



MISSOURI DEPARTMENT OF NATURAL RESOURCES
 SOIL AND WATER CONSERVATION PROGRAM
WATERSHED BASED PLANNING GRANT
APPLICATION Form 780-2123

FOR OFFICE USE ONLY	
DATE RECEIVED	
ALL DOCUMENTATION RECEIVED	
Yes	No

1. SPONSORING AGENCY INFORMATION

A. NAME OF SPONSORING AGENCY		B. HAS THE SPONSOR RECEIVED ANY PREVIOUS SECTION 319 GRANTS? <input type="checkbox"/> YES <input type="checkbox"/> NO	
C. SPONSORING AGENCY'S MAILING ADDRESS (STREET, CITY, STATE, ZIP CODE)		D. DOES THE SPONSORING AGENCY HAVE ANY OTHER OPEN 319 GRANTS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, PROVIDE THE PROJECT TITLE AND PROJECT NUMBER:	
E. SPONSORING AGENCY TYPE (CHECK ONE) <input type="checkbox"/> EDUCATIONAL INSTITUTION <input type="checkbox"/> NONPROFIT 501(C)(3) <input type="checkbox"/> GOVERNMENT: SPECIFY:		F. SPONSORING AGENCY INFORMATION SPONSOR FEDERAL TAX ID NUMBER: DUNS NUMBER: CONGRESSIONAL DISTRICT NUMBERS:	
G. PRIMARY SPONSOR CONTACT (NAME, TITLE, TELEPHONE NUMBER WITH AREA CODE, FAX NUMBER WITH AREA CODE, E-MAIL ADDRESS)		H. PROJECT MANAGER CONTACT INFORMATION (IF DIFFERENT FROM PRIMARY CONTACT)	

2. PROJECT INFORMATION SUMMARY

A. NAME OF PROJECT		
B. PROJECT START DATE (MM/DD/YYYY)	C. PROJECT END DATE (MM/DD/YYYY)	
D. PROJECT AREA		
Watershed Name:	Hydrologic Unit Code:	Size in Acres:

E. PROJECT BUDGET SUMMARY			
Federal Budget Categories	Section 319 Federal Funds Requested	Nonfederal Match [(40/60) x (319 Funds Requested)]	Other Match
Salary			
Fringe			
Travel			
Equipment (over \$5,000)			
Supplies			
Contractual			
Other			
Approved Indirect (%)			
Totals (verify all calculations)	\$	\$	\$

3. SPONSORING AGENCY'S AUTHORIZED SIGNATURE AND APPROVAL OF APPLICATION

To the best of my knowledge, all the information in this application is true and correct. The documentation has been duly authorized by the governing body of the applicant. As the authorizing representative I attest I have read the required documents and assure I can and will comply with all requirements and conditions of this grant if awarded.

NAME AND TITLE OF AUTHORIZED ORGANIZATION REPRESENTATIVE (PRINT OR TYPE)	SIGNATURE	TELEPHONE NUMBER WITH AREA CODE
NAME AND TITLE OF APPLICANT OR PROJECT MANAGER (PRINT OR TYPE)	SIGNATURE	TELEPHONE NUMBER WITH AREA CODE

Applications are to be submitted online at <https://dnr.mo.gov/fundingoppportal.htm>. For questions or issues regarding the online submission, please contact the Section 319 Nonpoint Source Unit at 573-751-4932.

4. DETAILED PROJECT INFORMATION

A. IS THE WATERSHED ON THE 303D LIST OF IMPAIRED WATERS OR DOES IT HAVE A TMDL? IF YES, PLEASE LIST THE MAIN POLLUTANT AND SOURCE.

YES NO

B. WILL THE WATERSHED BASED PLAN IMPLEMENT A TOTAL MAXIMUM DAILY LOAD?

YES NO

C. HAS A WATERSHED COMMITTEE BEEN FORMED IN THIS WATERSHED?

IF YES, PLEASE GIVE INFORMATION ON WHEN THE COMMITTEE WAS FORMED, NUMBER OF MEMBERS, HOW OFTEN THE COMMITTEE MEETS, ETC.

YES
 NO

D. WILL WATERSHED SUBCOMMITTEES (E.G. TECHNICAL, OUTREACH, ETC.) BE FORMED?

IF YES, PLEASE PROVIDE INFORMATION ON HOW THESE SUBCOMMITTEES WILL BE CREATED.

YES
 NO

E. WHAT PARTNERSHIPS WILL BE FORMED? PLEASE PROVIDE INFORMATION ON HOW PARTNERSHIPS WILL BE CREATED.

F. BRIEFLY EXPLAIN HOW STAKEHOLDERS WILL BE INVOLVED OR ENCOURAGED TO PARTICIPATE IN THE PROJECT OR PLANNING EFFORTS.

G. HOW WILL THE PLAN BE PRESENTED TO THE STAKEHOLDERS?

H. DOES THIS PROJECT LINK TO OTHER GRANT PROGRAMS OR OTHER EFFORTS IN THE WATERSHED?

5. PROJECT NARRATIVE

The narrative should be clear, concise and address all of the components within this section. If water quality monitoring is to be conducted during the project, please complete the Section 319 Water Quality Monitoring Worksheet. Add additional sheets as needed (attach a Word document to the application submission).

A. WATERSHED CHARACTERISTICS: PROVIDE A BRIEF DESCRIPTION OF THE WATERSHED (E.G. LOCATION OF WATERSHED, WATER QUALITY CONDITIONS, GENERAL SOIL TYPE AND LANDUSE, NUMBER OF COMMUNITIES AND POPULATION SIZE, ETC.). ATTACH ADDITIONAL PAGES IF NECESSARY. PLEASE ATTACH A MAP OF THE WATERSHED FOR REFERENCE.

B. GOALS AND OBJECTIVES: CLEARLY AND CONCISELY DESCRIBE THE OVERALL GOAL(S) OF THE PROJECT, THE OBJECTIVE(S) THAT WILL BE COMPLETED TO ACCOMPLISH THE PROJECT GOAL(S) AND HOW THE WATERSHED WILL BENEFIT FROM A WATERSHED BASED PLAN.

C. INFORMATION AND OUTREACH PROJECT COMPONENT: CLEARLY AND CONCISELY DESCRIBE THE ACTIVITIES PLANNED TO HELP THE PUBLIC BECOME AWARE OF AND INFORMED ABOUT THE BENEFITS OF THE PROPOSED PLANNING PROJECT; INCLUDE INFORMATION SUCH AS ACTIVITIES (E.G. WORKSHOPS, WEBSITE CREATION, BROCHURES, TOURS, ETC.), TARGET AUDIENCES, METHODS/MEASURES OF PUBLIC PARTICIPATION OR SUPPORT, ETC.

D. DEMONSTRATION PROJECT: CLEARLY AND CONCISELY DESCRIBE THE BEST MANAGEMENT PRACTICE (BMP) DEMONSTRATION PROJECT PLANNED TO INFORM THE PUBLIC OF THE NEED AND NECESSITY OF A PROGRAM TO REDUCE POLLUTANTS IN THE WATERSHED; PROVIDE A BRIEF EXPLANATION WHY THE TYPE OF MANAGEMENT PRACTICE WAS SELECTED, AND THE TARGETED LOCATION(S) THE PRACTICE IS TO BE IMPLEMENTED.

E. PROJECT OUTPUT: CLEARLY STATE WHAT WILL BE PRODUCED DURING THE PROJECT PERIOD (E.G. NUMBER OF WORKSHOPS, PUBLIC MEETINGS, NEWS RELEASES, NEWSLETTERS, MAILINGS, WEB SITES PRODUCED, DEMONSTRATION PROJECT DELIVERABLES, ETC.). ALSO INDICATE IF WATER QUALITY MONITORING AND ASSESSMENT DATA WILL BE COLLECTED.

6. WATERSHED BASED PLAN SCHEDULE

Provide a schedule of milestones to show a comprehensive sequence of activities that will be completed to ensure project success. Dates may be recorded as “quarterly” as appropriate. Add additional sheets as needed (attach a Word document to the application submission).

6.a. GENERAL PROJECT SCHEDULE OF MILESTONES

General Project Milestones	Responsible Party(ies)	Target Completion Date
Form Watershed Planning Committees Describe the types of committees to be formed:		
Watershed Planning Committee Meetings How many/with what frequency will meetings be held:		
Information and Outreach Project Component to help the public become aware of and informed about the benefits of the watershed planning effort List the main activities that will be conducted to complete this component:		
Public Meetings to gather information to aid in plan development/finalization How many and what type of meetings will be held:		

Post Draft Watershed Based Plan for Public Review and Comment		
Submit Draft Watershed Based Plan for Review Allow for three iterations of review and editing (first, second, and final drafts); set first completion date at least 10 months before project end date.		First draft: Second draft: Final draft:
Submit Finalized Watershed Based Plan (set completion date at least 1 month before project end date)		
Print and Distribute Finalized Watershed Based Plan		
Submit Quarterly Project Progress Reports (based on project start date)		
Submit Quarterly Invoices and Documentation (based on project start date)		
Submit Water Quality Data Annually (if applicable) (by Oct. 15 and at close of project)		
Submit Annual Project Progress and MBE/WBE Reports (by Oct. 15 and at close of project)		
Submit Single Audit Documentation Annually		
Submit Final Project Report (draft due 30 days prior to project end date)		
Other (please describe any additional necessary milestones)		

6.b. CRITICAL ELEMENT-SPECIFIC SCHEDULE OF MILESTONES

A watershed based plan **must** include nine prescribed critical elements. In this section, describe the approach that will be taken to address completion of each element during plan development. The critical element summaries below describe what will need to be completed **during plan development**, please describe the basics of **how** each element will be completed. For each critical element, describe the major task(s) that will be conducted to complete the element during plan development, list who will be responsible for completing it, and estimate its expected completion date. If water quality monitoring is to be conducted during this project, please complete and submit the Section 319(h) Water Quality Monitoring Worksheet. Attach additional sheets as necessary (attach a Word document to the application submission).

Required Critical Elements (Summary)	Responsible Party(ies)	Target Completion Date(s)
<p>a. Impairment – Identify the causes and sources of pollution (point and nonpoint) and pollutant(s) that will need to be controlled to fix the water body (lake, river, stream) impairment(s), and to achieve any other watershed goals.</p> <p>List the major task(s) that will be conducted to complete this element:</p>		

<p>b. Load Reductions – Estimate the pollutant load reduction(s) needed to correct the water body impairment(s). Modeling can be simple or quite complex depending upon the application used. Spreadsheets and land cover mapping are typically employed in these models to estimate load reductions.</p> <p>List the major task(s) that will be conducted to complete this element:</p>		
<p>c. Management Measures – Describe the nonpoint source best management practices that will need to be implemented to achieve the pollutant load reductions identified in element b.</p> <p>List the major task(s) that will be conducted to complete this element:</p>		
<p>d. Technical & Financial Assistance – Estimate of the amount of technical and financial assistance that will be needed and/or the sources and authorities that will need to be relied on to implement the best management practices identified in element c.</p> <p>List the major task(s) that will be conducted to complete this element:</p>		
<p>e. Public Information & Education – Describe an information and outreach program that will be used to enhance public understanding of the planning effort and encourage their early and continued support of and participation in implementation of nonpoint source best management practices prescribed in the watershed based plan.</p> <p>List the major task(s) that will be conducted to complete this element:</p>		

<p>f. Schedule – Create a detailed schedule for implementing the best management practices identified in element c. List the major task(s) that will be conducted to complete this element:</p>		
<p>g. Milestones – Describe the interim, measurable milestones needed to determine whether nonpoint source best management practices or other controls are being implemented. List the major task(s) that will be conducted to complete this element:</p>		
<p>h. Performance – Develop a set of criteria to determine whether loading reductions are being achieved over time and if progress is being made towards attaining water quality standards and, if not, the criteria to determine if the watershed based plan, or a related total maximum daily load, needs to be revised. List the major task(s) that will be conducted to complete this element:</p>		
<p>i. Monitoring – Develop a monitoring component to evaluate the effectiveness of the implementation efforts over time. List the major task(s) that will be conducted to complete this element:</p>		