



Central Vermont Regional Planning Commission

**Water Quality Restoration Formula Grant  
Winooski Basin - Sub-grant Application Form  
FY24 - Round 2**

The Central Vermont Regional Planning Commission, in its role as the Clean Water Service Provider for the Winooski Basin, is accepting applications for funding for non-regulatory, phosphorous reduction projects that improve water quality. Fiscal Year 2024 - Round 2 proposals are due by 4:00 PM on 13 December 2023. For more information, including submission details, see the [Winooski Clean Water Service Provider webpage](#).

<b>0. Project Eligibility</b>	
Please Review the following reference materials before completing your proposal: <ul style="list-style-type: none"> <li><a href="#">FY23 Clean Water Initiative Program Funding Policy</a></li> <li><a href="#">Act 76, Clean Water Service Provider Rule and Guidance &amp; explanatory materials</a></li> </ul>	
Is the portion of the project for which you seek funding both non-regulatory and voluntary? (i.e. not a required or compelled element of a regulatory permit or a legal settlement)? <b>(answer must be Yes to proceed)</b>	
Does the project type meet the applicable definitions and minimum standards in the <a href="#">FY23 Clean Water Initiative Funding Policy</a> ? <b>(answer must be Yes to proceed)</b>	

## 1. Applicant Information

Organization/Municipality Name:

Primary Contact:

Title:

Mailing Address:

Phone Number:

E-mail Address:

Has the proposing organization / municipality been pre-qualified to receive subcontracts / subgrants from the Central Vermont Regional Planning Commission serving in its capacity as the Winooski Basin Clean Water Service Provider?\*

\* If you responded no to this question, please include Qualification Materials along with your funding proposal. See the [Winooski Clean Water Service Provider webpage](#) for more details.

## 2. Project Information

Project Title:

Watershed Projects Database ID\*:

\* Projects without a Watershed Projects Database ID will be evaluated. However, prior to receiving funding, a project must be entered into the Watershed Projects Database. See pages 11-13 of the [FY23 Clean Water Initiative Funding Policy](#).

Select the most representative project type (according to [Appendix B Project Types Table](#) of the 2023 CWIP Funding Policy) from the dropdown list below.\*

\* If there is more than one project type associated with the proposal, enter additional project types in the Project Description section below.

Project Phase for which you are seeking funding:

Project GPS coordinates (e.g. 44.26278, -72.58054):

Project Sub-basin:

### 3. Project Description

*Describe the proposed project. Include the following: project history; the phosphorus reduction practices that will be developed, designed or implemented with the requested funds; **details** of the project development activities, conceptual or final design plans and cost proposals (if available); and **references** to prior plans and studies that support the funding request. Propose a project schedule based on the milestones of the proposed project type. Assume an 8 January 2024 start date. (1000 words maximum)*

## 4. Staff Capacity & Past Experience

A list of key staff and a (brief) description of their role in the project. If any of the staff listed here were not included in your organization's pre-qualification materials, please attach a one-page resume describing their qualifications to the project proposal.

Name	Project Role

Provide three examples of relevant past work. Include the Watershed Projects Database ID (if applicable), key staff and their role(s) in the project, a brief description of the project (phase, type, partners, etc.) and contact information for project references. Projects listed here should demonstrate the experience of the specific staff anticipated to work under this proposal.

### Example Project 1:

Watershed Projects Database ID (if applicable):

Project staff & their project role(s):

Project description (250 words max):

Reference contact information:

Name:

Affiliation:

Phone:

Email:

### Example Project 2:

Watershed Projects Database ID (if applicable):

Project staff & their project role(s):

Project description (250 words max):

Reference contact information:

Name:

Affiliation:

Phone:

Email:

**Example Project 3:**

Watershed Projects Database ID (if applicable):

Project staff & their project role(s):

Project description (250 words max):

Reference contact information:

Name:

Affiliation:

Phone:

Email:

**5. Estimated annual total phosphorus load reduction (kg/yr)**

Please review the Department of Environmental Conservation's [Standard Operating Procedures \(SOPs\) for Tracking and Accounting of Phosphorous](#) prior to completing this section.

For Developed Lands projects, estimate the annual phosphorous load reduction using the Department of Environmental Conservation's [Stormwater Treatment Practice Calculator](#). Export the results from the calculator and include that information in the proposal package. For Natural Resource Restoration projects, estimate the annual phosphorous load reduction using the Department of Environmental Conservation's [Interim Phosphorous Calculator Tool \(v1.0\)](#). Save the results from the calculator and include them in the proposal package.

Enter the estimated annual total phosphorous load reduction (kg / yr):

If the proposed project consists of project identification / assessment or development-phase work, provide details regarding the types of projects you intend to investigate and the anticipated phosphorus reduction benefits you expect the project(s) might achieve.

## 6. Project Budget

Develop a detailed budget with a cost breakdown of all project and administrative expenses. The budget should be itemized by Task with anticipated costs for personnel, equipment, materials, subcontracted services and other costs as appropriate. Be sure to request sufficient funding to complete the required milestones and deliverables (including project reporting) for the type of project being proposed. See the [FY23 Clean Water Initiative Program Funding Policy](#) for more information on the milestones required for the project type you are proposing.

### *Notes:*

Mileage: Use the FY24 federal rate (\$0.655 / mile)

Indirect: If you have a negotiated indirect rate, please use that. Otherwise, you may charge up to 10% on all APPLICANT costs and 10% on the first \$50,000 of SUBCONTRACTORS costs.

### **Funding request**

Amount of funding requested:

State matching funds:

Non-State matching funds:

Total project budget:

### **Future costs**

If this proposal seeks funds for Preliminary (30%) or Final (100%) Design-phase work, please estimate anticipated future costs for subsequent project phases. Do not include this amount in the "Funding request" section above.

Anticipated future funding:



## 7. Co-benefits

- a) **ENVIRONMENTAL JUSTICE:** points are awarded when a project is located in a Census Block Group where one or more Environmental Justice Focus Population demographic conditions exist. *This value is calculated by the Clean Water Service Provider based on the project location.*
- b) **ECOLOGICAL BENEFITS:** points are awarded when a project reduces sediment and / or non-phosphorous nutrient loads to stressed, altered, impaired or priority waterways to which it is hydrologically connected. *This value is calculated by the Clean Water Service Provider based on the project location.*
- c) **ECOSYSTEM SERVICES:** points are awarded when a project moderates natural phenomena through carbon sequestration and flood resilience. *This value is calculated by the Clean Water Service Provider based on the type of project being proposed.*
- d) **COMMUNITY BUILDING:** points are awarded when a project involves the community in data collection and decision-making, enhances the working landscape and provides recreational benefits. Please answer the following:

- ◇ Are there proposed efforts to meaningfully involve community members in planning, project development, decision-making and implementation?

If you answered Yes to the previous question, please describe the effort to involve community members:

- ◇ Does the project involve data collection by community members (e.g. citizen science initiative)?

If you answered Yes to the previous question, please describe the effort to involve community members in data collection:

- ◇ Is the project located on a parcel that is enrolled in the Use Value & Appraisal Program (aka the Current Use Program) (Contact the Clean Water Service Provider for assistance.)?
- ◇ Does the project maintain / improve an existing recreational space?

If you answered Yes to the previous question, please describe the maintenance or improvement of existing recreational space(s):

- ◇ Will the project result in new / expanded recreational opportunities?

If you answered Yes to the previous question, please describe the effort to create new or expand existing recreational opportunities:

e) **EDUCATION:** An Education Co-Benefit is realized when a project includes aspects of public outreach designed to educate community members about the importance of phosphorus reduction and watershed health

- ◇ Will the project include an educational component?

If you answered Yes to the previous question, please describe the educational component of the project below:

- ◇ Interpretive signage:

- ◇ Educational meetings / workshops:

## 8. Other Considerations

a) **DESIGN LIFE:** The design life of the proposed project is:

b) **LANDOWNER RELATIONS**

◇ **PROPERTY OWNERSHIP:** The project will be located on:

◇ **LANDOWNER SUPPORT:** Provide a list of landowner support letters below. Please submit any letters or email from the landowner indicating their support for the project and awareness of their required commitment. Note date of letter/email and sender below.

◇ **OTHER:** Include other information regarding landowner relations here.

c) **OPERATIONS & MAINTENANCE**

◇ **COST ESTIMATE:** Provide a quantitative estimate of operation & maintenance costs on an annual basis where available. If not available, please provide a qualitative estimate. The anticipated annual operations & maintenance expenses for this project are:

◇ **O & M AGREEMENT:** There is a signed operations & maintenance agreement for this project:

If you answered Yes to the previous question, please include a copy of the signed O & M Agreement in the proposal package.

◇ **OTHER:** Include any other information regarding the operations & maintenance agreement for this project.

d) **PERMITTING:** This project will require a permit:

If you answered Yes to the previous question, please provide a list of the required permits, any issues anticipated in obtaining the permits and the status of the permit. If you have permit(s) for the project in hand, please include a copy of them in the proposal package.

e) **BARRIERS:** Describe any potential barriers to completing this project and how you plan to manage those challenges:

f) **HISTORIC SITE REVIEW:** Consult the [Vermont Historic Sites spreadsheet](#) and accompanying guidance in the State Historic Preservation Review section of the [FY23 Clean Water Initiative Program Funding Policy](#) to determine whether the proposed project will require Preliminary and Final Project Review by the Vermont Division of Historic Preservation. Include a copy of the completed Vermont Historic Preservation Project Review Form in the proposal package.

◇ The proposed project will require State Historic Preservation Review:

## 9. Proposal Submission

**Assemble the following materials in the order listed into a single PDF and submit to Brian Voigt ([voigt@cvregion.com](mailto:voigt@cvregion.com)) with the Subject line: "Basin 8 Clean Water Service Provider Project Proposal – FY24, Round 2".**

1. If your organization or municipality has not yet been pre-qualified as an eligible Basin 8 Clean Water Service Provider Clean Water Partner, please complete and submit a [pre-qualification form](#) along with your funding proposal.
2. Project proposal form (i.e. this document).
3. Include the following information in the order listed (please):
  - a) [Natural Resources Screening Form](#) (see the FY23 Clean Water Initiative Program Funding Policy – Appendix A. Required for preliminary design, final design, or implementation phase projects.)
  - b) Project Locator Map – applicants may use the [Vermont Agency of Natural Resources Atlas](#) to generate the Project Locator Map (Contact the Clean Water Service Provider for assistance.)
  - c) Project Timeline – Propose a project schedule based on the milestones of the proposed project type. Assume an 8 January 2024 start date.
  - d) Staff capacity – list key staff and their role(s) in the project. Attach one-page resumes for any staff listed in Section 4 of the Application Form who were not included in your pre-qualification materials.
  - e) Completed [DEC Interim Phosphorus Reduction Calculator Tool v1.0](#), or, for Developed Land Projects, report from [DEC Stormwater Treatment Practice Calculator](#). (Contact the Clean Water Service Provider for assistance.)
  - f) Detailed project budget with a cost breakdown of all project and administrative expenses. The project should be itemized by Task with anticipated costs for personnel, equipment, materials, subcontracted services and other costs as appropriate. Be sure to request sufficient funding to complete the required milestones and deliverables (including project reporting) for the type of project being proposed.
  - g) Letter(s) of support from landowner(s) indicating their support for and awareness of the commitment required to advance / implement the project
  - h) Signed Operations & Maintenance Agreement (if applicable)
  - i) Permits – Attach approved project permits (if applicable).
  - j) Historic Site Review - Use the [spreadsheet](#) and accompanying guidance in the State Historic Preservation Review section of the [FY23 Clean Water Initiative Program](#) Funding Policy to determine whether your clean water project will require Preliminary and Final Project Review by the Vermont Division of Historic Preservation. Attach a copy of the completed Vermont Historic Preservation Project Review Form.

## **APPENDIX A. CLEAN WATER INITIATIVE PROGRAM - PROJECT ELIGIBILITY SCREENING FORM**

This fillable PDF form is designed to assist with project review by systematically walking through all eligibility criteria. It should be completed for all projects seeking funding for 30% + design or implementation work. It may be applied to projects seeking funding for assessment or development if helpful for determining their alignment with eligibility criteria 2, 3, 6, and 8.

### **Step 1: Conduct Eligibility Criteria #1 Screening: Project Purpose**

<b>Table 1A: Project Purpose</b>	
From the drop-down list to the right, please select which of the four objectives of Vermont's Surface Water Management Strategy this project addresses. If multiple, please list below:	



a final design will have a different WPD-ID from a preliminary design even if for the same project). If the project, or the specific phase, is not yet in the Watershed Project Database, follow directions provided in the CWIP Funding Policy to secure a WPD-ID. Please see [CWIP Funding Policy](#) for more information on the WPD-ID.

Table 3A. WPD-ID	
Watershed Project Database ID number assigned	
Watershed Project Database Project Name	

#### Step 4: Conduct Eligibility Criteria #4 Screening: Natural Resource Impacts<sup>3</sup>

Agency of Natural Resources (ANR) permit screening for natural resource impacts includes 1) an initial desktop review to identify which ANR permitting programs should be contacted, 2) a review by the relevant ANR permitting staff, and 3) a response summary from the project proponent addressing any permitting staff concerns. <sup>4</sup>

- 1) **Table 4. Natural Resource Impacts** facilitates a high-level desktop review of the most likely ANR permits to apply to clean water projects. Project proponents should answer all the questions to identify likely permit needs. <sup>5</sup> Please note that “project site” may include both the active restoration location as well as any additional impact footprint related to staging, site access, or storage of waste or disposed materials.
- 2) If responses to the **Table 4. Natural Resource Impacts** desktop review trigger a permitting staff consultation, **Table 4** provides appropriate contact information.
  - a. Proponents should send the identified permitting staff the following:
    - i. The watersheds project database identification number (WPD-ID) (if available),
    - ii. Project location (GPS coordinates)
    - iii. Summary of proposed scope of work, and
    - iv. Any other relevant information they request that will be utilized in their review.
  - b. **Proponents should clarify they are seeking permitting staff input on potential permitting needs, permit-ability of proposed scope of work, and other design considerations but they are NOT seeking a formal permit determination.**
  - c. Project proponents must attempt to communicate with the permitting staff and provide them with at least thirty days to review the project and provide a

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<sup>3</sup> Easements and Riparian Buffer Plantings are excluded from this eligibility requirement/step.

<sup>4</sup> In cases where this screening may have already occurred in a prior project phase, project proponents may supply attachments or links to relevant permit needs assessment documents in place of completing Table 4.

<sup>5</sup> Entities selected for funding are expected to perform due diligence to ensure all applicable permits (including non-ANR state, local, and federal permits) are discovered and secured prior to implementation. The [ANR Permit Navigator](#) and an Environmental Compliance Division Community Assistance Specialist can help confirm ANR permitting needs for any projects once selected for funding.



response. Project proponents are encouraged to perform this screening during a project development phase as opposed to during a project solicitation round to allow for more time for feedback. Permitting feedback may be up to one year old.

- 3) Proponents should summarize permitting staff feedback and how the proposed scope of work will address this at the bottom of **Table 4**. Specifically, please include:
  - a. Which permits or permit amendment are needed or might be needed?<sup>6</sup>
  - b. What type might be needed? (e.g., a general or individual permit<sup>7</sup>)?
  - c. What concerns were voiced by permitting staff?
  - d. How will the proposed scope of work address these concerns?<sup>8</sup>

Table 4A: Natural Resource Impacts		
I. Act 250 Permits		
<b>1. Have any Act 250 (Vermont’s Land Use and Development Control Law) Permits been issued in the project site’s parcel location?<sup>9</sup></b>	<b>Yes</b>	<b>No</b>
If <b>yes</b> , please provide the permit number and list any water resource issues or natural resource issues found <sup>10</sup> :  PermitNumber: _____  ResourceIssues: _____		
If <b>yes</b> , use the <a href="#">Water Quality Project Screening Tool</a> to identify the appropriate regulatory contact for an Act 250 consultation.  Regulatory Point of Contact Name/Position: _____		
II. Lake and Shoreland		
<b>1. Is the project site located within 250 feet of the mean water</b>	<b>Yes</b>	<b>No</b>

<sup>6</sup> Occasionally permit staff may indicate they need a field visit or to see more completed designs prior to making a permit need determination.

<sup>7</sup> Design phase projects that require an individual wetlands permit must have the permit in hand at the close of the final design phase. Implementation phase projects must have the individual permit in hand to be eligible for funding.

<sup>8</sup> Examples could include planned design changes or inviting permitting staff to stakeholder meetings.

<sup>9</sup> An Act 250 Permit is required for certain categories of development, such as subdivisions of 10 lots or more, commercial projects on more than one acre or ten acres (depending on whether the town has permanent zoning and subdivision regulations), and any development above the elevation of 2,500 feet. The [ANR Atlas Clean Water Initiative Program Grant Screening tool](#) can help answer this yes/no question. Follow the instructions on the link above to identify whether your project is located on an Act 250 parcel. Note that the layer to activate in ANR Atlas is now named “Clean Water Initiative Program Grant Screening.”

<sup>10</sup>Note that Act 250 permit amendments may require more extensive review of project impacts to natural resources including wildlife habitat, significant natural communities, and riparian zones. Please consult with the Act 250 District Coordinator regarding the nature and scope of that review and what bearing it may have on your project design.

<b>level (shoreline) of a lake or pond?</b> <sup>11</sup>		
<p>If <b>yes</b>, you might need either a Shoreland Protection Act Permit or a Lake Encroachment Permit. Use the <a href="#">Water Quality Project Screening Tool</a> to find the Lakes and Ponds Program contact for your project's region.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<b>III. Rivers, River Corridors, and Flood Hazard Areas</b>		
<p><b>1. Is there any portion of the project site located within 100' of a river corridor and/or mapped Federal Emergency Management Agency (FEMA) flood hazard area<sup>12</sup>? (e.g. a stormwater pond's pipe draining into a river corridor area)? Any permanent excavation/filling or construction within a flood hazard area or river corridor may trigger regulatory requirements through municipal bylaws or through state authorities.</b></p>	<b>Yes</b>	<b>No</b>
<p>If <b>yes</b>, you will need to speak with a <a href="#">Floodplain Manager</a>. Use the <a href="#">Water Quality Project Screening Tool</a> to find the Floodplain Manager for your project's region.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<p><b>2. Is any portion of the project site within a perennial river or stream channel?</b> <sup>13</sup></p>	<b>Yes</b>	<b>No</b>
<p>If <b>yes</b>, you will need to speak with a <a href="#">Stream Alteration Engineer</a>. Use the <a href="#">Water Quality Project Screening Tool</a> to find the Stream Alteration Engineer for your project's region.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<b>IV. Wetland</b>		

<sup>11</sup> The [ANR Atlas Clean Water Initiative Program Grant Screening tool](#) can help answer this yes/no question. Follow the instructions on the link above to identify whether your project is located in the jurisdictional zone to trigger a Lakeshore permit. Note that the layer to activate in ANR Atlas is now named "Clean Water Initiative Program Grant Screening."

<sup>12</sup> FEMA mapped Flood Hazard Areas are not available statewide on the ANR Natural Resources Atlas. For projects located in Grand Isle, Franklin, Lamoille, Addison, Essex, Orleans, Caledonia, and Orange Counties, maps are available via the FEMA Flood Map Service Center: <https://msc.fema.gov/portal/home>. ANR Floodplain Managers are available to provide technical assistance if needed.

<sup>13</sup> Stream Alteration Permits regulate all activities that take place within perennial river and stream channels. Examples of regulated activities include streambank stabilization, dam removal, road improvements that encroach on streams, and bridge/culvert construction or repair. The [ANR Atlas Clean Water Initiative Program Grant Screening tool](#) can help answer this yes/no question. Follow the instructions on the link above to identify whether your project is located in the jurisdictional zone to trigger a Stream Alteration permit. Note that the layer to activate in ANR Atlas is now named "Clean Water Initiative Program Grant Screening."

<p><b>1. Does the <a href="#">Wetland Screening Tool</a><sup>14</sup> provide a result of wetlands likely, very likely, or present at the project site?</b></p>	<p style="text-align: center;"><b>Yes                  No</b></p>
<p><b>2. Does your project site involve land that is in or near an area that has <u>any</u> of the following characteristics:</b></p> <ul style="list-style-type: none"> <li>o Water is present – ponds, streams, springs, seeps, water filled depressions, soggy ground under foot, trees with shallow roots or water marks?</li> <li>o Wetland plants, such as cattails, ferns, sphagnum moss, willows, red maple, trees with roots growing along the ground surface, swollen trunk bases, or flat root bases when tipped over?</li> <li>o Wetland Soils – soil is dark over gray, gray/blue/green? Is there presence of rusty/red/dark streaks? Soil smells like rotten eggs, feels greasy, mushy or wet? Water fills holes within a few minutes of digging? (See <a href="#">Landowners Guide to Wetlands</a> for additional information on identifying wetlands onsite.)</li> </ul>	<p style="text-align: center;"><b>Yes</b></p> <p style="text-align: center;"><b>No</b></p> <p style="text-align: center;"><b>Not Sure</b></p>
<p>If you answered <b>yes</b> or <b>not sure</b> to <u>either</u> of the above questions, you will need to contact your <a href="#">District Wetlands Ecologist</a> using the <a href="#">Wetland Inquiry Form</a>. The District Wetlands Ecologist can help determine the approximate locations of wetlands and whether you need to hire a Wetland Consultant to conduct a wetland delineation. Alternatively, if you answered <b>yes</b> or <b>not sure</b> to <u>either</u> of the above questions, you can simply budget for a Wetland Consultant in the proposed scope of work. Any activity within a Class I or II wetland or wetland buffer zone (minimum of 100 feet and 50 feet respectively) which is not exempt or considered an “allowed use” under the <a href="#">Vermont Wetland Rules</a> requires a permit. All permits must go through review and public notice process, which takes at minimum 6 weeks for a General Permit and 5 months for an Individual Permit.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>	
<p><b>1. Is your project a Wetland Restoration project type?</b></p>	<p style="text-align: center;"><b>Yes                  No</b></p>
<p>If you answered yes, under the <a href="#">Vermont Wetland Rules</a> you will need an “allowed use” determination from the DEC Wetlands Program. Contact your <a href="#">District Wetlands Ecologist</a> using the <a href="#">Wetland Inquiry Form</a>.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>	
<p><b>V. Fish and Wildlife</b></p>	
<p>State law protects endangered and threatened species. No person may take or possess such species without a Threatened &amp; Endangered Species Takings permit.</p> <p><b>1. Does your project involve cutting down trees larger than 5 inches in diameter in any of the following towns?</b> Addison, Arlington, Benson, Brandon, Bridport, Bristol, Charlotte, Cornwall, Danby, Dorset, Fair Haven, Ferrisburgh, Hinesburg, Manchester, Middlebury, Monkton, New Haven, Orwell, Panton, Pawlet, Pittsford, Rupert, Salisbury, Sandgate, Shoreham, Starksboro, St. George, Sudbury, Sunderland, Vergennes, Waltham, West Haven, Weybridge, Whiting</p>	<p style="text-align: center;"><b>Yes                  No</b></p>

<sup>14</sup> To view the Wetland Screening Tool introduction video, see <https://youtu.be/6lv5en0AB1o>

<b>2. Is the project site within 1 mile of a mapped<sup>15</sup> Significant Natural Community or Rare, Threatened, or Endangered Species?</b>	<b>Yes</b>	<b>No</b>
<p>If <b>yes</b> to either of the above questions, connect with the VT Fish and Wildlife department (everett.marshall@vermont.gov 802-371-7333) to discuss your project and any necessary permitting.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<b>VI. Stormwater</b>		
<b>1. Will the project disturb more than an acre of land during construction, add or redevelop impervious surface, create new development or <a href="#">otherwise require a Stormwater permit?</a></b>	<b>Yes</b>	<b>No</b>
<p>If <b>yes</b>, forward to the appropriate <a href="#">Stormwater specialist</a> to ensure necessary permitting. Use the <a href="#">Water Quality Project Screening Tool</a> to find the Stormwater specialist for your project's region.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<b>VII. Solid Waste</b>		
<b>2. Will you be creating any debris (including construction and demolition waste, stumps, brush, untreated wood, concrete, masonry, and mortar) with your project that you intend to bury on site? <sup>16</sup></b>	<b>Yes</b>	<b>No</b>
<p>If yes, connect with the Waste Management &amp; Prevention Division (dennis.fekert@vermont.gov 802-522-0195) to discuss your project and any necessary permitting.</p> <p><b>Regulatory Point of Contact Name/Position:</b></p>		
<p>Provide below or attach a narrative summary of Table 4 findings. Please include:</p> <ol style="list-style-type: none"> <li>Which permits or permit amendment are needed or might be needed?</li> <li>What type might be needed? (e.g. a general or individual permit)?</li> <li>What concerns were voiced by permitting staff?</li> <li>How will the proposed scope of work address these concerns?</li> </ol>		
<b>Is the project, as proposed, reasonably considered permit-able by all applicable</b>	<b>Yes</b>	<b>No</b>

<sup>15</sup> Find both of these layers on the ANR Atlas under Atlas Layers/Fish and Wildlife. Use the Measurement tool to 1) Plot Coordinates for your project 2) select the coordinates from the left panel 3) select the Radius Tool 4) click on your project location 5) Indicate 1 mile distance 6) look for overlap with either of these mapped layers.

<sup>16</sup> If your project will result in the transfer and disposal of debris (including construction and demolition waste, stumps, brush, untreated wood, concrete, masonry and mortar), you do not need a permit from this office as long as you hire a [licensed solid waste hauler](#) and bring the material to a certified facility.



<p>determine if it is a <a href="#">jurisdictional farm operation</a>, and any case that requires consultation with AAFM will occur via the <a href="#">farm determination</a> process. Please note this form must be submitted by the farm operation/landowner seeking the determination.</p>	<p><b>No</b><sup>18</sup> - There is no additional requirements related to agricultural review for these projects.</p>
<p><b>2. Is the proposed project an agricultural project?</b></p> <p>Examples of agricultural projects include but are not limited to Production Area Practices – (e.g. Waste Storage Facilities, Heavy Use Area, Diversion) Fence, Livestock Exclusion, Filter Strip, Cover Crop, Reduced Tillage, Manure Injection, Rotational Grazing. Please note this is not an exhaustive list of all agricultural practices.</p>	<p><b>Yes</b> - Agricultural Projects on jurisdictional farms are not an eligible project type. You can provide a referral to an applicable state or federal agricultural <a href="#">assistance program</a>, or a local organization.</p>
	<p><b>No</b>- The natural resource, innovative, or other project type will require an agricultural project review and approval from the Vermont Agency of Agriculture, Food and Markets (VAAFMM) to ensure a consistent approach on farms statewide that follows rules, regulations, and laws in place. Please follow Steps 1 &amp; 2 below.</p> <p><b>Step 1</b>- Please submit a detailed description of the project, project site, project details, landowner, farm operation, and any other relevant information to VAAFMM at <a href="mailto:AGR.WaterQuality@Vermont.gov">AGR.WaterQuality@Vermont.gov</a> .</p> <p><b>Step 2</b>- Once you complete this Agricultural Project Review, please allow 30 days for a response. Once that response has been received, please include a summary of the response in the next section.</p>
<p><b>Agricultural Project Review Status &amp; Summary:</b></p>	
<p><b>Check as Applicable</b></p>	<p><b>Status</b></p>
	<p>Submitted/ Pending</p>
	<p>Approved</p>
	<p>Denied</p>

<sup>18</sup> Note CWIP’s Agricultural Pollution Prevention project type eligibility is limited to land where owner or operator is not a jurisdictional farm (i.e., not required to meet the Required Agricultural Practices (RAPs)). As such, projects that meet the definition of the Agricultural Pollution Prevention project type in the [Appendix B. Project Types Table](#) are not subject to review by VAAFMM.

**Please include a summary of the response here:**

**Please note that it is expected that all projects with the status “submitted/pending” will be “approved” prior to a project approval for funding.**



Michele Braun &lt;michele@winooskiriver.org&gt;

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**RE: Wihakowi site issues**

1 message

**Borg, Jaron** <Jaron.Borg@vermont.gov>

Fri, Jul 28, 2023 at 1:25 PM

To: Michele Braun &lt;michele@winooskiriver.org&gt;, "Pomeroy, Staci" &lt;Staci.Pomeroy@vermont.gov&gt;

Michele,

I will let Staci work with you to get eyes on this one as the is presumed to not be jurisdictional under the Stream Alteration Rule.

**Jaron Borg** | River Management Engineer

Vermont Agency of Natural Resources | Watershed Management Division

1 National Life Drive, Davis 3, Montpelier VT 05620-3901

(802) 371-8342 | [Jaron.Borg@vermont.gov](mailto:Jaron.Borg@vermont.gov)

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**From:** Michele Braun <michele@winooskiriver.org>**Sent:** Friday, July 28, 2023 11:57 AM**To:** Pomeroy, Staci <Staci.Pomeroy@vermont.gov>; Borg, Jaron <Jaron.Borg@vermont.gov>**Subject:** Wihakowi site issues**EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.**

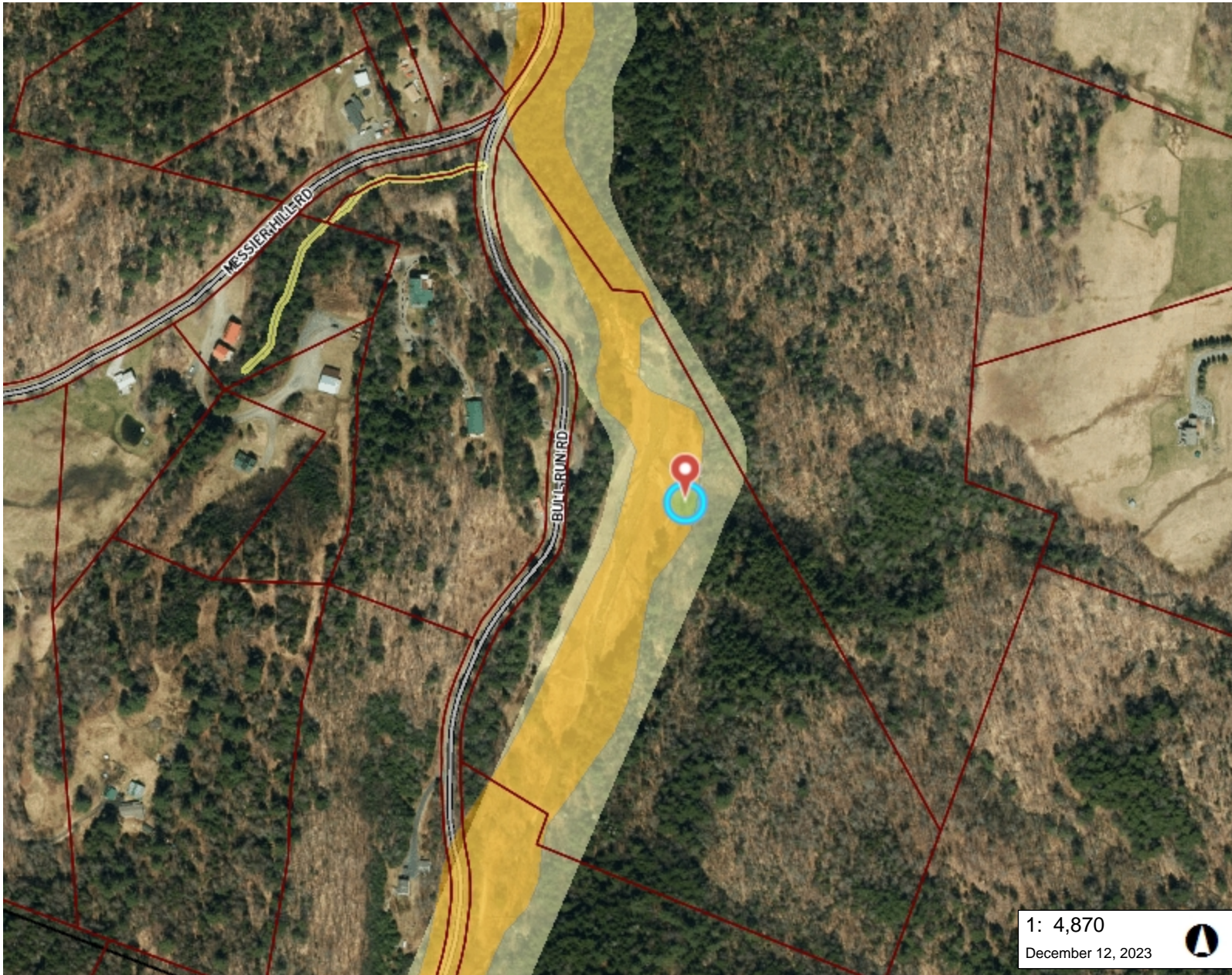
Hi Staci and Jaron,

I went out to the Camp Wihakowi dam removal site last week, and found that a tributary to Bull Run on the site has formed a 4.5' headcut. This has not even been a perennial stream, although we have had a few dry years, so it's hard to say for sure. Jessica Louisos and Alex Marcucci from SLR were with me, and they said that the solution to this is strategic woody addition, which is an eligible project type for CW funding.

I'm attaching four photos, so you can picture this, and a map. The yellow stream is Bull Run (the "Bull Run" labels sprinkled randomly around are not meaningful) and the blue ones are these little mountain drainage tributaries (they are blue line streams, surprisingly, and I would have sent a pic from the Atlas, but it still has pre-dam-removal aerial, which might be confusing). The more downstream (to the north, or up on the page) is the one that's in bad shape right at the edge of the forest.

Do you think it would be possible to schedule a site visit during the week of August 7th to assess this situation?





### LEGEND

**Flood Hazard Areas (Only FEM)**

- AE (1-percent annual chance flood)
- A (1-percent annual chance floodpl.)
- AO (1-percent annual chance zone feet)
- 0.2-percent annual chance flood ha

**River Corridors (Aug 27, 2019)**

- .5 - 2 sqmi.
- .25-.5 sqmi.

**Parcels (standardized)**

**Roads**

- Interstate
- US Highway; 1
- State Highway
- Town Highway (Class 1)
- Town Highway (Class 2,3)
- Town Highway (Class 4)
- State Forest Trail
- National Forest Trail
- Legal Trail
- Private Road/Driveway
- Proposed Roads

**Town Boundary**

1: 4,870  
December 12, 2023

247.0 0 124.00 247.0 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere 1" = 406 Ft. 1cm = 49 Meters

© Vermont Agency of Natural Resources THIS MAP IS NOT TO BE USED FOR NAVIGATION

### NOTES

On the site of the Camp Wihakowi dam removal, completed 2020

**DISCLAIMER:** This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.



## Bull Run Floodplain Restoration Photos from site visit July 14, 2023

Photo 1: waterfall over headcut face



Photo 2: tributary streambed material deposited in floodplain





Photo 3: tributary upstream of headcut



Photo 4: tributary farther upstream



## **Strategic Woody Addition to Stabilize Tributaries to Bull Run at Camp Wihakowi Dam Removal Site**

### **Proposed Project Timeline**

1. Project Kickoff February 2024
2. Draft design completed by June 15, 2024
3. Stakeholder meetings completed by July 15, 2024
4. Final design completed and permitted by September 1, 2024
5. Construction complete by October 1, 2024



## EDUCATION

- Master of Science**, Environmental Humanities || University of Utah 2021  
Thesis: *Albion Basin: A Case Study of Ecological Restoration in the Anthropocene*
- Graduate Certificate**, Global Sustainability || University of Utah 2020
- Dual Bachelor of Science**, Environmental Science and Geography || SUNY Oneonta 2017

## EXPERIENCE

- Stewardship Director**, Cottonwood Canyons Foundation 2021-2023
- Secured grants from Utah Department of Agriculture, local governments, and corporate sponsors
  - Coordinated the Invasive Weeds Management Program
  - Organized large volunteer events including National Public Lands Day and National Trails Day
  - Completed vegetation surveys for NEPA permitting applications relating to new trail construction
  - Hired, trained, and supervised 4 seasonal crew members and over 120 volunteers
  - Led snowshoe and ski field trips focused on ecological education for school groups
- Environmental Humanities Graduate Fellow**, University of Utah 2019-2021
- Assisted in event coordination in 2019, including green lunches and notable guest speakers
  - Contacted prospective students who express interest in applying to the EH program
- Vegetation Monitoring and Assessment Team**, National Park Service, Moab, UT 2019
- Worked to restore native species and eradicate invasives in Canyonlands and Arches National Parks and Hovenweep/Natural Bridges National Monuments in riparian and grassland areas
- AmeriCorps Vista Member**, Mālama Kauaʻi, Kilauea, HI 2018
- Streamlined grant application and management practices and secured grants
  - Developed training materials and provided ongoing mentorship for 8 AmeriCorps members
- Environmental Educator**, NYS Dept. of Environmental Conservation, Delmar, NY 2017
- Developed 8 new educational programs including Beaver Lodges and Bird Adaptations
  - Conducted routine invasive species removal of water chestnut and checks of 10 mile trail network
  - Led High School research class of 12 students monitoring macroinvertebrates
- Environmental Educator**, The Wild Center, Tupper Lake, NY 2016
- Developed and implemented 6 new Live Animal programs
  - Led Canoe and Stand Up Paddleboard tours, educating guests about river ecology and bog species
  - Guided Green Technology tours explaining the functions of photovoltaic cells, biofiltration, pellet stove.

## Training

- Utah State Noxious Weed Management Conference, St. George. (2023)
- Utah Master Naturalist: Utah State University (2022)
- Utah State Non-commercial Pesticide Applicators License: (2021)
- *QuickBooks* for Agriculture: Kauai Community College (2018)
- Federal Grant Writing for Nonprofits: NOAA Pacific Region (2018)
- Wilderness First Aid (WFA): National Outdoor Leadership School (2017)
- Early Childhood Educator Facilitator Training: Project Learning Tree (2017)
- Teachers on the Estuary Certified: NOAA (2017)
- Certified Interpretive Guide: National Association for Interpretation (2016)

## EDUCATION

- The University of British Columbia, Vancouver, BC** **2019**  
*Bachelor of Science in Global Resource Systems (B.Sc), Honors Standing*  
*Thesis: Soil Carbon Sequestration for British Columbia Vegetable Production*
- The University of Vermont, Burlington, VT** **2023**  
*Geographic Information Systems and Data Communication Professional Certificate*

## EXPERIENCE

- Vermont Fish & Wildlife Department, Montpelier, VT** *Technician* **2023**
- Conducted field work to monitor fish populations in ponds and streams.
  - Created and used surveys to monitor stream banks, tree plantings, culverts, and dams.
  - Synthesized extensive data sets.
  - Created a GIS project to assess aquatic habitat quality.
  - Supported a land acquisition project.
- New Leaf Organics, Bristol, VT** *Crew Lead* **2022**
- Assisted in running a 5-acre flower and vegetable farm.
  - Primary tractor operator.
  - Cover crop manager.
  - Field crew supervisor.
- Pumpkin Village Foods, Burlington, VT** *Sales / Operations* **2020-2022**
- Operated sales, purchasing, accounting, and delivery for the VT branch of a local food distributor.
  - Facilitated significant growth in sales and range of distribution.
- Lamoille South Supervisory Union, Stowe, VT** *Nordic Ski Coach* **2021-2022**
- Laughing Crow Organics, Pemberton, BC** *Field Crew* **2019**

## Training

- UVM Soil Morphology (Fall 2021)
- UVM Pasture Management (Fall 2021)

## Skills

- ArcGIS Pro / Survey123
- Excel / Data Management
- Google Workspace
- Quickbooks Online
- Soils Identification
- Basic Carpentry





Michele Braun &lt;michele@winooskiriver.org&gt;

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**FW: Wihakowi site issues - site visit follow up**

1 message

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**Fritschie, Keith** <Keith.Fritschie@vermont.gov>  
To: Michele Braun <michele@winooskiriver.org>

Thu, Aug 24, 2023 at 7:49 AM

Just FYI about P credits below.

**Keith Fritschie** (he/him), PhD | Watershed Planner

Vermont Agency of Natural Resources | Department of Environmental Conservation

Water Investment Division | Watershed Planning Program

[1 National Life Drive | Montpelier, VT 05620](#)802-490-6176 | [keith.fritschie@vermont.gov](mailto:keith.fritschie@vermont.gov)Visit our website [anr.vermont.gov](http://anr.vermont.gov)

*The Agency of Natural Resources supports telework, and there are times when I may be working from another office location. I am available to connect by phone and email. I am also available to connect in-person upon request.*

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**From:** Pomeroy, Staci <[Staci.Pomeroy@vermont.gov](mailto:Staci.Pomeroy@vermont.gov)>  
**Sent:** Wednesday, August 23, 2023 2:48 PM  
**To:** Fritschie, Keith <[Keith.Fritschie@vermont.gov](mailto:Keith.Fritschie@vermont.gov)>  
**Subject:** RE: Wihakowi site issues - site visit follow up

Hi Keith,

The head cut would fall under Group 10.

I did look at the FFI tool for these small streams, and it has the one stream noted as a intermittent, though field evidence showed perennial for the stream w/ headcut, so could look at using the simulated values. In the Winooski it looks like 0.9 kg/project. So if we took that and multiplied by 15 years you'd get about 13.5 kg for addressing the headcut on the little trib.

Enjoy the afternoon.

Staci



**Group 10:** Stabilize Headcut in Perennial Stream; or Stabilize Gully (with perennial flow)]

Group 10	Year 1								Years 2 - 40								Years > 41							
Stream	M	P	B	V	L	S	D	A	M	P	B	V	L	S	D	A	M	P	B	V	L	S	D	A
Stability				*	▼							*	▼							*	▼			
Storage																								

22

**Stream Stability** – Headcut and/or gully stabilizations are unique, because the objective is to try and arrest the erosion process at the project site, and, in-so-doing promote equilibrium at the reach and watershed scale. These projects may be awarded a modest vertical connectivity credit where the structure reduces the channel incision ratio and a more significant longitudinal credit.

**Storage** – no new storage would be anticipated with a headcut or gully stabilization project.



Staci Pomeroy, River Scientist

Vermont Department of Conservation

Watershed Management, Rivers Program

111 West Street | Essex Jct., VT 05452

802-490-6191 cell

[staci.pomeroy@vermont.gov](mailto:staci.pomeroy@vermont.gov)

<http://dec.vermont.gov/watershed/rivers>

**From:** Fritschie, Keith <[Keith.Fritschie@vermont.gov](mailto:Keith.Fritschie@vermont.gov)>

**Sent:** Wednesday, August 23, 2023 12:26 PM

**To:** Pomeroy, Staci <[Staci.Pomeroy@vermont.gov](mailto:Staci.Pomeroy@vermont.gov)>

**Subject:** RE: Wihakowi site issues - site visit follow up

Hi Staci,

I don't see any simulated P reductions for "stabilizing headcut" project types in the FFI manual I have. Do you think this project would be a worthwhile formula grant application?

## Bull Run Tributary Restoration Design & Implementation Budget

		Units	Rate	Total
1	FWR staff time	84	\$ 38.40	\$ 3,226
	<i>Project Management</i>			
2	Mileage	208	\$ 0.655	\$ 136
3	Engineering Contract	1	\$ 32,960	\$ 32,960
	<ul style="list-style-type: none"> <li>a. Kickoff Meeting</li> <li>b. Field design layout and documentation</li> <li>c. Draft design plans</li> <li>d. Site visit with project team and regulators</li> <li>e. Final design plans</li> <li>f. Design review and revision</li> <li>g. Obtain permits: stream alteration, Army Corps, as needed</li> <li>h. Incorporate permit conditions into plans</li> <li>i. Support contractor selection process</li> <li>j. Preconstruction meeting</li> <li>k. Construction oversight and documentation</li> </ul>			
4	Construction Contract	1	\$55,603	\$55,603
	<ul style="list-style-type: none"> <li>a. Mobilize</li> <li>b. Harvest and place large wood</li> <li>c. Restore river bed(s) and add stone ballast</li> <li>d. Plant trees, shrubs, and seed to restore disturbed areas</li> <li>e. Demobilize</li> </ul>			
	<i>subtotal</i>			\$ 91,925
5	Indirect			\$ 5,336
	<b>TOTAL</b>			<b>\$ 97,261</b>

1. Staff time estimate based on past design and implementation projects, and actual wage rate including fringe
  
2. Mileage estimate based on distance from FWR office to project site. Assumes 8 trips to the site: kickoff, regulator visit(s), meeting(s) for landowner feedback, construction oversight.
  
3. Based on estimate provided by SLR
  
4. De minimis indirect rate of 10% applied to Staff Time and Mileage Expenses, flat rate of \$5,000 applied to Contractual total



		SRL Personnel	Roy	Jessica	Doug				
		Project Role	<i>Technical Advisor</i>	<i>Project Manager</i>	<i>Project Engineer</i>	<i>Total Hours</i>	<i>SLR Personnel</i>	<i>Permit Fees Travel</i>	
		VT Preferred Rates	\$190	\$170	\$155			<i>Fee</i>	
<b>1.0</b>	<b>Engineering Final Design</b>								
1.1	Kickoff meeting			2	2	4	\$650	\$30 \$680	
1.2	Field design layout and documentation			6	8	14	\$2,260	\$30 \$2,290	
1.3	Draft design plans		1	4	12	17	\$2,730	\$2,730	
1.4	Site visit with project team and regulators			4	6	10	\$1,610	\$30 \$1,640	
1.5	Final design plans		1	4	12	17	\$2,730	\$2,730	
1.6	Review plans with project team and 1 round of edits			4	6	10	\$1,610	\$1,610	
	<b>Sub-Total &gt;</b>		<b>2</b>	<b>24</b>	<b>46</b>	<b>72</b>	<b>\$11,590</b>	<b>\$90 \$11,680</b>	
<b>2.0</b>	<b>Permitting</b>								
2.1	Stream Alteration			2	4	6	\$960	\$200 \$1,160	
2.2	US ACOE permit			4	8	12	\$1,920	\$1,920	
2.3	Adjust plans to include regulator comments		1	2	4	7	\$1,150	\$1,150	
	<b>Sub-Total &gt;</b>		<b>1</b>	<b>8</b>	<b>16</b>	<b>25</b>	<b>\$ 4,030</b>	<b>\$200 \$4,230</b>	
<b>3.0</b>	<b>Construction Phase Engineering Services</b>								
3.1	Bid announcement, questions, and bid review			12	12	24	\$3,900	\$30 \$3,930	
3.2	Pre Construction Meeting			6	6	12	\$1,950	\$30 \$1,980	
3.3	Review Submittals		1	2		3	\$530	\$530	
3.4	Site Visits (6)			36	12	48	\$7,980	\$180 \$8,160	
3.5	Documentation		1	6	8	15	\$2,450	\$2,450	
	<b>Sub-Total &gt;</b>		<b>2</b>	<b>62</b>	<b>38</b>	<b>102</b>	<b>\$ 16,810</b>	<b>\$240 \$17,050</b>	
								<b>TOTAL</b>	<b>\$32,960</b>

**BULL RUN TRIBUTARIES  
FLOOD RECOVERY ESTIMATE**

December 11, 2023



ITEM/DESCRIPTION	UNIT*	QUANTITY	UNIT PRICE	COST
<b>Construction Services</b>				
Mobilization	LS	1	\$10,000	\$10,000
Harvesting Logs	LS	1	\$10,000	\$10,000
Place Large Wood	LS	1	\$10,000	\$10,000
River Bed Restoration	LF	200	\$20	\$4,000
Stone Ballast	CY	70	\$55	\$3,850
Restoration of Disturbed Areas	SF	7,000	\$0.5	\$3,500
Riparian Plants and Planting Labor	LS	1	\$2,000	\$2,000
Demobilization	LS	1	\$5,000	\$5,000
<b>Construction Subtotal</b>				<b>\$48,350</b>
<b>Construction Contingency (15%)</b>				<b>\$7,253</b>
<b>Draft &amp; Final Design</b>				<b>\$11,680</b>
<b>Permitting</b>				<b>\$4,230</b>
<b>Construction Oversight</b>				<b>\$17,050</b>
<b>TOTAL</b>				<b>\$88,563</b>



Michele Braun &lt;michele@winooskiriver.org&gt;

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**Re: Tributary stabilization**

1 message

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**Lisa Burr** <thewoodsvt@gmail.com>  
To: "Michele W. Braun" <michele@winooskiriver.org>

Tue, Dec 12, 2023 at 6:33 PM

Michele,

We do support fixing the small stream areas, however, would it be possible to include small footbridges over them (above the floodplain) so the areas can be accessed without fording those streams?

Lisa

On Dec 11, 2023, at 4:26 PM, Michele Braun <michele@winooskiriver.org> wrote:

Hi Lisa,

I'm working on an application to the state for a grant to stabilize the tributaries that come in from the eastern hillside. I don't know if you noticed it, but they are dumping a lot of material onto the floodplain. This is problematic in that the streams are going to keep digging deeper and spewing out more stuff onto the floodplain area, which will interfere with the vegetation, and with anyone trying to walk on that side of the river. The material will also degrade the water quality in Bull Run.

Jessica Louisos and her colleagues at SLR would design the repairs, and it would be done in a low-tech way with some logs and boulders from on site. It should not be a big deal -- certainly nothing on the scale of the dam removal!!! The grant is for design and implementation, so the goal would be to do it all next year, if possible.

As part of the application process, I need a letter of support from you and Jonathan. You are used to that routine by now! This application says that we can use an email, so I think that you can just respond to this message and say that you support our fixing those streams.

I know that you're concerned about resetting your bridge. It seems likely that there could be more erosion on the far bank through next spring, so I want to check it out after snowmelt and spring rain and see whether there is a stable area that we can shift the bridge to.

Let me know if you are okay with our going ahead to design a repair for those side streams.

Thank you!  
Michele

--

**Michele Braun**  
**Executive Director**  
**802-279-3771**  
**she/her**



**Friends of the Winooski River**  
**winooskiriver.org**  
**PO Box 777, Montpelier, VT 05601**