

August 31, 2012

City of Bozeman
Dustin Johnson
PO Box 1230
Bozeman, MT 59771

RE: FY2013 319 Project Proposal: Protecting Bozeman's Surface Waters

Dear City of Bozeman,

Thank you for submitting your 2013 Clean Water Act Section 319 grant project proposal entitled "Protecting Bozeman's Surface Waters" on behalf of the City of Bozeman. This year we received 21 project proposals with a total request of about \$1,229,300; we anticipate being able to award about \$900,000 in 319 funds, therefore the competition for 2013 project funding will be high.

Attached are comments that DEQ is providing for your consideration in preparing your final application. These comments are meant to provide you with the technical advisory reviewers and DEQ's perspectives in hopes of helping you develop a successful grant application.

I recommend you contact and work closely with the Technical Coordinator listed below in developing a final grant application. The technical coordinator is your primary DEQ contact throughout this application process.

Name	Title	Telephone	Email
Ann McCauley	Technical Coordinator	406-444-9897	amccauley@mt.gov

As a reminder, the final application needs to be e-mailed and a signed hard copy must be post-marked to me no later than 5:00 p.m. Monday, October 1, 2012. The Agency Review Panel will be meeting Tuesday, October 23, 2012 in Helena to review final applications; applicants should plan on attending the meeting to present and answer questions regarding applications. Additional details to follow.

Again, thank you for your project proposal submission and I hope your project is successful.

Sincerely,

Robert Ray, Manager
Watershed Protection Section
Water Quality Planning Bureau

Encl: Technical Review Comments
Change in Grant Application PDF Reader

Comments for FY2013, 319 Project Proposal

Category: Education & Outreach
Sponsor: City of Bozeman
Title: *Protecting Bozeman's Surface Waters*
319 Request: \$22,000

General Comments

- 319 funding is competitive this year. Please be thoughtful in your request for funds.
- Please ensure that your project relates to the goals and furthers the action plan of the 2012 NPS Management Plan.
- Please take the time to proofread the final application and ensure that it is consistent, free of errors and reads clearly.
- Please ensure that all the information in Section 1 of the Final Application is completed. This includes Project Location, Functional Category, Pollution Categories and relative Percents, Administrative Fee, Open Contracts (do not include mini-grants) and associated information.
- Please ensure timelines are included in the final application and that they are consistent with 319 funding, which will be available July 1, 2013.
- Please ensure that a task is included to administer this contract. This task should include status reports, annual reports and a final report as well as appropriate billing and contract management. The 319 request for administrative activities must not exceed 10% of the total 319 funds request; however local match associated with administrative activities can exceed the 10% cap.
- Please ensure that you include a monitoring component for your project. For watershed restoration projects, monitoring is generally related to on-the-ground activities and relates to the impairment listings. For education & outreach, monitoring is generally more of an evaluation of the project and how effective it was at achieving the desired outcomes.
- Late or incomplete applications will not be considered. If you have any questions please call your technical coordinator well before October 1, 2012.

Other Comments

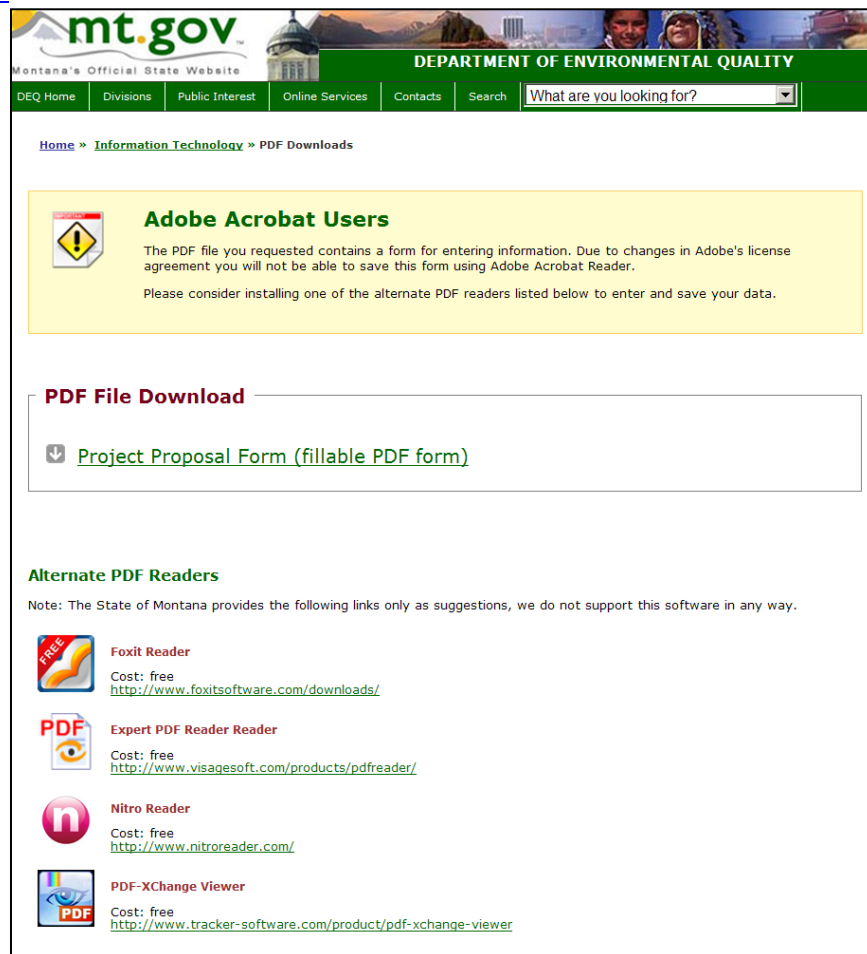
- Please complete the NPS Information and Project Location sections. Lat/long for the project can be for the city office building.
- Please provide more specific information on the project's overall goal: Is it to increase landowner/community *awareness* regarding stormwater impacts on local water quality, or to *change landowner/community behaviors* as they relate to local water quality? Defining the overall goal will help guide education development, outreach, and monitoring tasks.
- Please identify the NPS pollutants that are of most concern for this project and the societal behaviors that will be addressed by the education modules.
- What education and outreach programs have been done in the past with regard to stormwater pollution from private lands? Have previous outreach efforts been effective in preventing further problems? A 319-sponsored riparian buffer education campaign was conducted in Gallatin County in 2010 with a pre- and post-campaign phone survey done to assess the effectiveness of the campaign. Outcomes of this education campaign and survey may be helpful in the development of the proposed training modules and associated monitoring. Contact your DEQ project manager, Ann McCauley, for more information on this campaign.

- There are a number of wetlands in the proposed area; consider including a wetland component in your final proposal.
- Task 1, Contract Administration: Include DEQ 319 funding-required deliverables (billing statements, status reports, annual reports, etc.) in description.
- Task 2, Education: Please be more specific in describing the proposed training modules, including the method of delivery and what the modules and presentations will include.
- Task 3, Outreach: Given Bozeman has a large number of rentals and multiple-dwelling units, please define who the targeted landowners are (i.e., will renters and/or property managers be included in the targeted audience) and how issues regarding renters will be addressed (e.g., city utilities not in renter's name, rental turnover rates, and lease agreements that do not provide specific language for protecting waterways on the property).
- Task 3, Outreach: Task 3 states that the city will coordinate initial contact through mailing with a utility bill. How will you reach owners/renters who do e-billing? What will this initial contact be? Past experience with various E/O programs around the state have found brochures to not be very effective as they are often discarded by the recipient before reading.
- Task 3, Outreach: Please include the module presentations in task details and provide more specifics on the presentations, such as the method of delivery and the incentive for landowners to attend a presentation. Objective 3 states that at least 30% of targeted landowners will attend at least one module presentation; how many people will this be and how will you guarantee attendance? Will the information targeted to the landowners (those with property adjacent to waterways) be the same for the broader audience? Or would there be a different strategy for the broader audience with respect to public spaces adjacent to waterways?
- Monitoring: Please include monitoring activities as a defined task and expand on the monitoring efforts. Specifically, how will you evaluate the effectiveness of the education modules in altering landowner/public behaviors and/ or awareness?

To: 319 Grant Applicants
From: MT DEQ (Stephanie Crider)
Date: August 17, 2012
Subject: Change in Grant Application PDF Reader

Recently, Adobe Acrobat changed its licensing agreement resulting in the immediate change of format for any editable PDF files created by the Department of Environmental Quality (DEQ). The result of this is still an editable PDF file for the Final 319 Grant Application, however, it will likely need to be opened and edited in a different PDF reader.

When you go to the DEQ website to download the final application you will be directed to a page detailing this change (see below). There are several options for free PDF readers; Foxit Reader is very similar to Adobe Acrobat, and quite user friendly. If you have any questions regarding the format of the application and how to use a different reader, please direct them to me, Stephanie Crider, at scrider@mt.gov or 406-444-2478.



The screenshot shows the Montana Department of Environmental Quality (DEQ) website. The header includes the "mt.gov" logo and the text "Montana's Official State Website". The navigation bar lists "DEQ Home", "Divisions", "Public Interest", "Online Services", "Contacts", and a search box. The breadcrumb trail reads "Home » Information Technology » PDF Downloads".

Adobe Acrobat Users

The PDF file you requested contains a form for entering information. Due to changes in Adobe's license agreement you will not be able to save this form using Adobe Acrobat Reader.

Please consider installing one of the alternate PDF readers listed below to enter and save your data.

PDF File Download

Project Proposal Form (fillable PDF form)

Alternate PDF Readers

Note: The State of Montana provides the following links only as suggestions, we do not support this software in any way.

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- Expert PDF Reader Reader**
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- Nitro Reader**
Cost: free
<http://www.nitroreader.com/>
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