

Headwaters RC&D Council Sinnemahoning Stakeholders Committee



**Round 9
Application
Sinnemahoning Watershed Grant
Program
Due January 6, 2017**

Sinnemahoning Stakeholders Committee Purpose:

The Sinnemahoning Stakeholders Committee (SSC) was formed through a Memorandum of Understanding between the Pennsylvania Department of Environmental Protection (DEP) and Headwaters Resource Conservation and Development Council RC&D (RC&D). The SSC is responsible for the management and distribution of funds derived from a civil settlement between the DEP and Norfolk Southern Railway as result of a sodium hydroxide spill that took place on June 30, 2006 on Big Fill Run off Gardeau road in Norwich Township, McKean County.

Sinnemahoning Stakeholders Committee Objectives:

Section 1

To serve as a standing committee of the RC&D for the purpose of proposing and recommending projects that benefit and improve upon of natural resources in the Sinnemahoning Portage Creek Watershed and the Driftwood Branch of the Sinnemahoning Creek Watershed. The Sinnemahoning Portage Creek Watershed and Driftwood Branch of the Sinnemahoning Creek Watershed are depicted on the attached map.

Section 2

To establish a structure, consistent with the RC&D By-Laws, that identifies and evaluates eligible water quality, environmental improvement and conservation projects for the affected watershed area.

Section 3

To establish the SSC as a continuing local resource for effective and efficient environmental improvement and conservation funding.

Eligible use of funds and required match

Total 9th round grant funds are **\$153,062** for the implementation of the following projects and grant period may not exceed 2 years. While a cash or non-cash match is **not** required for funding, preference **may** be given to applications that show in-kind contributions such as volunteer time, donated services, or other donated items that directly tie to the implementation of proposed project.

Eligible Watershed Restoration and Environmental Improvement Projects:

1. Natural stream channel and bank restoration projects that maintain or improve water quality. Eligible costs include:
 - Planning and engineering of projects.
 - Project construction activities.
 - Maintenance activities on new or existing projects.
2. In-stream aquatic wildlife/fish improvement structures. Eligible costs include:
 - Planning and engineering of project.
 - Project construction activities.
 - Maintenance activities on new or existing projects.
3. Riparian buffer installation or improvement. Eligible costs include:
 - Easement, development, and property rights purchase.
 - Project planning and engineering.
 - Project construction activities.
 - Maintenance activities on new or existing projects.
4. Stormwater best management practices. Eligible costs include:
 - Planning and engineering of projects.
 - Project construction activities.
 - Maintenance activities on new or existing projects.
 - Environmentally sensitive dirt and gravel road maintenance.
5. Agricultural best management practices. Eligible costs include:
 - Planning and engineering of projects.
 - Project construction activities.
 - Maintenance activities on new or existing projects.
 - Nutrient management and farm conservation plans.
6. Engineering and construction of abandoned mine drainage treatment systems.
 - Planning and engineering of projects.
 - Project construction activities.
 - Operation, maintenance of new projects, and operation, maintenance, and replacement of existing projects.
7. Engineering and construction of abandoned mine reclamation projects that result in significant improvements to water resources.
 - Case by case basis.
8. Plugging of orphan or abandoned oil and gas wells. Eligible costs include:
 - Project planning and assessment activities.
 - Plugging and site restoration activities.
9. Acid deposition abatement and alkaline addition. Eligible costs include:
 - Pre-project assessment and sampling.
 - Planning and engineering activities.
 - Alkaline addition activities (ALDs, accepted land liming methods, etc)

10. Routine sampling and watershed assessment activities conducted according to DEP sampling and assessment protocols. Eligible costs include:
 - Water sampling.
 - Sample analysis conducted by DEP certified laboratories.
 - Macro-invertebrate assessment.
 - Fish assessment and sampling.
 - GIS mapping and analysis.

11. Obtaining land development rights and property easements for conservation and environmental improvement purposes. Eligible costs include:
 - Acquisitions of property in fee simple or conservation easements.
 - Associated legal, recording, and administrative costs.
 - Public access and fishing access development.
 - GIS mapping and surveying.

12. Watershed/conservation group organization and support.

13. Creation of a watershed/conservation plan and/or assessment.

14. Education and/or outreach.
 - Programs that increase public awareness of environmental issues.
 - Programs on environmental issues that reach school age youth.

15. Assessment and cleanup of illegal dumps

Eligible Applicants:

Eligible applicants must meet one of the following criteria or obtain a sponsor that meets one of the criteria:

- Commonwealth agencies involved with the protection and conservation of environmental resources and wildlife habitat.
- Watershed/conservation organizations recognized by DEP who promote local watershed/conservation efforts (organization must be incorporated);
- Counties and municipalities (boroughs, townships, etc.);
- County conservation districts;
- Council of Governments; or
- Other authorized organizations involved in research, restoration, rehabilitation, planning, acquisition, development, education or other activities, which further the protection, enhancement, conservation, preservation or enjoyment of Pennsylvania's environmental, conservation, recreation or similar resources.

The organization must be:

- A tax exempt institution/corporation under Section 501(c)(3) of the Internal Revenue Code and registered with the Pennsylvania Bureau of Charitable Organizations.
 - Must have documentation at time of application submittal.
- An educational institution involved in these authorized activities, or
- A municipal authority.

Ineligible Applicants:

Ineligible applicants include individuals, private for-profit firms, and others that do not fit the eligibility categories.

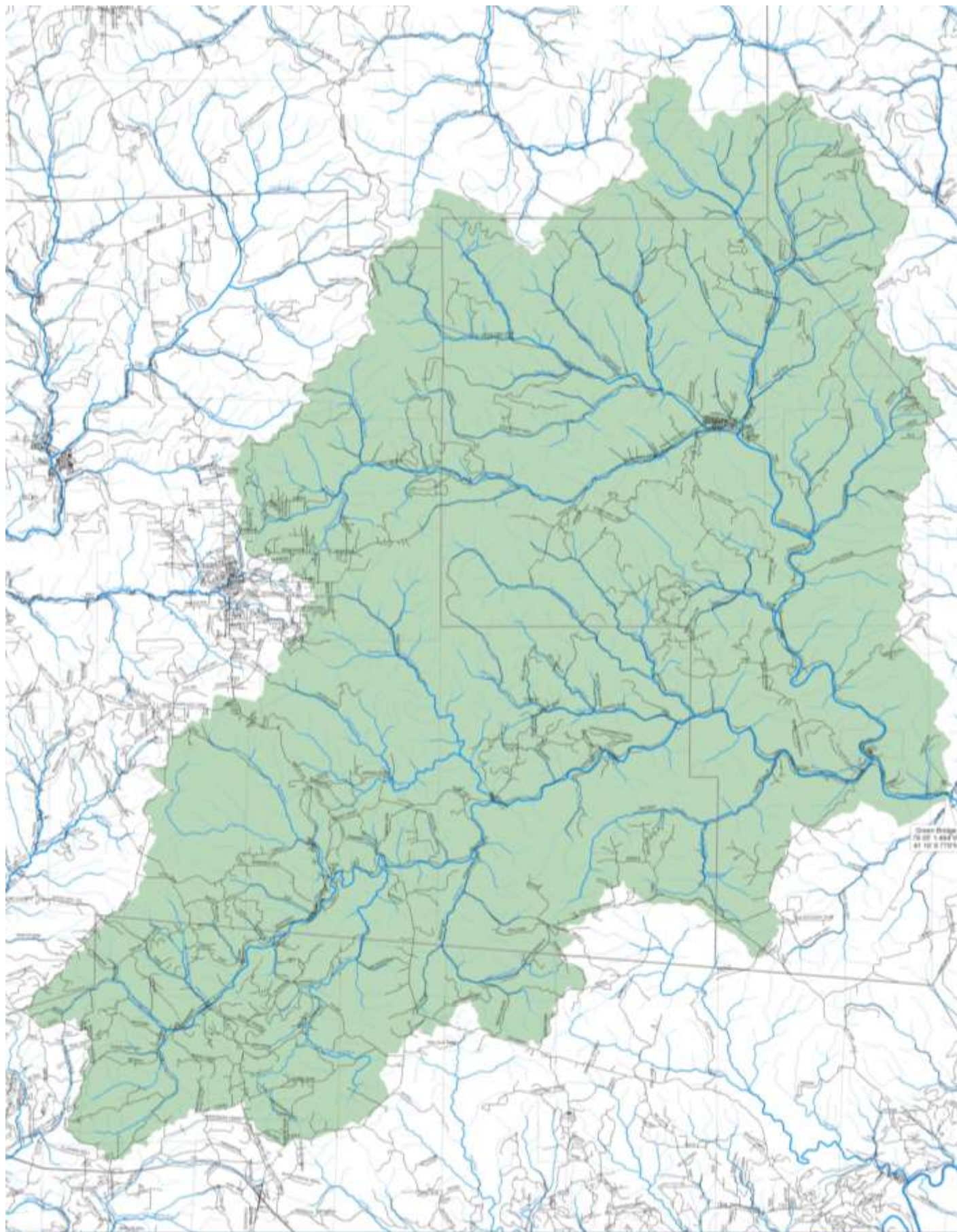


Exhibit A:
Eligible Watersheds of the Sinnemahoning-Portage Creek and Driftwood Branch of Sinnemahoning Creek

Legend

- County Boundary
- Watershed
- Eligible Watershed

Scale: 0 1 2 3 4 5 Miles

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In order for your organization to receive funding:

- ✓ Your project should be managed by a local sponsor and include partners, such as non-profit groups, businesses, local government and community organizations.
- ✓ Funds must be received by an eligible applicant. Organizations that are not an eligible applicant, must find an organization that is an eligible applicant that will administer the finances for the grant (a pass-through organization).
- ✓ A Sinnemahoning Stakeholder Committee member will be available to assist your organization with the planning process.

To apply for a grant, please follow these steps:

Complete the grant application and submit one (1) typed hard copy, and 1 electronic copy to the Headwaters RC&D Office at the address listed below. Applications should be postmarked on or before **January 6, 2017**.

Funding Schedule

January 6, 2017: Deadline for applications.

*** All applications must be postmarked by this date**

February 2017: Grant Announcement

Spring 2017: Contract Completion

***NOTE: This is a direct payment and/or reimbursement program**

For Further Information

For information regarding application process please contact:

Todd Deluccia, Chairman
Sinnemahoning Stakeholder Committee
Phone: 814-486-9354
Email: cameron.water@yahoo.com

For application submittals please send to:

Headwaters RC&D Council
Attn: Brittany Dittmore
109 North Brady St , 2nd Floor
Dubois, PA 15801
Email: bdittmore@headwatersrcd.net

APPLICATION AND ATTACHMENT CHECKLIST

X Box	Item #	Item	Description
	1	Grant Application Page 10	Provides organizational information
	2	Budget Narrative Page 11	Specific information regarding budget expenditures. Include any additional pages with letters regarding fees from providers, documentation of costs for line items, and project schedule. (Although a cash/in-kind match is not required, preference may be given to applicants with local contributions to the project.)
	3	Project Map	Map showing proposed project area.
	4	Project Narrative See page 9	Description of organizational information and purpose of grant request.
	5	Proof of eligibility for funding	Any documentation that your group is considered an eligible applicant. If your group is not an eligible applicant, you must use a pass through organization
	6	Letters of support, partnerships and inkind documentation	Substantiates need for the project and shows collaboration with other organizations.
	7	Other Information	Any literature or narrative describing the proposed project. (Optional)
	8	Landowner Commitment Form or Landowner letter of Authorization	Form documenting landowner's commitment to the project completion (FORM PROVIDED BY SINNEMAHONING STAKEHOLDERS) (LETTER OF AUTHORIZATION PROVIDED BY STATE AGENCIES)

* Note: If the applicant will be using another organization as a Pass-through Organization, documentation of that organization being an eligible applicant must be provided.

*** ALL INFORMATION MUST BE PROVIDED WHERE APPLICABLE. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

Project Narrative

The following information MUST be provided in outline format to be considered.

Please provide the following information:

1. A statement of organization's mission, goals, number of members and prior accomplishments and past projects; and,
2. A statement of the purpose of grant request, and answers to the following questions in no more than 3 pages:
 - 1) Why are you seeking funding?
 - 2) What is your proposed plan of work and timeline (not to exceed 2 years)?
 - 3) Will additional partners be involved? If so, please list additional partners and their responsibilities and other local support.
 - 4) Demonstrate that a positive environmental impact will be provided to the watershed.
 - 5) Is the project new or a continuation of another project?
 - 6) Is the project open to public use?
- is not required but may be given preference
 - 7) Also include
 - a. Project deliverables
 - b. Landowner commitment form or acceptable letter of authorization
 - c. Represent the cost effectiveness of the project
 - d. Project sustainability
 - e. Pictures for applicable projects such as streambank stabilization, illegal dump cleanup, etc... to show need for funding

Attachments

The following information must be provided to be considered.

Please attach the following to your narrative:

- Map showing proposed project area.
- Documentation of proof of eligibility for funding.
- Letters documenting support, partnerships, and in-kind contributions
- Landowner Commitment form (Provided by Stakeholders Committee) or acceptable Landowner letter of authorization
- Any other information describing your organization or proposed project that you believe is important.

PLEASE SUBMIT TO HEADWATER RC&D COUNCIL BY **January 6, 2017**

**Headwaters RC&D Council
109 North Brady St, 2nd Floor
Dubois, PA 15801**

DATE:	PROJECT TITLE:
ORGANIZATION NAME (INCLUDE EIN)	
NAME OF THE TAX-EXEMPT ORGANIZATION TO WHICH FUNDS WILL BE DISTRIBUTED IF DIFFERENT FROM THE ORGANIZATION ABOVE (PASS-THROUGH ORGANIZATION, INCLUDE EIN):	
GEOGRAPHIC AREA THE PROJECT WILL AFFECT (PLEASE ATTACH MAP):	
WATERSHED:	COUNTY:
MUNICIPALITY(IES):	LATITUDE/LONGITUDE
STREAM NAME:	IS THE PROJECT AREA OPEN FOR PUBLIC USE:
ARE YOU OBTAINING FUNDING ELSEWHERE FOR THIS PROJECT:	ARE YOU WILLING TO ACCEPT FUNDING FROM THE PA FISH AND BOAT COMMISSION:
PROVIDE A ONE-SENTENCE DESCRIPTION OF THE PROJECT:	
BEGINNING AND END DATES OF PROJECT: (MAXIMUM OF 2 YEARS)	
AMOUNT REQUESTED:	TOTAL PROJECT COST:

CONTACT INFORMATION FOR ALL GRANT RELATED CORRESPONDENCE:

CONTACT NAME AND TITLE:	
ADDRESS:	
DAYTIME PHONE:	FAX NUMBER:
EMAIL:	
SIGNATURE:	TITLE:

BUDGET NARRATIVE

LINE ITEM	DESCRIPTIONS/DETAILS/ EXPLANATIONS	SSC GRANT FUNDS REQUESTED	LOCAL CONTRIBUTIONS (CASH AND/OR IN-KIND)
SALARY AND BENEFITS (PLEASE BE SPECIFIC)			
TRAVEL (PLEASE BE SPECIFIC)			
EQUIPMENT/SUPPLIES (PLEASE LIST EACH ITEM. ATTACH A SEPARATE SHEET IF NECESSARY.)			
CONSTRUCTION (PLEASE BE SPECIFIC)			
CONTRACTUAL (PLEASE BE SPECIFIC)			
ADMINISTRATIVE* (POSTAGE, MAILINGS, PHONE)			
OTHER (ITEMIZE)			
TOTALS			

* MAY NOT EXCEED 5% OF TOTAL GRANT REQUEST

**Headwaters RC&D Council
Sinnemahoning Stakeholders Committee
Sinnemahoning Watershed Grant Program**

Landowner Letter of Commitment

I, _____(property owner) do hereby authorize and agree to permit _____(applicant) to enter my property, with the intent to design and/or install Best Management Practices (BMP's) on my property for the purpose of environmental improvement on _____(specific waterway).

I understand that if a Sinnemahoning Watershed Grant award is made by the Sinnemahoning Stakeholders Committee, I will be required to execute a Landowner-Grantee Agreement with on Operation and Maintenance Plan. This agreement will identify specific maintenance tasks and the parties that will be responsible to perform those tasks to ensure that the BMP's installed are properly maintained.

Property Owner Signature

Applicant Signature

Property Owner Name (Printed)

Applicant Signature (Printed)

Date

Date