

Attachment D

Other Grant Provisions for Clean Water Initiative Program Grants & Contracts

1. **Press Release:** Grantees are required to issue a press release to local or area news publications informing readership of the receipt of their State of Vermont, Agency of Natural Resources, Department of Environmental Conservation, Clean Water Initiative Program (CWIP) funded grant along with details on the grant's purpose, actions, and results. Grantees will submit a copy of the press release and a list of the entities to whom the press release was sent to the TPM as a deliverable.
2. **CWIP Funding Policy:** Grantees are expected to have reviewed the details and all requirements listed in the DEC CWIP State Fiscal Year Funding Policy and to abide by each policy as it relates to their agreements. The current funding policy can be found on the Clean Water Grants webpage: <https://dec.vermont.gov/water-investment/cwi/grants>. The applicable funding policy is that which is most current at the time of agreement or amendment execution.
3. **Environmental Justice, Diversity, Equity, and Inclusion:** Grantees will manage their grants in a manner that advances environmental justice, diversity, equity, and inclusion. Grantee will include a brief narrative on how each agreement advanced regional environmental justice, equity, diversity and inclusion in the Final Performance Report (see below).
4. **Block Grant Rounds:** Block grantees shall conduct communications and outreach to publicize their competitive grant round funding opportunities. This includes posting grant round information on the block grantee's website and broadly distributing announcement of funding opportunities. The grantee must also coordinate with CWIP to announce grant rounds via CWIP's Grants Notification List.
5. **Standard Milestones, Deliverables, and Performance Measures:** Standard milestones and deliverables are intended to: (1) standardize expectations for grant/contract recipients; (2) streamline the grant/contract agreement development process; (3) ensure projects progress as intended and achieve the desired outputs and outcomes; and (4) ensure project outputs and outcomes are captured and grant/contract recipients' efforts are acknowledged in the *Vermont Clean Water Initiative Annual Performance Report* and other communications supporting Vermont's clean water efforts. Standard milestones and deliverables are subject to change over time and the most up to date milestones, deliverables, and performance measures can be found on the Clean Water Grants webpage associated with the CWIP Funding Policy: <https://dec.vermont.gov/water-investment/cwi/grants>.
 - a. Standard milestones and deliverables must be followed for individual projects completed under a multi-project agreement (e.g., block grants). Block grantees should obtain the most up to date milestones, deliverables, and performance measures on the Clean Water Grants webpage before each sub-grant round to ensure sub-grantees are adhering to the most recent requirements.
6. **Final Performance Report:** A Final Performance Report is required for all CWIP agreements and contracts. Final Performance Reports allow CWIP to collect the data needed to report on progress towards achieving Vermont's water quality goals. The data submitted in these forms are uploaded to the Watersheds Projects Database and reported in the *Vermont Clean Water Initiative Annual Performance Report*, which is statutorily required to meet accountability and reporting requirements set forth by the Vermont State Legislature and US EPA. The Final Performance Report templates for block grants and non-block grants are subject to change over time and the most up to date templates

are available on the Grant Applicant and Recipient Resources webpage:
<https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>

7. **Stormwater BMP Report:** This form is required for all projects that completed the final design or implementation of a structural stormwater treatment practice. The data collected in this form allows CWIP to estimate the phosphorus reductions from stormwater practices, which allows the state to monitor progress towards meeting water quality goals. Grantees must complete a separate report for each BMP completed within the scope of the project and submit them along with the Final Performance Report. Cost data must also be provided for each BMP within the agreement. The Stormwater BMP Report template is subject to change over time and the most up to date template is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>.
8. **Riparian Buffer BMP Report:** This form is required for all projects that completed a riparian buffer planting. The data collected in this form allows CWIP to estimate the phosphorus reductions from buffers, which allows the state to monitor progress towards meeting water quality goals. Grantees must complete a separate report for each planting completed within the scope of the project and submit them along with the Final Performance Report. Cost data must also be provided for each planting within the agreement. The Riparian Buffer BMP Report template is subject to change over time and the most up to date template is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>.
9. **Final Match Documentation (Form 430-M):** The Form 430-M is required for all projects with required match. All match must be documented in the Form 430-M and submitted at the end of the project with the final invoice. The Form 430-M is subject to change over time and the most up to date template is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>
10. **Operation & Maintenance (O&M) Plan Agreement.** The O&M Plan Agreement is required for all implementation projects to ensure that the projects and/or practices supported by CWIP continue to function properly throughout their useful lives and contribute to improving water quality conditions of Vermont's waterways. The O&M template is subject to change over time and the most up to date template is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>
11. **Batch Import File (BIF):** The BIF is required for all scoping, identification, and assessment grants involving project identification and prioritization, as stated in the grant's milestone and deliverables table. This template provides the minimum amount of information needed to enter projects into the Watershed Projects Database (WPD). The Batch Import File template is subject to change over time and the most up to date template is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>
12. **Outreach Reporting:** The Clean Water Outreach Efforts Online Form is required for all grants involving outreach activities (workshops, trainings, and public/stakeholder meetings), as stated in the grant's milestone and deliverables table. The form must be submitted online within one week of each event taking place. This online form and reporting instructions are available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>
13. **Design Terminology and Guidance Document:** If your project is a design project, please use the Design Terminology and Guidance Document as a reference for definitions of design completion

levels and expected deliverables. The Design Terminology and Guidance Document is subject to change over time and the most up to date document is available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>

14. **Clean Water Project Sign Reporting:** The State of Vermont Legislature directed Vermont state agencies to post signs that identify clean water projects funded by the State of Vermont (Act 84 of 2017, Section 35a). Grantees are required to post and take a photo of the Clean Water Project sign in front of their project during construction, if stated in the grant agreement's milestone and deliverables table. Instructions and guidelines for posting clean water signs are subject to change over time and the most up to date instructions are available on the Grant Applicant and Recipient Resources webpage: <https://dec.vermont.gov/water-investment/cwi/grants/resources#Final>