

August 31, 2012

Montana Watercourse  
Nikki Sandve  
PO Box 170570  
Bozeman, MT 59717

**RE: FY2013 319 Project Proposal: Storm Water Conference**

Dear Montana Watercourse,

Thank you for submitting your 2013 Clean Water Act Section 319 grant project proposal entitled "Storm Water Conference" on behalf of Montana Watercourse. 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.

<b>Name</b>	<b>Title</b>	<b>Telephone</b>	<b>Email</b>
Elena Evans	Technical Coordinator	406-444-0531	eevans2@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:** Montana Watercourse  
**Title:** Storm Water Conference  
**319 Request:** \$18,040

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### *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*

- Identify how this is not duplicative of previous projects.
- Provide more detail about specific partners and the role each will play at the conference.
- Any open 319 contract with DEQ on October 1, 2012 needs to be listed on the final application. Please update accordingly (The Watershed Institute, 2012 NPS grant).
- MSU Watercourse has two open 319 contracts with DEQ; therefore an internal review by DEQ staff will be done (as described in 2013 Call for Proposals).
- Please provide more specifics on the primary goal of the project. Specifically, is the goal to reach more individuals in a different area in the state or build upon the previous conference?
- Please provide a list of potential topics that would be focused on for the proposed conference and address how a final conference agenda will be developed (e.g., formation of a steering committee). This will be helpful for reviewers to assess how such a conference would be beneficial to reducing stormwater/NPS pollutants.

- Reviewer ideas for potential topics include: low impact development, new and emerging technologies for addressing storm water pollution, historically effective techniques, examples of storm water ordinances, and monitoring storm water pollution.
- Education and outreach projects require an effectiveness evaluation. How will you evaluate the success of your project?
- Describe who will be facilitating the planning and implementation of the conference. Often using the same people who did the previous conference can lead to a smoother implementation.

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](mailto: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**

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.

- Foxit Reader**  
Cost: free  
<http://www.foxitsoftware.com/downloads/>
- Expert PDF Reader Reader**  
Cost: free  
<http://www.visagesoft.com/products/pdfreader/>
- Nitro Reader**  
Cost: free  
<http://www.nitroreader.com/>
- PDF-XChange Viewer**  
Cost: free  
<http://www.tracker-software.com/product/pdf-xchange-viewer>