**Comments for FY2016 319 Nonpoint Source Preliminary Project Proposal**

**Sponsor:** Beaverhead Watershed Committee (Beaverhead CD)

**Project Title:** Dyce Creek

**319 Request:** $10,250

**DEQ Prj Mgr:** Katie Eiring (406)-444-0549 [keiring@mt.gov](mailto:keiring@mt.gov)

* 319 funding is competitive this year. Your funding request needs to be adequate, but not excessive.
* Prior to filling out the Final Project Proposal form, do the following:
  + Reread the Call For Project Proposals for FY2016, especially Attachment A – Project Scoring Sheet
  + Reread the Instructions for Completing 319 NPS Preliminary and Final Project Proposals (the Form Instructions)
  + Contact your DEQ Project Manager (noted above) for additional assistance
* Your Final Project Proposal must clearly demonstrate that all aspects of your project meet the following eligibility requirements:
  + Address nonpoint source pollution
  + Address impairments identified in Montana’s 2014 List of Impaired Waters
  + Implement goals and objectives identified in the 2012 Montana Nonpoint Source Management Plan
  + Directly implement projects or activities identified in a DEQ-accepted Watershed Restoration Plan (WRP)
* Proofread your Final Project Proposal. You may wish to read it out loud or ask a colleague to read it and provide comment.
* Complete all elements of the Final Project Proposal form. Pay special attention to the information requested in Section 1, as it seems to be a common source of errors. In Section 1 of the Final Project Proposal form, you do not need to include SWCDMI mini-grants in the list of open contracts.
* Section IV: Scope of Work must contain a separate task for each of the activities identified below where applicable. Attachment B of the Call For Project Proposals for FY2016 contains example template language for each of the four tasks:
  + Monitoring – For proposals involving on-the-ground projects, monitoring should evaluate the success of the project at reducing nonpoint source pollution. For projects addressing nitrogen, phosphorus or sediment, the monitoring task must include estimation of annual pollutant load reductions. For E&O projects, monitoring should include an evaluation of the activities’ effectiveness in reaching the target audience and achieving the desired outcomes.
  + Education and Outreach (E&O) – For proposals involving on-the-ground projects, E&O activities should be directly related to the project. To a limited extent, project sponsors may apply for funding for E&O projects that are not specifically related to an on-the-ground project, provided that the E&O projects are identified in their Watershed Restoration Plan.
  + Operation and Maintenance, Landowner Agreements – This only applies to contracts involving on-the-ground projects. Landowner agreements must address project design and implementation, revegetation of disturbed areas, operation and maintenance for the life of the practice, and site access.
  + Contract Administration – Deliverables include status reports, annual reports and a final report as well as appropriate billing and contract management. The 319 funds requested for administrative activities must not exceed 10% of the total 319 funds request in your proposal; however, local match associated with administrative activities can exceed the 10% cap.
* Review all task timelines, the project milestone table, and other date-related information in the final project proposal. Dates must be consistent with the anticipated 319 funding schedule. Funding is not likely to be available until late June or July, 2016, and contract work should be completed within 2 to 3 years.
* Remember to include all applicable attachments (see Section IV of the Final Project Proposal form).
* Late or incomplete Final Project Proposal Forms will not be considered. If you have any questions please call your DEQ Project Manager well before the Final Project Proposal due date of September 28, 2015.

*Other Comments*

* Your cost estimate/request seems low. Provide a detailed budget with your final project application.
* Include a task for project effectiveness monitoring that includes how you plan to report on load reductions. BLM should be able to provide assistance with the load reduction estimates.
* Include a description of the culverts explaining their size and capacity.
* Provide a site map and photos to help give a clear picture of the scope of the project.