Winooski Basin Clean Water Service Provider:
FY24 Round 4 Call for Proposals

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 4 proposals are due by 4:00 PM on 9 May 2024. For more information, including submission details, see the Winooski Clean Water Service Provider webpage.

0. Project Eligibility

Please Review the following reference materials before completing your proposal:
- *FY23 Clean Water Initiative Program Funding Policy*
- *Act 76, Clean Water Service Provider Rule and Guidance & explanatory materials*

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)? **(answer must be Yes to proceed)**	**Yes**
Does the project type meet the applicable definitions and minimum standards in the FY23 Clean Water Initiative Funding Policy? **(answer must be Yes to proceed)**	**Yes**

1. Applicant Information

Organization/Municipality Name: Winooski Natural Resource Conservation District
Primary Contact: **Lucas Goldfluss**
Title: **Conservation Specialist**
Mailing Address: **617 Comstock Road, Suite 1, Berlin, VT 05602**
Phone Number: **(802) 778-3178**
E-mail Address: **lucas@winooskinrcd.org** & **daniel@winooskinrcd.org**

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.	**Yes**

2. Project Information

Project Title: **Cheesefactory Road 2026 Buffer Planting**
Watershed Projects Database ID*: **14411**

* 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.*

Riparian Buffer Planting

* 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: **Implementation**

Project GPS coordinates: 44°24'34.1"N 73°10'25.3"W (44.409472, -73.173694)

Project Sub-basin: **Winooski River, Muddy Brook, HUC 12**
HUC 8: Winooski River
HUC-8 No.: 04150403
HUC 12: Muddy Brook
HUC-12 No.: 041504030703

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 a 7 May 2024 start date. (1000 words maximum)*

This riparian buffer planting project has been developed by the Winooski Natural Resources Conservation District (WNRCD). The buffer planting is projected to achieve a phosphorus reduction of 3.9 kg/yr through its ability to stabilize streambanks and filter upland runoff—adequately justifying the implementation costs ($69,742.00). This P-reduction value was calculated in collaboration with the Basin 8 Planner Keith Fritschie using the Interim P-Reduction Calculator and the FFI tool. The project will restore approximately 4 acres of riparian habitat by establishing a 100-foot buffer width at a density of 400 stems per acre.

We plan to plant four acres on a property in Shelburne, VT, located at the corner of Dorset Street and Cheesefactory Road, along the Muddy Brook. Given the prevalence of beaver activity in the area, we will cluster plantings within the first 50 feet from the top of the bank (Section A) and protect these clusters with chicken wire fencing. In the 50–100-foot section (Section B) of the buffer, trees will be planted in a grid pattern without fencing. According to the NRCS Vermont Tree Planting Guide (2009), another effective method to deter beaver gnawing is to paint the lower bark of seedlings with a mixture of latex paint and mason sand (approximately 5 ounces of sand per quart of paint). We plan to apply this paint mixture to trees in both sections as an experiment to gauge beaver impact closer and further from the river.

For site preparation, we plan to implement a targeted herbicide treatment to control invasive species such as reed canary grass, honeysuckle, and spotted knapweed. Herbicide application will most likely happen in spring 2026, followed by planting in the fall of 2026.

A detailed planting plan will be developed in partnership with Audubon Vermont, participating landowners, and technical partners. The planting will implement habitat enhancements for priority bird species in the area such as Golden-winged and Blue-winged Warblers, Bobolinks, American Kestrels, and swallows. The goal is to have about 30–70% shrub and sapling cover (3–8 feet high) and unevenly distributed/clustered trees, and 10–30% canopy cover and at least 50% deciduous overstory trees. Shrub species include dogwoods, willows, alders, buttonbush, witch-hazel, serviceberry.

Management actions will focus on removing invasives and thinning encroaching pines to promote native shrub growth. Selective fall brush hogging around existing native shrubs improves nesting and foraging conditions for birds.

These coordinated actions will both strengthen phosphorus reduction and benefit wildlife habitat quality as well as overall ecosystem resilience.

PROPOSED TIMELINE:

January 2026: - Complete DEC River Scientist and Basin Planner approvals -Develop planting plan including species type, number, and estimated cost in accordance with SGA or River Corridor Planning recommendations

March 2026: - Issue RFP for planting services and select contractor
- Finalize and sign DEC Operations & Maintenance Plan (minimum 10-year term) with landowner
- Obtain signed 10-year DEC access license or easement from landowner

April 2026: - Capture pre-implementation site photos

April 2026: - Conduct site preparation activities for buffer restoration planting

September 2026: - Conduct site implementation activities

September 2026: - Capture post-implementation site photos

October 2026: - Submit Final Performance Report and ANR Project Closeout Form

April 2027: - Year 1, stewardship service: herbicide treatment

September 2027: - Year 1, stewardship service: herbicide treatment

April 2028: - Year 2, stewardship service: herbicide treatment

September 2028: Year 2, stewardship service: herbicide treatment

April 2029: Year 3, stewardship service: herbicide treatment

September 2029: Year 3, stewardship service: herbicide treatment

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**

Lucas Goldfluss - Project Manager
Lucas will be responsible for making contact with landowners, coordinating implementation, and synthesizing collected information.
Dan Koenemann - District Manager
Dan will be responsible for general oversight and support Lucas with project development and implementation. (Resume attached)

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): None
Project staff & their project role(s): Lucas Goldfluss, Project Manager
Dan Koenemann, Project Oversight
Project description (250 words max): The WNRCD conducted a Trees for Streams planting project on the Lee River in Jericho at the Farm Upstream in April 2025. We successfully planted 2.3 acres in subsections and kept it to a 50ft buffer.

Reference contact information:
Name: Kyle Birrer
Affiliation: Vermont Land Trust Partner
Phone: (802) 223-4223
Email: Kyle@vlt.org

Example Project 2:

Watershed Projects Database ID (if applicable): None
Project staff & their project role(s): Lucas Goldfluss, Project Manager
Dan Koenemann, Project Oversight
Project description (250 words max): The WNRCD conducted a Trees for Streams planting project on an unnamed tributary at Ballard Farm in Hinesburg in May 2025. We successfully planted 2.5 acres, covering both sides of the tributary and kept it to a 50ft buffer.
Reference contact information:
Name: Allaire Diamond

Affiliation: Vermont Land Trust Partner
Phone: (802) 223-4223
Email: Allaire@vlt.org

Example Project 3: Meach Cove Planting

Watershed Projects Database ID (if applicable): None
Project staff & their project role(s): Lucas Goldfluss, Co-Project Manager
Dan Koenemann, Co-Project Manager
Project description (250 words max): The Winooski NRCD partnered with Meach Cove Farm to lead an educational planting with elementary school students from the Shelburne Community School to plant an acre along the McCabe's Brook.
Reference contact information:

Name: Karen Bates
Affiliation: Project Partner
Phone: 802 879 2339
Email: Karen.Bates@vermont.gov

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): 3.9 Kg/year

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.

Budget Justification for Proposed Planting

Personnel: Lucas Goldfluss – project management (75 hrs @ $41.58/hr + $224 mileage) = $3,118.00; Dan Koenemann – project oversight (10 hrs @ $52.00/hr) = $520.00.
Mileage: 80-mile round trip × $0.70 × 4 trips = $224.00.

Plant Material: Bare root 2–4' (ICN 2025), 1,600 stems @ $7.08/stem = $11,328.00.
Planting Services: Site prep, implementation, beaver protection (ICN 2025) = $12,840.00.

Chicken wire fencing (TSC 50 ft × 36 in Poultry Netting/Chicken Wire), 15 rolls @ $120.00/roll = $1,800.00

Latex paint (Premium, The Home Depot), 8 gallons @ $27.00/gallon = $216.00

Fine mason sand (The Home Depot, Type Mason Mix), 1 bag @ $10.00/bag = $10.00
Total Project Cost: **$30,056.00**

Budget			
Category	**Grant Request**	**Match**	**Total Cost**
Project Management (Conservation Specialist)	$3,342.00	$0.00	$3,342.00
Project Oversight (District Manager)	$520.00	$0.00	$520.00
Planting Material	$11,328.00	$0.00	$11,328.00
Planting Services	$12,840.00	$0.00	$12,840.00
Supplies/Materials	$2,026.00	$0.00	$2,026.00
Subtotal	$30,056.00	$0.00	$30,056.00
Total Requested Amount	**$30,056.00**	$0.00	**$30,056.00**

Budget Explanation

Category	Item	Cost/Item	Quantity	Total
Project Management	Project Manager (Conservation Specialist)	$41.58	75 hrs	**$3,118.00**
Project Management - Mileage	IRS Rate per Mile (4 Trips)	$0.70	320 miles	**$224.00**
Planting Management	Project Oversight (District Manager)	$52.00	10 hrs	**$520.00**
Planting Material	Bare root 2-4' (avg of 25 + stems) - (ICN 2025)	$7.08	1600 stems	**$11,328.00**
Planting Services	Site Prep, Implementation, Beaver protection (ICN 2025)	$12,840.00	4 acres	**$12,840.00**
Supplies/Materials	Chicken Wire Fencing (TSC 50 ft. x 36 in. Poultry Netting/Chicken Wire)	$120.00	15 rolls	**$1,800.00**
Supplies/Materials	Latex Paint (Premium, The Home Depot)	$27.00	8 gallons	**$216.00**
Supplies/Materials	Fine Mason Sand (The Home Depot, Type Mason Mix)	$10.00	1 bag	**$10.00**
				$30,056.00

Notes:
Mileage: Use the FY24 federal rate ($0.70 / 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: $0
Non-State matching funds: $0
Total project budget: $30,056.00

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: $0

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?

No

If you answered Yes to the previous question, please describe the effort to involve commun-ity members:

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

No

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.)?

Yes

 Does the project maintain / improve an existing recreational space?

No

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?

No

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?

No

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

- Interpretive signage: No

- Educational meetings / workshops: No (private land)

8. Other Considerations

a) **DESIGN LIFE:** The design life of the proposed project is: 10 years

b) **LANDOWNER RELATIONS**

 PROPERTY OWNERSHIP: The project will be located on: Private land

 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.

Stephen Stratz 12:46 PM (39 minutes ago)

to me, Shayne

Hi Lucas,

Thanks for contacting me.
My wife and I are delighted by the prospect that the Winooski Natural Resources Conservation District is interested in doing a riparian buffer tree planting on our property. We understand the value of these buffer zones for the reduction of phosphorus in Lake Champlain as well as promoting a more welcoming environment for various wildlife. This project has our full support and I look forward to hearing how this project may unfold.

With Best Regards,
Steve and Lynn Stratz

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Steve Stratz
802-355-4288

B

Bolduc, Vincent L. 10:31 AM (1 hour ago)

to me

Hello Lucas,

I am writing to confirm our support for your organization's plan to plant trees along our stream bed at our property here at 252 Autumn Hill Road, 1780 Dorset Street, as well as at 1800 Dorset Street in South Burlington along the town line with Shelburne.
As you know, all this property is in the "Current Use Program" of the Vermont Department of Taxes, and I'm confident that Harris Roen, the Forester who works with the State's Current Use Program, will also agree with the project. Here is a link to the program: https://tax.vermont.gov/property/current-use .

Thanks for doing this,

Vince Bolduc

 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: $43,959

Operations and Maintenance Budget

Category	Cost/Item	Match	Total
Project Management (Conservation Specialist)	$2,079.00	$0.00	**$2,079.00**
Project Management - Mileage	$168.00	$0.00	**$168.00**
Stewardship Service 1	$11,616.00	$0.00	**$11,616.00**
Stewardship Service 2	$11,965.00	$0.00	**$11,965.00**
Stewardship Service 3	$12,323.00	$0.00	**$12,323.00**
Stewardship Service 4	$5,808.00	$0.00	**$5,808.00**

Operations and Maintenance Budget Explanation

Category	Item	Cost/Item	Quantity	Total
Project Management (Conservation Specialist)	Project management, reporting, and deliverables preparation	$41.58	50	**$2,079.00**
Project Management - Mileage	IRS Rate per Mile (3 Trips)	$0.70	240	**$168.00**
Stewardship Service 1	2 Rounds herbicide, year 1	$5,808.00	2 treatments	**$11,616.00**
Stewardship Service 2	2 Rounds herbicide, year 2	$5,983.00	2 treatments	**$11,965.00**
Stewardship Service 3	2 Rounds herbicide, year 3	$6,162.00	2 treatments	**$12,323.00**
Stewardship Service 4	Reed Canary grass treatment	$5,808.00	1 treatment	**$5,808.00**
				$43,959.00

 O & M AGREEMENT: There is a signed operations & maintenance agreement for this project: No

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:

No

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:

No

9. Proposal Submission

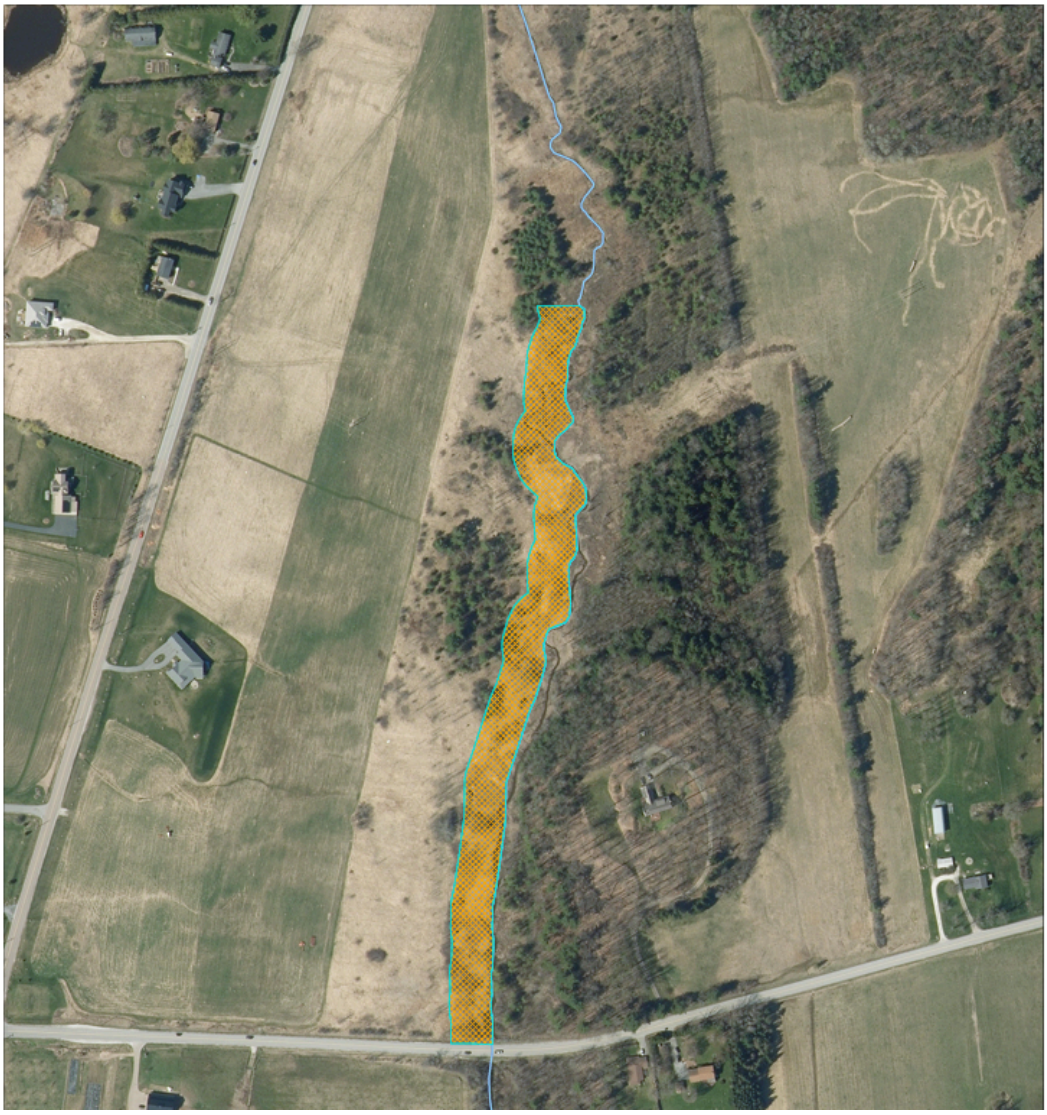
Assemble the following materials in the order listed into a single PDF and submit to Brian Voigt (voigt@cvregion.com) with the Subject line: "Winooski Basin Clean Water Service Provider Project Proposal – FY24, Round 4".

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 a 2 July 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.

Cheesefactory Road Planting Map - WNRCD



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

Table 1A: Project Purpose	
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: Minimize anthropogenic nutrient and organic pollution, Protect and restore aquatic and riparian habitats, Minimize toxic and pathogenic pollution and chemicals of emerging concern	Multiple

Step 2: Conduct Eligibility Criteria #2 Screening: Project Types and Standards

Table 2A: Project Types and Standards	
Please select the most representative project type from the drop-down list to the right.[1,2] If multiple BMPs are included in the project, please list below:	Riparian Buffer Plantings
Is the project type an eligible project type for the funding program you are applying to as listed in column B of the CWIP Project Types Table? (Answer must be YES to proceed)	Yes ◉ No ○
Does the project meet the project type definitions and minimum standards as provided in column C of the CWIP Project Types Table? (Answer must be YES to proceed)	Yes ◉ No ○
Will the project result in the standard performance measures, milestones, and deliverables as defined by project type in columns D-F of the CWIP Project Types Table? (Answer must be YES to proceed)	Yes ◉ No ○
Is the project listed as an ineligible project or activity in the CWIP Funding Policy? If Yes, please explain below how project meets the allowable exceptions within the CWIP Funding Policy. (Answer must be NO to proceed, unless reasonable justification is provided above)	Yes ○ No ◉

Step 3: Conduct Eligibility Criteria #3 Screening: Watershed Projects Database

Verify project has been recorded in the Watershed Project Database (WPD). Each project must have a Watershed Project Database number specific to the proposed project phase (for example,

[1] Note that Road/Stormwater Gully project-types must not otherwise be considered intermittent or perennial streams by the DEC Rivers Program and therefore project proponent must show documentation of this determination in order to select this project type.

[2] One project may include multiple best management practices (BMPs) that cross "project types." For example, a single project may include both stormwater and lake shoreland BMPs. Proponents should use their best judgement in selecting the most representative project type for the purposes of eligibility screening and reporting.

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	14411
Watershed Project Database Project Name	Cheesefactory Road 2026 - Buffer Planting - Muddy Brook/Shelburne Pond Trib

Step 4: Conduct Eligibility Criteria #4 Screening: Natural Resource Impacts[3]

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. [4]

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. [5] 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

[3] Easements and Riparian Buffer Plantings are excluded from this eligibility requirement/step.

[4] 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.

[5] 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? [6]
   b. What type might be needed? (e.g., a general or individual permit[7])?
   c. What concerns were voiced by permitting staff?
   d. How will the proposed scope of work address these concerns?[8]

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

[6] Occasionally permit staff may indicate they need a field visit or to see more completed designs prior to making a permit need determination.

[7] 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.

[8] Examples could include planned design changes or inviting permitting staff to stakeholder meetings.

[9] 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."

[10] 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.

level (shoreline) of a lake or pond? [11]	
If ***yes***, you might need either a Shoreland Protection Act Permit or a Lake Encroachment Permit. Use the Water Quality Project Screening Tool to find the Lakes and Ponds Program contact for your project's region. **Regulatory Point of Contact Name/Position:**	
III. Rivers, River Corridors, and Flood Hazard Areas	
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[12]? (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.	Yes ◉ No ○
If ***yes***, you will need to speak with a Floodplain Manager. Use the Water Quality Project Screening Tool to find the Floodplain Manager for your project's region. **Regulatory Point of Contact Name/Position:**	
2. Is any portion of the project site within a perennial river or stream channel? [13]	Yes ○ No ◉
If ***yes***, you will need to speak with a Stream Alteration Engineer. Use the Water Quality Project Screening Tool to find the Stream Alteration Engineer for your project's region. **Regulatory Point of Contact Name/Position:**	
IV. Wetland	

[11] 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."

[12] 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.

[13] 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."

1. Does the Wetland Screening Tool[14] provide a result of wetlands likely, very likely, or present at the project site?	Yes ◉ No ○
2. Does your project site involve land that is in or near an area that has any of the following characteristics: o Water is present – ponds, streams, springs, seeps, water filled depressions, soggy ground under foot, trees with shallow roots or water marks? 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? 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 Landowners Guide to Wetlands for additional information on identifying wetlands onsite.)	Yes ◉ No ○ Not Sure ○
If you answered ***yes*** or ***not sure*** to either of the above questions, you will need to contact your District Wetlands Ecologist using the Wetland Inquiry Form. 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 ***yes*** or ***not sure*** to either 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 Vermont Wetland Rules 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. **Regulatory Point of Contact Name/Position:**	
1. Is your project a Wetland Restoration project type?	Yes ○ No ◉
If you answered yes, under the Vermont Wetland Rules you will need an "allowed use" determination from the DEC Wetlands Program. Contact your District Wetlands Ecologist using the Wetland Inquiry Form. **Regulatory Point of Contact Name/Position:**	
V. Fish and Wildlife	
State law protects endangered and threatened species. No person may take or possess such species without a Threatened & Endangered Species Takings permit. 1. **Does your project involve cutting down trees larger than 5 inches in diameter in any of the following towns?** 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	Yes ○ No ◉

[14] To view the Wetland Screening Tool introduction video, see https://youtu.be/6lv5en0AB1o

2. Is the project site within 1 mile of a mapped[15] Significant Natural Community or Rare, Threatened, or Endangered Species?	Yes ○ No ◉
If *yes* 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. **Regulatory Point of Contact Name/Position:**	
VI. Stormwater	
1. Will the project disturb more than an acre of land during construction, add or redevelop impervious surface, create new development or otherwise require a Stormwater permit?	Yes ○ No ◉
If *yes*, forward to the appropriate Stormwater specialist to ensure necessary permitting. Use the Water Quality Project Screening Tool to find the Stormwater specialist for your project's region. **Regulatory Point of Contact Name/Position:**	
VII. Solid Waste	
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? [16]	Yes ○ No ◉
If yes, connect with the Waste Management & Prevention Division (dennis.fekert@vermont.gov 802-522-0195) to discuss your project and any necessary permitting. **Regulatory Point of Contact Name/Position:**	
Provide below or attach a narrative summary of Table 4 findings. Please include: a. Which permits or permit amendment are needed or might be needed? b. What type might be needed? (e.g. a general or individual permit)? c. What concerns were voiced by permitting staff? d. How will the proposed scope of work address these concerns? There are no permits required for this project.	
Is the project, as proposed, reasonably considered permit-able by all applicable	Yes ◉ No ○

[15] 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.

[16] 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.

ANR permitting programs? (Answer must be Yes to continue)	

Step 5: Conduct Eligibility Criteria #5-8 Screenings

Table 5A. Eligibility Criteria 5-8	
Landowner and Operation and Maintenance Responsible Party Support. Project identifies and demonstrates commitment from a qualified and willing operation and maintenance responsible party. Project demonstrates landowner support for the proposed project phase. (Answer must be YES to proceed)	Yes ◉ No ○
Budget. Project budget includes ineligible expenses. (Answer must be NO to proceed)	Yes ○ No ◉
Leveraging. Proposed leveraging meets required leveraging levels (if applicable), meets the definition of leveraging, and comes from eligible sources (Answer must be YES or N/A to proceed)	Yes ○ No ○ N/A ◉
Funding Program Specific Eligibility. Project meets additional funding program eligibility requirements*. Please list applicable funding program below: Clean Water Service Provider - Basin 8 (Answer must be YES to proceed) *If Water Quality Restoration Formula Grant, complete Step 6 below	Yes ◉ No ○

Step 6: Screening Projects on Agricultural Lands (Water Quality Restoration Formula Grants Only)

For Water Quality Restoration Formula Grant projects, please complete the following information as part of your Funding Program Specific Eligibility Screening (Criteria 8). Please note this must be completed for all projects located on agricultural lands regardless of project type. See CWIP Project Types Table for eligible project types.

Table 6A. Screening Projects on Agricultural Lands	
1. Is the proposed project located on a jurisdictional farm operation[17]? Complete a preliminary review to	○ **Yes** - Proceed to next question below.

[17] Jurisdictional farm operations are required to meet Vermont's Required Agricultural Practices (RAPs).

determine if it is a jurisdictional farm operation, and any case that requires consultation with AAFM will occur via the farm determination process. Please note this form must be submitted by the farm operation/landowner seeking the determination.	◉ **No**[18] - There is no additional requirements related to agricultural review for these projects.
2. Is the proposed project an agricultural project? 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.	○ **Yes** - Agricultural Projects on jurisdictional farms are not an eligible project type. You can provide a referral to an applicable state or federal agricultural assistance program, or a local organization. ◉ **No** - 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 (VAAFM) to ensure a consistent approach on farms statewide that follows rules, regulations, and laws in place. Please follow Steps 1 & 2 below. **Step 1** - Please submit a detailed description of the project, project site, project details, landowner, farm operation, and any other relevant information to VAAFM at AGR.WaterQuality@Vermont.gov . **Step 2** - 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.

Agricultural Project Review Status & Summary:	
Check as Applicable	**Status**
☐	Submitted/ Pending
☐	Approved
☐	Denied

[18] 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 VAAFM.

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.