.

- Watershed organization that promotes local watershed conservation efforts (organization must be incorporated).
- County or municipality
- County conservation district
- Other authorized organization involved in research, restoration, rehabilitation, planning, acquisition, development, education, or other activities that furthers the protection, enhancement, conservation, preservation, or enjoyment of Pennsylvania’s environmental, conservation, recreation, or similar resources. The organization must be:
  - A non-profit, tax-exempt corporation under Section 501(c)(3) of the Internal Revenue Code and registered with the Pennsylvania Bureau of Charitable Organizations. If an applicant/sponsor is claiming an exemption from registering with the Bureau of Charitable Organizations, the applicant/sponsor must provide proof of such exemption with the application. Conservation commissions or foundations created by state or federal legislation or action are exempt from the incorporation requirement.
  - An educational institution
  - A municipal authority

### 4. Organization Type

Check off the organization type for the applicant or sponsor.

## 5. Project Location

Enter the latitude and longitude (in **decimal degrees**) in the center point of the project location, along with the county(ies) and municipality(ies) where the project is located. If the project location is statewide, enter “all” in the county field and leave municipality(ies) blank. If the project location does not cover the entire state but does include a select watershed(s) or another regionally defined area, please identify all the counties in the area selected and leave municipality(ies) blank.

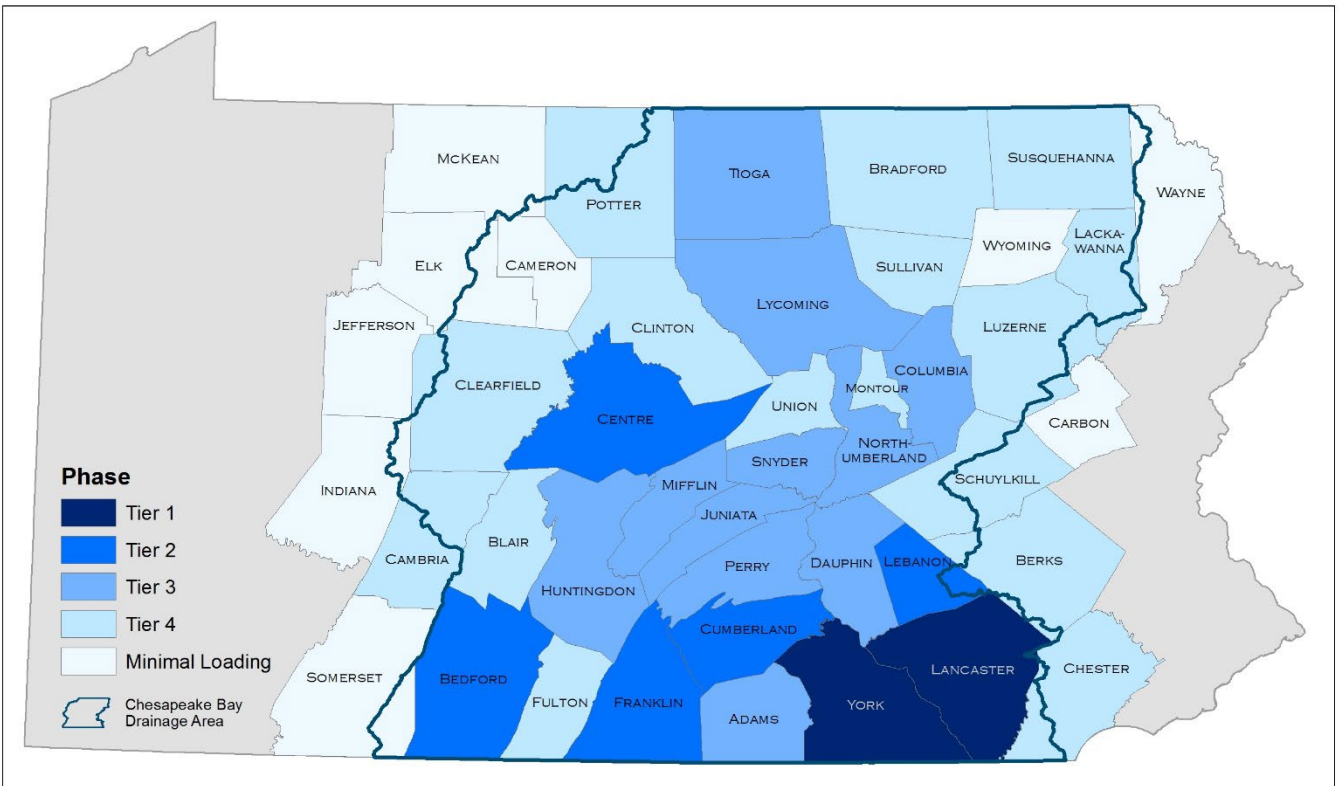
A project location map, aerial photos, site maps and photos are required within Section R of the workplan. For statewide projects, maps and photos are not required. For regional projects, the location map and aerial photo are required; however, a site map is not required if project spans a complete watershed or other defined project area.

## 6. Tier Level

If any portion of the proposed project is in the **Chesapeake Bay Watershed**, fill in the county tier level or select not applicable. Provide the percentage of the project that will occur within the Chesapeake Bay Watershed. If implementing, including design and/or construction projects, any actions from the county(ies) Chesapeake Bay Phase 3 WIP's Countywide Action Plans (CAP), check the appropriate box and fill in the county name, BMP CAP action number (if available), sector, BMP name, proposed amount, and related units. **You must contact the appropriate Countywide Action Plan / Community Clean Water Coordinator and submit the Chesapeake Bay Countywide Action Plan BMP Implementation Form, DEP document number 3320-FM-BWRNSM0016, as a mandatory attachment.** For Countywide Action Plan / Community Clean Water Coordinator contact information, please see page 26.

To view the Countywide Action plans, visit: [Countywide Action Plans](#)

## County Tier Levels within Chesapeake Bay Watershed



Tier 1 – First 25% of Reductions	Tier 2 - Second 25% of Reductions	Tier 3 - Third 25% of Reductions		Tier 4 - Last 25% of Reductions		Minimal Loading Counties
Lancaster York	Franklin Lebanon Cumberland Centre Bedford	Northumberland Perry Snyder Adams Columbia Lycoming Dauphin	Juniata Huntingdon Tioga Mifflin	Bradford Schuylkill Union Chester Fulton Lackawanna Susquehanna Clinton	Berks Blair Clearfield Montour Cambria Potter Sullivan Luzerne	Somerset Wyoming Elk Indiana Cameron Wayne McKean Jefferson Carbon

## 7. Project Type

Check the appropriate box. Implementation Projects, including design and/or construction, must be implemented in one of the [EPA approved 319 WIP watersheds](#); regional or statewide projects focused on nonpoint source pollution management or new [EJ area](#) WIP development.

## 8. Impairment Sources, Causes and Environmental Benefits

Use the impairment source(s), cause(s) and reach code(s) for the receiving waters of your project. Use DEP's [2022 Pennsylvania Integrated Report](#) to obtain this information. Complete the measurable environmental benefits section and reference the model used to calculate the load reductions.

## 9. Contacts

Applicants should contact their [county conservation district](#) when developing projects and preparing their grant application.

## 10. Budget Summary

**Using only whole numbers, such as \$110,505.00**, complete the Task and Deliverable Budget Excel worksheet. Complete the budget summary on the application's budget tab with clear and concise information about the match sources. All significant deliverables need to have their own budget or task worksheet.

The [Task and Deliverable Budget Worksheet](#) is located in the "Complete Forms" Section and is an Excel document which includes a separate sheet for each deliverable, match, and grand totals.

The dollar amounts for each of the categories in the Budget Summary must match those developed in the Task and Deliverable Budget Worksheet and must be in whole numbers, such as \$110,505.00. When calculating mileage, be sure to round your projected miles travelled to a number that will result in a whole number. When calculating salaries/benefits for staff and/or contractors, be sure to round your hourly rate to the nearest dollar to result in a whole number and **do not use "lump sums."**

Section 319 Nonpoint Source does not have a match requirement, but any match provided will improve the competitiveness of the application. All match must be expended within the grant period of performance.

For funded projects larger than \$250,000, grantees must comply with the federal [Buy America, Build America Act](#).

## 11. Prevailing Wage and Davis-Bacon Act

If the grant project includes construction work where the total project cost is greater than \$25,000, the Act of August 15, 1961 (P.L. 987), as amended, known as the Pennsylvania Prevailing Wage Act (43 P.S. 165-1 et seq.) may apply. Construction is defined to mean public work projects including construction, reconstruction, demolition, alteration and/or repair work other than maintenance work. It is the responsibility of the applicant or sponsor to contact the Pennsylvania Department of Labor and Industry, Bureau of Labor Law Compliance to determine [prevailing wage](#) eligibility.

The Davis-Bacon Act, 40 U.S.C.A. §§ 3141, is a federal law that requires wages for laborers and mechanics working on specific, federally funded projects be set at the current wage rate for that region. Specifically, the act requires that each contract over \$2,000 for the construction, alteration, or repair of public buildings or public works follow the minimum wages to be paid to various classes of laborers and mechanics employed under the contract. Under the Section 319 Program, the only type of activity that would fall within the act is the construction of "treatment works," as that term is

defined in Section 212 of the Clean Streams Law, 33 U.S.C.A. § 1292. If unsure about how the Davis-Bacon Act applies to a proposed project, please seek advice of legal counsel.

## 12. Projects on Grantee /Non-Grantee-Owned Lands

A signed Landowner Letter of Commitment should be submitted with the application for design and/or construction and operation, maintenance, and repair/replacement projects (OM&R), if the landowner is known. If the project is funded, agricultural BMP projects may have some flexibility to add WIP project sites and will be reviewed on a case-by-case basis by the project advisor. In some cases, the landowner may not be known at the time of application submittal. In this scenario, the applicant must identify this in the application. If funded, signed Landowner Grantee Agreements must be received and approved by DEP prior to BMP construction.

If the project involves design, construction, or OM&R and the grantee does not own or control the land where the project is to occur, a signed Landowner Grantee Agreement must be received and approved by DEP prior to BMP construction. If the grantee owns/controls the land, Grantee Landowner Conditions will be made part of the grant agreement. Both the Landowner Grantee Agreement and Grantee Landowner Conditions will include an OM&R Plan identifying maintenance tasks and responsible parties ensuring that the conservation practice/best management practice is properly maintained throughout the lifespan of the practice.

## 13. Projects on State-Owned Lands

If your project is located on land owned or controlled by the Commonwealth of Pennsylvania (i.e., Bureau of Forestry, Bureau of State Parks, Pennsylvania Game Commission, Pennsylvania Fish and Boat Commission), **you must contact the appropriate agency for landowner consent and submit a landowner letter of commitment with your application.** Following is contact information:

DCNR Bureau of Forestry: Ryan Szuch – [rszuch@pa.gov](mailto:rszuch@pa.gov)

DCNR Bureau of State Parks: Rachel Reese – [rareese@pa.gov](mailto:rareese@pa.gov)

Pennsylvania Game Commission: Jeff Painter – [jepainter@pa.gov](mailto:jepainter@pa.gov)

Pennsylvania Fish & Boat Commission: Mackenzie Hogan – [machogan@pa.gov](mailto:machogan@pa.gov)

## 14. Land Use Planning

Grant applications are evaluated for their consistency with DEP Policy for Consideration of Comprehensive Plans and Zoning Ordinances, [Acts 67 and 68 of 2000](#). Grant applicants must complete and submit the appropriate form or letter(s) as identified in the Land Use Policy for projects involving Design and/or Construction, Technical Assistance or Developing a Watershed Plan.

The [Land Use Planning and Multi-Municipal Planning Forms](#) are available in the “Complete Forms” Section. Questions concerning project consistency with local land use regulations should be directed to your County Planning Agency.

## 15. Commonwealth Investment Criteria

The Commonwealth has established criteria to promote sustainable development. Additional consideration will be given to your project if you checked the “Yes” box. Check the “Yes” box and complete the table if your project will:

**INCREASE JOB OPPORTUNITIES.** Retain and attract a diverse, educated workforce through the quality of economic opportunity and quality of life offered in Pennsylvania's varied communities. Integrate educational and job training opportunities for workers of all ages with the workforce needs of businesses. Invest in businesses that offer good paying, high quality jobs that are located near existing or planned water and sewer infrastructure, housing, existing workforce, and transportation access (highway or transit).

**FOSTER SUSTAINABLE BUSINESSES.** Strengthen natural resource-based businesses that use sustainable practices in energy production and use, agriculture, forestry, fisheries, recreation, and tourism. Increase our supply of renewable energy. Reduce consumption of water, energy, and materials to reduce foreign energy dependence. Lead by example: support conservation strategies, clean power, and innovative industries. Construct and promote green buildings and infrastructure that use land, energy, water, and materials efficiently. Support economic development that increases or replenishes knowledge-based employment or builds on existing industry clusters.

Also, if you checked yes, please provide the number of anticipated NEW jobs created and the number of anticipated jobs that will be RETAINED from your project in the appropriate column.

## 16. Environmental Justice

If your project is in an [EJ area](#), check the “Yes” box and additional consideration will be given to the project.

## 17. Act 47 Financially Distressed Municipality Act

If your project is in a [financially distressed municipality](#), check the “Yes” box and additional consideration will be given to the project.

## 18. All applications for design and/or construction of Abandoned Mine Drainage (AMD) treatment facilities must include the use of AMDTreat software for rough sizing and cost estimating.

A printed report from AMDTreat must be included in the proposed scope of work. The AMDTreat software is available to the public on the Office of Surface Mining website at [OSMRE AMDTreat](#).

For AMD Remediation Projects, the Western Pennsylvania Coalition for Abandoned Mine Reclamation (WPCAMR) or the Eastern Pennsylvania Coalition for Abandoned Mine Reclamation (EPCAMR) may be contacted for technical guidance.

Coalition contacts are:

WPCAMR, Andy McAllister at [andy@wpcamr.org](mailto:andy@wpcamr.org)

EPCAMR, Robert Hughes, at [rhughes@epcamr.org](mailto:rhughes@epcamr.org)

## **19. Worker Protection and Investment Certification**

All applicants will need to complete and submit the [Worker Protection and Investment Certification Form](#) in the “Complete Forms” Section, to ensure that every worker in Pennsylvania has a safe and healthy work environment and the protections afforded them through labor laws under Executive Order 2021-06, Worker Protection and Investment (October 21, 2021).

### **Online Submittal**

Within the Commonwealth [eGrants system](#), complete the online application. Upload the Section 319 Workplan, Task and Deliverable Budget Worksheet, photos, Worker Protection and Investment Certification Form, and location, site, and aerial maps. Additional uploads, depending on project may include: AMDTreat output report, Landowner Access Authorization form, Landowner Letters of Commitment, Landowner Grantee Agreement form, Chesapeake Bay Countywide Action Plan BMP Implementation Form, or additional information.

## Required Workplan

The following workplan template must be used for all applications to prepare a detailed project description. The workplan must be easy to understand, concise and complete with information included for each of the following components. As appropriate, include other specific project type requirements. Include a “Not Applicable” statement for appropriate sections.

### **I. Cover Page**

#### **A. Project Number**

Leave this section blank.

#### **B. Project Title**

Complete the project title.

#### **C. Sub Grantee Name**

Complete the name of applying organization.

#### **D. Sub Grantee SAP Vendor Number**

Complete the Commonwealth’s six-digit SAP Vendor Number.

#### **E. Sub Grantee Address, Point of Contact, and Email**

Complete the applying organization’s address, point of contact, and email address.

#### **F. State Project Manager Name and Email**

Leave this section blank.

#### **G. Grant Request Amount**

Complete the grant request amount in whole numbers only, example \$110,505.00.

#### **H. Project Location**

Complete the project location’s address.

#### **I. HUC 12**

Complete the Hydrological Unit Code. One way to locate the 12-digit HUC code associated with the proposed project is to visit EPA’s [Grants Reporting and Tracking System website](#); select “Public Data Explorer.” Click on the map or use the filters, zooming to “Subwatershed” level at the project location to view the 12-digit HUC code.

#### **J. ATTAINS Assessment Unit ID**

Complete the ATTAINS<sup>1</sup> Assessment Unit ID number for the project’s waterbody. The stream ATTAINS Assessment Unit ID is “PA-SCR-” followed by the Common Identifier (COMID) from the [National Hydrography Dataset](#) (NHD) Flowline layer. The lake ATTAINS Assessment Unit ID is “PA-LRP-” followed by the 14-digit HUC code. The ATTAINS Assessment Unit ID can be found by visiting DEP’s [2022 Integrated Water Quality Report webpage](#) and scrolling down and clicking on the [2022 Integrated Report Viewer](#). In the “Stream Name” box, type in the name of the waterbody and click “Search.” The ATTAINS ID can be found on the page or by clicking on the map (see example

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<sup>1</sup> [ATTAINS](#) is EPA’s Assessment, Total Maximum Daily Load (TMDL) Tracking and Implementation System.

below). If the proposed project involves multiple sites, ensure that ATTAINS IDs are listed for all waterbodies addressed by the workplan.

## K. Latitude and Longitude

Complete the GPS coordinates in **decimal degrees** (example: 32.810, - 111.765) for the center point of the project site. If the proposed project involves multiple sites, list coordinates for each site.

## II. Context

### A. Please explain how the proposed project fits within the current version of the PA Nonpoint Source Management Plan.

Applicants must identify and explain the goal(s) and objective(s) that the project will address, as documented in Pennsylvania's current [Nonpoint Source Management Plan](#). The plan includes six goals with corresponding objectives for each goal.

### B. Please explain how the proposed project supports other work in the watershed being performed under other grant programs.

If known, describe other projects, funded by other sources, that have been completed in the watershed where the current proposal is located. Describe how these projects relate to the proposed project.

If unsure of other work performed in the watershed, please indicate in this section.

### C. Please explain how the proposed project supports the implementation and completion of the WIP in question.

The proposed project must be in a watershed with an approved WIP. Projects in WIP-adjacent watersheds are eligible, however, these projects may not be prioritized.

In this section, an explanation must include:

- Is this a numbered project listed in the WIP?

- Is this project listed as a high, medium, or low priority in the WIP?
- Have other projects been implemented in this subwatershed that will be enhanced by the proposed project?

### III. Program v. Watershed Project

*(Leave this section blank).*

## IV. Content

### A. Problem/Need Statement

This section should reference the WIP and the [2022 Integrated Report](#). The Integrated Report covers the status of Pennsylvania's waters and identifies waters that are not meeting water quality goals. List impairment sources and causes from the latest Integrated Report.

Information contained in this section should make a case for the environmental benefit that will result from the project. A direct connection should be made between the listed sources of impairment (ex: sediment from agriculture) and the proposed activities (ex: implementing agriculture erosion and sedimentation plans).

Include a brief description and project number of any prior 319-funded project which is **directly** linked to the proposed project. For example, if a construction project is proposed, include a reference to the design project number. If multiple construction phases to a larger overall project have been previously funded by a 319 grant, describe those phases and reference the associated project numbers. Where previous or other associated projects exist, include a description of how the technical and funding aspects will be coordinated.

### B. Goals and Objectives

In this section, the main goals and the objectives/tasks needed to meet each goal should be listed. Describe how the proposed project addresses impairment sources and causes serving as the basis for activities in priority or critical area watersheds. If funded, agricultural BMP projects will have some flexibility to add WIP project sites and will be reviewed on a case-by-case basis.

For construction projects, the type, quantity, and associated units of BMPs to be constructed must be included, along with estimated load reductions of nitrogen, phosphorus, sediment, metals or acidity to be collected must be listed, along with the source of the information.

For non-construction projects, the anticipated type, quantity, and associated units of BMPs to be designed, the permits to be obtained, and/or the data, such as estimated load reductions of nitrogen, phosphorus, sediment, metals or acidity, to be collected must be listed, along with the source of the information.

Tables and bulleted or enumerated lists should be used whenever possible to convey this information.

If the project is located in the Chesapeake Bay watershed and will implement action(s) from the [Countywide Action Plans](#), under the Chesapeake Bay Phase 3 WIP, include the following, bulleted information below. For projects that will implement CAP action(s), applicants must contact their Countywide Action Plan / Community Clean Water Coordinator to complete and submit the [Chesapeake Bay Countywide Action Plan BMP Implementation Form](#), are available in the “Complete Forms” Section, as a mandatory attachment.

- County name
- CAP action number, if available
- Sector
- BMP name, proposed amount, and units

For Countywide Action Plan / Community Clean Water Coordinator contact information, see page 26.

### **C. Project Description**

This section will give more detail on the above listed goals and objectives. The description may vary in length and detail depending on the complexity of the project. The narrative portions should explicitly describe how the project addresses the problem and meets the goals presented in earlier sections of the workplan.

Briefly explain the outcomes, or environmental indicators, that can be used to measure the success related to water quality restoration and protection in the proposal. Examples of outcomes include length of stream improved, acres of riparian buffer planted, linear feet of streambank fencing installed, etc.

Generally, a single task should not describe multiple activities. Separate tasks should be developed for distinct activities, and subtasks may be used to provide even greater detail. Task level information is the most project-specific and detailed language in the workplan. It should contain the basic who, what, when, where, and how information, relating to the project.

Additionally, the project description section should contain clear indication about how the proposed tasks will be coordinated with each other, and with associated projects when they exist. All costs will be addressed in the budget worksheets under mandatory attachments and should **not** be included in this section.

### **D. Monitoring**

If monitoring is listed as a task in the Project Description section above, include a statement discussing why monitoring is needed and how the data will be used. The applicant is encouraged to reference DEP’s [Water Quality Monitoring Protocols for Streams and Rivers](#), also called the Monitoring Book, and is further encouraged to use an on-going monitoring program to show incremental improvements. If the applicant proposes using Section 319 funding for monitoring, a Quality Assurance Project Plan (QAPP) must be developed and approved by EPA’s Quality System for Environmental Data and Technology before the activity commences. Refer to the next section, Section E, for more information.

If this proposal is going to fund the costs for laboratories to analyze water samples or the equipment needed to collect samples, all water quality data must be uploaded to EPA’s

Water Quality Exchange (WQX) database. The WQX allows water quality to be shared to EPA's Water Quality Portal. Therefore, besides the explanation of why monitoring is needed, this section must contain a statement that "all data obtained through this project will be uploaded through WQX Web and will be identified as ID CWA319 in the submission."

#### **E. Quality Assurance Project Plans**

If using Section 319 funding for water quality monitoring, a [QAPP](#) must be developed and approved by EPA's Quality System for Environmental Data and Technology before the activity commences. Thus, the QAPP development tasks should be listed as early in the project timeline as possible. In this section, there should be a small discussion on the activities that will be covered in the QAPP. In addition to the standard QAPP for new data collection, commonly required QAPPs for activities funded under Section 319 include Secondary Data plans for the gathering and/or use of existing data, Geospatial plans for use of Geographic Information Systems (GIS) and other spatial or mapping activities, and modeling plans for projects related to modeling activities. It should be noted that an umbrella QAPP may be utilized if field and lab procedures are common to several projects, requiring only project-specific information such as site locations or sampling frequency be submitted for individual projects.

There must be a deliverable for the development of this plan in Section N below that states, "the QAPP will be developed and approved by EPA before sampling begins."

If a QAPP is not needed, please list N/A under this section.

#### **F. On-Site BMPs/BMP Efficacy/Load Reductions**

Predicted load reductions, along with the model used to generate the load reductions, need to be stated in this section. Recommended models include Model My Watershed and AMDTreat. For workplans that include the BMP implementation, BMP effectiveness should be assessed. At a minimum, modeling for non-AMD BMPs is required to estimate the environmental results that will be reported as one of the final outputs. Estimated load reductions for AMD projects need to be calculated knowing the approximate percentage of each pollutant that can be removed with BMP.

Design and construction projects must include a statement that "final estimated load reductions, along with how the load reductions were estimated (model used) will be summarized in the final report, and DEP will upload into GRTS supplied by the subgrantee upon project completion."

#### **G. Sub-Grantees**

For workplans that include hiring sub-grantees/sub-contractors, e.g., watershed coordinators or consultants, list the proposed subcontractor(s) and describe the tasks/activities for which the contractor is responsible. In section L, the applicant will describe the process to select any subcontractor(s).

#### **H. Partner Contributions**

In this section, please list any partner contributions (referred to as match in the budget) that the project may have. Include the organization name and description of provided in-kind services and/or monetary contribution to the project, along with the dollar amount. If partner contributions do not exist, please explain why. Even though there is no match requirement for Section 319, including match improves the competitiveness of the

proposal. Applicants must include a statement that “all partner contributions or match will be captured in the final report, and DEP will upload into GRTS supplied by the subgrantee upon project completion.”

#### **I. Education/Outreach**

For workplans that include education or outreach, clearly explain how the proposed activities address the stated environmental problem and will contribute to the improvement of water quality, such as landowner recruitment. It is also feasible to utilize data or findings from studies to estimate the degree to which the project may contribute to water quality improvement. If there is no education/outreach component, please list N/A under this section.

#### **J. Urban/MS4 Activities**

Workplans must clearly indicate that the proposed activities do not explicitly address a permit requirement for any MS4. Each workplan will be reviewed on a case-by-case basis to determine possible interactions between the proposed activity and existing MS4-related activities and to determine, based on that review, eligibility for funding. If it is not in an MS4 community, please list N/A under this section. All projects must contain a statement that “the proposed activities will not be used to address any MS4 permit requirements.”

#### **K. Operation, Maintenance and Repair/Replacement Plans**

Operation, Maintenance and Repair/Replacement Plans (OM&R) plans are required for any project that will involve the installation of BMPs. This includes both design (draft OM&R Plan) and construction proposals. Therefore, this section must contain a statement that “a general or draft OM&R plan will be developed for this project and included within the final report” if BMPs will be installed. This must be included as one of the deliverables in Section N below. In addition, for any project that will involve the installation of BMPs, provide the expected lifespan for each BMP in this section.

#### **L. Competitive Bid**

Using the proposed sub-grantees in Section G, describe the process that will be used to select contractors. If not using a competitive bid process, provide a detailed explanation.

All design and/or construction projects must contain a statement that “project sponsors will abide by the Commonwealth of Pennsylvania’s Procurement Code.”

#### **M. Contingency Plan (AMD only)**

Contingency plans are required before the construction of any facility treating an AMD discharge. A statement is needed to explain if there is an existing contingency plan already in place or if one needs to be developed. If already developed, it needs to be referenced here. If not, it should be stated here that “a contingency plan will be developed before construction commences.” Also, the development of a contingency plan must be listed as a deliverable in Section N below.

If there is no AMD component, please list N/A under this section.

#### **N. Project Deliverables**

Any significant project deliverable, such as progress and final reports, designs, permits, and others, should be identified in this section. The Final Project Report must always be included as a deliverable, along with other typical project-level deliverables including:

designs, permits, construction, interim project reports, QAPPs, O,M&R plans, and contingency plans but may also include development of a success story in cases where water quality improvements are demonstrated. These can be in the form of a list since the deliverables have already been explained in detail in the sections above. Applicants must include a statement that “project deliverables will be included with the final report, and DEP will upload into GRTS supplied by the subgrantee upon project completion.”

#### **O. Project Schedule/Timeline**

The overall project start date will be October 1, 2024, while the overall project end date will be no later than June 30, 2027, for all awarded projects. Working within this timeframe, schedules/timelines must be provided for all deliverables, including task-level timeframes, start/completion dates, interim milestones, and timeframes for deliverable development and deadlines. A timeline table has been provided in the workplan template. Each deliverable should have a corresponding Task and Deliverable Budget Worksheet and uploaded as a mandatory attachment.

#### **P. Budget Summary**

In this section, all significant deliverables need to have their own budget or task worksheet. Use the Task and Deliverable Budget Worksheet (Excel) attachment to populate the summary table(s) below so that all dollar amounts match. The budget must be clearly defined with line-by-line category costs broken down **avoiding large lump sum** estimates. Please see the [Task and Deliverable Budget Worksheet example](#) and [A Primer for Fitting Charges within Budget Categories](#).

**Budget and Costs:** A separate budget table must be prepared for each deliverable.

**Equipment and Supplies:** Equipment and supplies and costs must be listed separately.

**Contractual:** Must breakdown costs into separate lump sums for design, permitting, bid assistance, OM&R plan, as-builts, sampling, etc.

**Construction:** Must break down costs into separate sums for materials, labor, earthwork, etc. Do not include item specific costs (e.g.: cost/unit limestone, fencing, etc.).

**Task 1:**

Item	Task	Responsible Partner	Grant Request	Match (Partner Contributions)	Total
Salary					
Administration					
Travel					
Equipment and Supplies					
Contractual	Design				
	Permitting				
	Construction Management				
Construction	Materials				
	Labor				
	Earthwork				
Other					
Total					

Copy table and add tasks as needed.

**Q. Maps and Photos****1. Location Map**

A map showing the location of the project site relative to a nearby town or population center must be inserted here or referenced as an attachment. This map may be used to guide an individual unfamiliar with the project to the project site. Marking on this map where to park or enter the project site is helpful.

**2. Aerial Photo**

An aerial photo showing the location and limits of the project site must be inserted here or referenced as an attachment.

**3. Site Map(s)**

A site map(s) must be inserted here or referenced as an attachment. Maps should show site level detail to include locations of proposed BMPs, receiving waters, existing civil and natural features, and any other info useful, such as roads with road names, for an individual unfamiliar with the area to conduct a site inspection. Site photos also may be included.

**4. Photos**

Photos showing the current condition of the project site and/or associated waterway must be inserted here or referenced as an attachment.

**R. Landowner**

In this section please describe the landowner situation. A signed Landowner Letter of Commitment (DEP document #1010-FM-GC0001m) should be submitted with the application as a workplan attachment for design and/or construction and operation, maintenance, and repair/replacement projects, if available. If funded, agricultural BMP

projects may have some flexibility to add WIP project sites and will be reviewed on a case-by-case basis by the project advisor. If the project is funded, the grantee must provide the Landowner Grantee Agreement prior to BMP construction. The [landowner letters](#) are located in the “Complete Forms” Section.

**S. AMDTreat (AMD Projects Only)**

All applications for design and/or construction of AMD treatment facilities must include the use of AMDTreat software for rough sizing and cost estimating. A printed report from AMDTreat must be included as an attachment. The AMDTreat software is available to the public on the Office of Surface Mining website at [OSMRE AMDTreat](#).

If this proposal does not deal with AMD, please list N/A under this section.

## Pre-Selection and EPA Review

After DEP's grant review, pre-selected workplans are forwarded to EPA for a review, comment, and response phase, which can take several months. Upon approval, the selected workplans for the grant awards will be announced.

### Pre-Selection and EPA Review



## Award Requirements

### If Your Project Gets Funded...

- A formal grant agreement with DEP will be developed that includes a scope of work, budget and terms and conditions.
- The project must be completed by June 30, 2027.
- Reimbursement will only be for actual project costs authorized in the budget and scope of work and incurred within the grant's period of performance.
- Agricultural BMP projects have some flexibility to add WIP project sites and will be reviewed on a case-by-case basis.

- An application for reimbursement package must be submitted quarterly. This package will consist of an application for reimbursement (AFR); application for reimbursement supplemental sheet (AFR-Supplemental) and a work progress report (WPR) outlining the progress made throughout the quarter. The AFR package is required quarterly based upon the schedule below or more frequently if authorized by DEP. Even if no work was completed in the quarter, a WPR must be submitted. Delinquent reports may be rejected, and failure to submit timely and complete reports and reimbursement requests may result in decreased competitiveness for future projects. The report submission schedule is as follows:

<b>Quarter</b>	<b>Reporting Period</b>	<b>Submission Deadline (on or about)</b>
1	January - March	April 15
2	April - June	July 15
3	July - September	October 15
4	October - December	January 15

- A detailed plan that identifies the operational, maintenance and repair/replacement needs, responsible parties and established financial resources is required to be provided to the DEP project advisor before any reimbursable work is begun for all projects. Long-term project repair/replacement must also be addressed in the OM&R plan, including the responsible parties, anticipated cost, and an estimated schedule for when repair and replacement is expected.
- BMP verifications and reporting must be made to DEP once every five years or as stipulated in contract documents to satisfy federally approved verification and reporting protocols for specified BMPs constructed in the Chesapeake Bay Watershed. The verification and reporting requirements commence with the completion of the project and will be expected of grantees to ensure project integrity to ensure that the BMPs are maintained and functional.
- If the project involves design, construction, or OM&R and the grantee does not own or control the land where the project is to occur, a signed Landowner Grantee Agreement must be received and approved by DEP prior to BMP construction. If the grantee owns/controls the land, Grantee Landowner Conditions will be made part of the grant agreement. Both the Landowner Grantee Agreement and Grantee Landowner Conditions will include an OM&R Plan identifying maintenance tasks and responsible parties ensuring that the conservation practice/best management practice is properly maintained throughout the lifespan of the practice.

If the landowner is known at the time of application, the applicant should provide a Landowner Letter of Commitment with the application, if available. The signed Landowner Grantee Agreement must be received and approved by DEP prior to BMP construction.

In some cases, the landowner may not be known at the time of application submittal. In this scenario, the applicant must identify this in the application. If funded, the signed Landowner Grantee Agreement must be received and approved by DEP prior to BMP construction.

Work on lands owned by DCNR will require an Activities Agreement; the Activities Agreement serves in lieu of a Landowner Grantee Agreement and must be submitted in accordance with requirements described above.

- Any nutrient reduction credits realized from the Commonwealth-funded portion of the project and recognized by DEP are the property of the Commonwealth, which maintains full ownership thereof. The grantee recognizes and releases all rights, claims, title or ownership to the nutrient reduction credits that are generated by the Commonwealth-funded portion of the work specified in the grant agreement, for the time period covered by the Grantee Landowner Conditions or the Landowner Grantee Agreement as applicable.
- Any aquatic resource compensation credits, including but not limited to wetland, waterway, aquatic habitat, floodplain or riparian credits, realized from the Commonwealth-funded portion of the project, and recognized by DEP, are the property of the Commonwealth, which maintains full ownership thereof. The grantee recognizes and releases all rights, claims, title, or ownership to the aquatic resource compensation credits, in perpetuity, that are generated by the Commonwealth-funded portion of the work specified in the grant agreement.
- Any GIS data or electronic databases produced by the grant must be provided to DEP without restrictions in accordance with its “Guidance for Data Management” Policy and be so noted in the scope of work.
- Lab analysis done under the grant must be provided by a state-certified lab. Water quality testing activities funded under a Section 319 grant must follow an [EPA-approved QAPP](#) and the data must be provided to DEP for inclusion in the appropriate EPA database.
- For any construction of AMD passive treatment systems, grantees will be required to include with the final report one digital copy of the AMDTreat form, the OM&R Plan that includes the “as-built” drawings and site schematics in PDF format along with any water quality information in Excel format.
- For funded projects larger than \$250,000, grantees must comply with the federal [Buy America, Build America Act](#).

# Pennsylvania Chesapeake Bay Phase 3 Watershed Implementation Plan

## Countywide Action Plan / Community Clean Water Coordinator Contacts

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