APPLICANTS FUNDING MANUAL

RESTORATION PROGRAM

2020 Program Overview, Rating System, & Application Guide

Steve Bevington, Program Manager

Rev. 12/6/2019

IMPORTANT NOTICE: Application forms can be accessed through the Grants Management System (GMS) online at: http://www.ebs.nc.gov. Applications must also be submitted through the GMS by midnight on February 3rd, 2020. If you are new to the system, make sure you have requested access to the GMS no later than January 17th.

Grant Funding Overview

Eligible Applicants – To receive funds from CWMTF, the applicant must be a State Agency; a local government unit; or a nonprofit corporation whose primary purpose is the conservation, preservation, and/or restoration of our State's cultural, environmental, and natural resources.

Fund Purposes as described in SL 143B-135.234 (c) – "Moneys from the Fund under this part shall be used to help finance projects that enhance or restore degraded surface water, including drinking water supplies, and contribute toward a network of riparian buffers and greenways for environmental, educational, and recreational benefits; provide buffers around military bases to protect the military mission; acquire land that represents the ecological diversity of North Carolina; and acquire land that contributes to the development of a balanced State program of historic properties."

CWMTF funds restoration projects to enhance or restore degraded waters and to protect downstream natural resources such as drinking water supplies, fisheries and recreation opportunities. The intent is to restore previously degraded lands to re-establish their ability to protect water quality. To date, the majority of eligible applications have taken the form of stream restoration projects, particularly natural channel designs. However, other approaches to restoring impaired waters include riparian wetland enhancement, floodplain and streambank enhancements, and estuarine shoreline erosion control. To ensure that your project is eligible for CWMTF funding, consult with your field representative.

Recent Changes

2020: Senate Bill 381, now law, required changes in the Application Rating System. While these changes are relatively minor, scoring changes are likely in specific cases. Please review the following areas carefully:

1. Projects will be evaluated by their ability to protect and restore floodplains and wetlands for the purpose of storing water, reducing flooding, improving water quality, providing wildlife and aquatic habitat, and providing recreational opportunities. Effectiveness of projects will now be assessed by either the percentage of linear feet or percentage of area of the project that is presently degraded.

   See application **Section II A: Effectiveness of Project**.

2. Projects will be evaluated in terms of the public's need for resources adequate to meet demand for essential water uses. An increase emphasis is placed on preventing sedimentation and nutrient pollution by projects in close proximity to public water supplies.

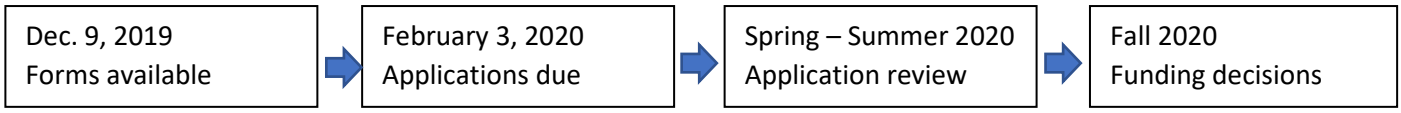
   See application **Section III D: Location Relative to Public Drinking Water Supply**.

3. Match from other State agencies should be carefully isolated from CWMTF funds by project, parcel or line item. CWMTF is determined to carefully account for all grant funds. Projects that receive funding from more than one State department have been identified as potentially having budgets that can complicate accounting. Therefore, the CWMTF Restoration Program has implemented the following new practice:

   Applicants are encouraged not to seek funds from more than one State agency for the same project. Projects matched by Federal, private and/or local government funds are the ideal case for CWMTF funding. Where applicants propose to match CWMTF funds with other State funds, NC Division of Water Resources funds for example, CWMTF staff will identify how best to partition funding within a project. For example, if design costs are to be sought from another agency other than CWMTF, staff will likely recommend to the CWMTF Board of Trustees that any funds awarded by CWMTF to the project be allocated only to other line items besides design. In other words, staff will likely recommend that match

from other State agencies not be accepted for line items where CWMTF are requested. In any case, staff will inform the CWMTF Board of Trustees the degree to which matching contribution from other State agencies complicate application budgets.

Grant Cycle Timeline



General FAQs

Who makes funding decisions?
The nine-member CWMTF Board of Trustees.

How are the CWMTF Board of Trustees members appointed?
Members are appointed by the Executive and Legislative Branches of the State of North Carolina.

How are project selected for funding?
Each application is scored and ranked per a rating system developed and adopted by the CWMTF Board of Trustees. The rating system considers value of the resource being protected, the public benefits, the value to the state, and the project's readiness. The Trustees may also consider factors outside the scoring system, such as economic impact, in selecting projects for funding.

Are matching funds required?
No, but match is considered in the rating system and projects with little or no match are rarely funded.

How are funds awarded?
Funds are awarded through the state contracting process.

How are applications reviewed?
A regional field representative will contact you after the application deadline and schedule an on-site visit to the property with you. At that time, you may be asked additional questions to clarify the application. You will also have the opportunity to ask any questions. Field representatives work with the Restoration Program staff to apply the rating system and score each application.

How will I be notified if my application is approved and funded or not approved?
Following the Board of Trustees' funding meeting, field representatives contact each applicant and let you know if your application was funded. You will also receive a letter from CWMTF verifying the funding decision.

Who should I contact?
Field representatives are the first line of contact for general questions and for developing projects. Getting the field representative involved early will yield better results for your application and later contract process.

Damon Hearne, Western Field Rep
Generally West of I-77
828-296-7230 x231 | 828-476-6758 c
damon.hearne@ncdcr.gov

Justin Mercer, Eastern Field Rep
Generally East of I-77
919-707-8105 o | 919-208-9955 c
justin.mercer@ncdcr.gov

Key Concepts & Requirements

What are the required property restrictions?

A permanent conservation agreement must be recorded on all property subject to CWMTF funds or match. Conservation agreements may include conservation easements, declaration of restrictive covenants, or articles of dedication under the State Nature Preserves Act (see below for detail). Conservation agreement templates are available at https://cwmtf.nc.gov/stewardship#conservation-agreement-templates. The party responsible for holding and enforcing easement conditions must be identified in the application.

What are the long-term obligations? After a conservation agreement has been recorded, annual monitoring is strongly encouraged, and all applicants must comply and enforce the terms of the agreement.

Conservation Agreements Applicable to CWMTF-Funded Projects	
Land Ownership	**Restoration Program**
Private	Easement held by third party
Non-Profit	Easement held by third party or on case-by-case basis, declaration of covenants and restrictions
Local Government	Easement held by third party or declaration of covenants and restrictions
State of NC	Natural Heritage dedication as applicable

Do we help with stewardship funds?

Yes, in some cases. For Restoration Projects where conservation easements meet or exceed CWMTF guidelines and where a certified land trust organization has agreed to steward the easements in question, applicants may request up to 50% of endowment funds established to monitor the project easements in perpetuity. If awarded, stewardship funds provided by the applicant organization must be deposited into a stewardship endowment before receiving funds from CWMTF.

How are riparian buffers be managed?

Riparian Buffers should be managed to maintain healthy native vegetation (beware of kudzu and other vines) and limit activities to those that are consistent with the conservation easement and long-term success of the restoration goals. If adjacent activities, such as mowing or clearing are expected, a fence or other clear boundary marker should be installed to preserve the buffer.

How can the funds be used?

- The funding or match credit for any item not listed on this chart will be determined solely by CWMTF.
- All expenses reimbursed by CWMTF must occur after the award date and be substantiated by invoices.
- All expenses credited for match incurred prior to award date must be requested at time of application.
- Match funding must be for items otherwise eligible for CWMTF.
- See the Budget section Guidelines for details and restrictions on use of CWMTF and match funds.

Item	**CWMTF Funds** - expenses incurred ***after*** award date only	**Match Funds** - expenses incurred ***after*** award date	**Match Funds** - expenses incurred ***prior*** *to* award date
Design and/or restoration of streams and/or wetlands using natural channel design principles.	Yes	Yes	Yes
Removal of material/structures from the stream or floodway, replace with restored habitat	Yes	Yes	Yes
Transaction costs required for securing easement[1]	Yes	Yes	Yes
Project administration	Yes*	Yes*	No
Acquisition of conservation easement	No	Yes	Yes
Stewardship Endowment (easement monitoring)	Yes*	Yes*	No
Replacing culvert or other in-stream structure	Case by case approval	Case by case approval	Case by case approval
Overhead (office rent, telephone, etc.)	No	No	No
Educational signage	No	Yes	No
Education facilities	No	No	No
Greenway/trail design, permitting, and/or construction	No	No	No
Park improvements and amenities	No	No	No
Cleaning up property (debris, structures) outside the floodway	No	No	No

* limitations apply to the use of funds for this purpose, see “Do we help with stewardship funds?” above.

Application Rating System

General Statute 143B-135(b) states that the fund may develop guidelines in addition to the minimum criteria for awarding grants. To assist with the allocation of grant funds, the following rating system was approved by the full CWMTF Board at their meeting on February 10, 2014, revised December 5, 2019.

Rating Overview – The major components of the rating system and percentages are listed below:

Resource Significance (15%) - questions in Application Section 3

A. Primary Resource Benefits

Effectiveness/Measurable Outcomes (45%) - questions in Application Section 4

A. Effectiveness of Project
B. Consistency with a basinwide plan or a comprehensive, long term land-use plan by a State agency, local government or nonprofit corporation.
C. Local Watershed Protection and Watershed Stability

Other Public Benefits (10%) - questions in Application Section 5

A. Recreational Uses and Public Access
B. Provides Public or Scientific Education
C. Development of Riparian Greenways
D. Location Relative to Existing and Future Public Drinking Water Supply

Readiness (10%) - questions in Application Section 7

A. Landowner Interest
B. Funding Status
C. Plan and Design Status

Value (20%) - questions in Application Section 8

A. Matching Resources

(Rating System Details below)

Resource Significance (0-15 points) - questions in Application Section 3

A. Primary Resource Benefits (Max 15 points)

Points in this subsection will be awarded based on the highest level for which the project qualifies.

15 Points

- Outstanding Resource Waters classification
- Impaired waters identified by the Division of Water Resources and on the 303(d) list
- Classified shellfishing SA approved for harvest by the Division of Environmental Health

13 Points

- High Quality Waters classification – does not include HQW "by definition" such as WSI, II or SA waters
- Wild trout as designated by the Wildlife Resources Commission
- Excellent bioclassification as determined by the Division of Water Resources
- Water Supply I classification
- Water Supply II classification
- Water Supply Critical Area classification

11 Points

- Classified shellfishing SA conditionally approved for harvest by the Division of Environmental Health
- Streams supporting species listed as Federally Threatened or Endangered
- Water Supply III classification
- Water Supply IV classification
- Primary Nursery Areas identified by the Division of Marine Fisheries
- Inland Primary Nursery Areas identified by the Wildlife Resources Commission

9 Points

- Division of Coastal Management exceptional wetland
- Division of Water Resources unique wetland
- Nutrient Sensitive Waters classification
- Water Supply V classification
- Surface Drinking Water Susceptibility Rating of "Higher"

7 Points

- B stream classification
- Surface Drinking Water Susceptibility Rating of "Moderate"
- National Scenic Waters, National Heritage River or National Seashore.
- National or State Park, National Wildlife Refuge or Coastal Preserve

5 Points

- Good bioclassification as determined by the Division of Water Resources
- Trout classification

3 Points

- Other SA (not approved or conditionally approved for harvest)
- Surface Drinking Water Susceptibility Rating of "Lower"

Effectiveness, Measurable Outcomes (0-45 points)
- questions in Application Section 4

A. Effectiveness of Project (Max. 30 points)

1. Functional uplift of stream/catchment *[relative to problems identified; uplift = improving hydrology, water quality, and/or habitat; based on restoring maximum remaining functional potential]* (Max. 10 points)

    a. The majority of the linear feet (LF) of stream work, or the majority area of floodplain and wetland work, qualifies as stream restoration and the current condition of the stream geomorphology and hydraulics is,

        i) Severely degraded or threatened with imminent degradation. (10 points)

        ii) Moderately degraded. (6 points)

    b. The majority of the LF of stream work, or the majority area of floodplain and wetland work, qualifies as Enhancement and the current water quality or ecological function is,

        iii) Severely degraded or threatened with imminent degradation. (7 points)

        iv) Moderately degraded (4 points)

    c. The majority of the LF of stream work, or the majority area of floodplain and wetland work, qualifies as Enhancement Level II Streambank Stabilization and the riparian zone condition is;

        v) Severely degraded. (5 points)

        vi) Moderately degraded. (3 points)

    d. The project area is generally stable and not clearly threatened by degradation (0 points)

2. Proximity of restoration stream reach to other restored reaches or land conservation in the same stream system (Max. 5 points)

    e. Project is <1 stream mile from one of these (5 points)

    f. Project is 1 stream mile or up to 3 miles from one of these (3 points)

    g. Project is more than 3 stream miles and up to 4 stream miles from one of these (2 points)

    h. Project is more than 4 stream miles or up to 5 stream miles from one of these (1 point)

    i. Project is >5 stream miles from one of these (0 points)

3. Cost per unit [in design$ or construction$ per LF restored]. If scope is design only, use sum of total costs for design and permitting. If scope is construction only, use sum of total costs for construction, construction contingency, and construction admin/observation. If scope is design and construction, use same as for construction only. (Max. 10 points) **See table below.**

COST PER UNIT ($/lf)

Score	***Design[1]***	***Construction[2]***
10	<20	<75
9	20-29	75-109
8	30-39	110-144
7	40-49	145-169
6	50-59	170-209
5	60-69	210-249
4	70-79	250-299
3	80-89	300-349
2	90-99	350-399
1	100-120	400-500
0	>120	>500

Notes:
1: $ = design + permitting
2: $ = construction + construction contingency + construction administration/observation

4. Habitat and/or ecological uplift (Max. 10 points)

Option 1: Estimate habitat uplift by calculating sediment load transport reduction [in pounds per LF restored per year]. Use a CWMTF approved sediment load estimation method to calculate load as described the Restoration Guidelines document and then see table below.

SEDIMENT REDUCTION

Score	*(lb/LF/Yr)*
10	>500
9	450-500
8	400-459
7	350-399
6	300-349
5	250-299
4	200-249
3	150-199
2	100-149
1	10-99
0	<10

Option 2: Estimate habitat uplift by determining the percentage of project length or area that is predicted to receive significant habitat improvement. Use a CWMTF approved assessment to determine existing habitat conditions as described in the Restoration Guidelines Document to determine the percent of the existing project that does not contain functioning habitat and the percentage that contains habitat of limited function.

Completed field assessment forms from the North Carolina Stream Assessment Method (NC SAM*), the North Carolina Wetland Assessment Method (NC WAM*) or the Stream Quantification Tool (SQT) should be attached to the project application in order to receive points using Option 2.

Points will then be determined by CWMTF staff based on the general function:

Habitat uplift score = (% project that will raise non-function habitat to functioning) * 10

+ (% project that will poorly functioning to functioning) * 5

*These stream and wetland assessment methods are endorsed by NCDEQ and USACE

B. Consistency with the objectives of a basinwide plan adopted at the regional level or a comprehensive, long term land-use plan by a State agency, local government or nonprofit corporation whose primary purpose is the conservation, preservation, or restoration of the State's cultural, environmental, or natural resources (Max. 5 points)

1. Project site and purpose is explicitly mentioned as needed (5 points)
2. Project type and purpose is explicitly mentioned as needed (3 points)
3. Project type generally supports the goals of a surface water plan as defined above (1 points)
4. No connection to surface water plans as defined above (0 points)

C. Local watershed Protection and Watershed Stability

1. Local water quality protection currently in effect in the project's watershed. (Max. 3 points)
    a. Local protection includes stormwater management program, ordinances, and/or planning; and local buffer, wetland and/or floodplain protection ordinances. (3 points)
    b. Local protection includes either stormwater management program, ordinances, and/or planning; or local buffer, wetland and/or floodplain protection ordinances. (2 points)
    c. No protection ordinances are in place (0 points)

2. Watershed stability (2 points) [rate of land-use change in the project watershed over the next 20 years]:
    a. Little or no change expected because the area is currently rural or protected and not likely to develop; or already fully developed as urban/suburban.
    b. Little or no change is expected because the area is already fully developed as urban/suburban.
    c. Moderate rate of change is expected.
    d. Rapid rate of development is expected from rural to urban/suburban.

Other Public Benefits (0-10 points) - questions in Application Section 5

A. Recreational Uses and Public Access (2 points)

1. Improves recreational use related to water (e.g. fishing, boating). Must have public access.

B. Provides Public or Scientific Education (Max. 2 points)

1. Part of an organized educational effort open to public or educational institutions. This effort would include active promotion by outreach, which could include a presence on the internet (e.g. a website) and also signage, etc. at the project site. (2 points)
2. No educational component (0 points)

C. Development of Riparian Greenway (Max. 2 points)

1. Will establish a greenway system or add to an existing greenway as part of this project. (2 points)
2. No greenway to be developed (0 points)

D. Location Relative to Public Drinking Water Supply (Max. 4 points)

1. By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 1 mile downstream of the planning area (measured as stream miles). (5 Points)
2. By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface water supply intake or NC DEQ designated critical area less than 3 miles downstream of the planning area (measured as stream miles). (3 Points)
3. By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 4 miles downstream of the planning area (measured as stream miles). (2 Points)
4. The proposed project watershed does not address sediment and nutrient pollution but is less than 5 stream miles upstream of an existing public water supply as defined above. (1 Point)
5. The proposed project watershed is not within 5 stream miles upstream of an existing public water supply as defined above. (0 Points)

Section 6 in the Application is 'Long Term Agreements' information and not subject to the rating score.

Readiness at the date of the project application (0-10 points) - questions in Application Section 7

A. **Landowner Interest (Max. 4 points)** *Note: In order to be eligible for consideration for CWMTF funding, all the landowners must be contacted and at least have indicated willingness to agree to a conservation easement prior to submittal of the grant application.*

1. Majority of landowners have signed a conservation agreement. (4 points)
2. Majority of landowners have provided a letter of intent to sign a conservation agreement. (2 points).
3. All landowners have been contacted and some or all have verbally agreed to sign a conservation agreement. (0 points)

B. Funding Status (Max. 3 points)

Status of match resources (e.g., matching funds, personnel, services, equipment, access to land) needed to implement the project:

1. Portion of the proposed matching resources that are already available and committed to the project: Points Score = % Committed x 0.03

C. Plan and Design Status (Max. 3 points)

1. Plans and specifications are ready to begin construction and all required permits have been obtained or permit application submitted. (3 points)
2. An existing conditions survey of the project site has been completed, a reference site has been identified and conceptual plans have been developed. (2 points)
3. An existing conditions survey of the project site has been completed and attached to the application. (1 point)

Budget/Value (0-20 points) - questions in Application Section 8

A. Matching Resources (Max. 20 points) - Matching resources will be given a value based on the percentage and source of match. Any fraction in the final total will be rounded up.

1. Cash, non-profit & private funds, bargain sale and donated easements = % of total x 0.22
2. Federal and local government funds = % of total x 0.18
3. Other State funds = % of total x 0.14

Matching value example: In this example, the request is for $40K from CWMTF with matching resources coming in the form of cash from a land trust and bargain sale from the landowner ($30K), and from a Federal grant ($30K):

Match source	**Match (%)** x	**Multiplier**	**Points**
Cash / non-profit / private funds/bargain sale / donated easements			
	30%	0.22	6.6
Federal / local government funds			
	30%	0.18	5.4
Other State funds			
	0%	0.14	0
		TOTAL	**12**

Application Guide

This is a copy of the restoration application questions for the 2020 cycle. It is provided to give the entire scope of the application and let you see all questions that will be asked as you complete the application process online. It is not intended to be used as the actual application. Guidelines and helpful notes will appear throughout this section.

The documents that need to be completed and attached after the Budget has been Saved or Submitted through GMS are:

- Application PDF form
- Location Map
- Property Map
- Additional Maps (if needed)
- See Section 9: Attachments for details on format and naming convention.

Application Overview

The restoration application for 2020 must be completed online at: http://www.ebs.nc.gov

Deadline – The deadline for submitting applications is midnight, February 3, 2020.
Review Schedule:

- Application review and field visit – Spring 2020. Within a few weeks of the application deadline, a Field Representative will contact you to schedule a field visit. The Field Representative will be your primary point of contact throughout the application review.
- Funding Decisions – September 12, 2020

Links and guidance for each of these items will be included in the appropriate sections below.

Questions are in bold, *instructions are in italics* and indented paragraphs

CWMTF will fund restoration projects, that restore the natural hydrology, stream channel, floodplain and/or riparian habitat to provide ecological uplift and the long-term stability of natural resources, including:

- Stream Restoration, Enhancement, or Stabilization
- Wetland Restoration, Creation, or Enhancement
- Other projects that would promote the quality of receiving surface waters. Consult your field representative for any questions on qualifying projects.

SL 143B-135.234 (c) Fund Purposes - Moneys from the Fund are appropriated annually to finance projects to clean up or prevent surface water pollution and for land preservation in accordance with this Article. The purposes for which funds may be used for stream restoration is the following:

- To restore previously degraded lands to establish their ability to protect water quality.

Eligible Applicants: To receive funds from CWMTF, the applicant must be a State Agency; a local government unit; or a nonprofit corporation whose primary purpose is the conservation, preservation, and restoration of our State's cultural, environmental and natural resources.

Section 1. Applicant Information

1.1 Organization Name

1.2 Applicant Type *State Government, Local Government, or Conservation Non-Profit*

1.3 Person from applicant's organization who will administer the grant contract, if awarded:

Name
Title
Address
City, State, ZIP
Phone
E-mail

1.4 Person that CWMTF Field Representative should contact for application review:

Name
Title
Phone
Email *A PDF of the completed application will be sent to this address upon completion*

Section 2. Project Information

2.1 Project Name

2.2 Estimated Project Duration *Usually 12-24 months; may not exceed 36 months*

2.3 Primary County

2.4 Secondary counties

2.5 Project Coordinates

> Use the center point of the project area in decimal degrees.
> Latitude: Should be between positive 33 and 37
> Longitude: Should be between negative 75 and negative 84
> Please use *www.latlong.net* or similar site. Test coordinates before submitting.

2.6 Narrative

> CWMTF recognizes that every project is unique. Under each heading listed below, address the topics and add additional information as necessary to explain your project. Be thorough and concise. Narratives are expected to be 1-2 pages in length.

Scope of Work

> The scope of work should describe (in detail) tasks that you are responsible for completing. Give measurable tasks that will be completed as part of this project, and any tasks that will continue afterwards (such as monitoring). Include tasks to be completed with CWMTF funds and tasks to be completed with matching funds. CWMTF will use this information to develop any grant contract that may result from this application.

Project Description and Need

> Include the location of the proposed project (river basin, county, nearest town); observations or monitoring data that identified a problem; connections to other projects or protection efforts; why this project is needed; how the proposed project will solve the problem; how you would evaluate the project's success; connections to other conservation or water quality projects or protection efforts; and how the project site will be managed in the future.

Water Quality Objectives and How They Would Be Achieved

> Describe the objectives of the project in terms of protecting or improving water quality. Project designs are encouraged to consider a comprehensive watershed approach including connections to floodplains where feasible. Include number of linear feet of stream to be restored, level of restoration, restoration techniques, etc. Discuss resource uplift and any ecologically significant areas to be improved, with an emphasis on aquatic habitat and species.

Other Public Benefits

> Describe any public benefits of the project related to public access, facilities for recreation, specific scientific opportunities and/or directed educational opportunities.

Section 3. Resource Significance

Receiving Waters Information:
Complete the table below. (Note: 'Receiving waters' include the water body of the project site and additional water bodies within 1 stream mile downstream of the project site. List small, unnamed streams as "unnamed tributaries" or "UT" and use the DWQ index number and classification of the named stream they flow into.)

> Links to determine Receiving Water information:
> - *To download GIS data with waterbody classifications, click here or to access online GIS viewers, click here.*
> - *Surface Water Classifications:* https://ncdenr.maps.arcgis.com/apps/webappviewer/index.html?id=6e125ad7628f494694e259c80dd64265
> - *303(d) list *(Categories 4/Pink and 5/red on the 2016 Integrated Report):* https://ncdenr.maps.arcgis.com/apps/MapSeries/index.html?appid=14df5075d8e3437b8476c89c3db3f0a5
> - *DWR Biological Stream Rating:* https://deq.nc.gov/about/divisions/water-resources/water-resources-data/water-sciences-home-page/biological-assessment-branch/dwr-benthos-data

3.1 Receiving Waters

Name of Receiving Water(s)	DWR stream classification	DWR biological stream rating	303(d) Y/N
(five rows are provided)			

CWMTF staff will review the stream classification, biological stream rating and 303(d) status using the most recent data from the Division of Water Resources (DWR). Categories 4 and 5 both considered as 303(d) waters by CWMTF.

3.2 Aquatic Habitat - *Mark any of the following that apply directly to the receiving waters, or within 1 stream mile downstream of the proposed project.*

- ❑ Streams supporting species listed as Federally Threatened or Endangered
- ❑ Division of Coastal Management exceptional wetland
- ❑ Division of Water Resources unique wetland
- ❑ Division of Marine Fisheries Primary Nursery Areas
- ❑ Inland Primary Nursery Areas identified by the Wildlife Resources Commission
- ❑ Wildlife Resources Commission Wild Trout
- ❑ Division of Marine Fisheries Shellfish Area

3.3 Source Water Assessment Program - *Mark any of the following that apply directly to the receiving waters. (*https://deq.nc.gov/about/divisions/water-resources/drinking-water/drinking-water-protection-program/mapping-applications *)*

- ❑ Surface Drinking Water Assessment Area Susceptibility - Higher
- ❑ Surface Drinking Water Assessment Area Susceptibility – Moderate

3.4 Protection or Improvement of Waters with Special Uses - *Mark any of the following that apply directly to the receiving waters, or within 1 stream mile downstream of the proposed project.*

- ❑ n/a
- ❑ National Scenic Waters.
- ❑ National Heritage River.
- ❑ National Seashore, National or State Park, National Wildlife Refuge or Coastal Preserve

3.5 Location Relative to Existing Public Drinking Water Supply - *Check all that apply*.
Existing surface drinking water supply (reservoir or intake).

- ❑ Existing surface drinking water supply with an intake or NC DEQ designated critical area within 1 stream mile downstream as measured in stream miles.
- ❑ Existing surface drinking water supply is greater than 1 stream mile downstream as measure in stream miles

If the project location is near a water supply, please provide a brief description (e.g. river intake, reservoir, etc.) and location of the existing water supply.

Section 4. Effectiveness/Measurable Outcomes & Project Details

4A. Project Need and Vision

4A.1. Need for the project, considering existing stream conditions and/or conditions in the project catchment areas:

a. Describe the location, extent and probable causes of instabilities or impairment.

b. Describe observations and any monitoring conducted to identify any actual or potential cause(s) of impairment.

4A.2. Assuming the proposed project's outcomes would be highly successful, describe conditions that would reveal that success. (What would success look like? What aspects of the success could be measured or observed?)

4A.3. Describe alternatives to the proposed project you considered. Explain why you chose the proposed project.

4A.4. Provide name(s) and qualifications of professionals whose evaluations contributed to the assessment that this project is needed.

4A.5. Identify and describe any aspects of the proposed project that are for complying with regulatory mandates or permit conditions.

> CWMTF will not fund projects solely for compliance with regulations or permits. These aspects may be part of a larger project, but CWMTF funds should not be applied toward minimum required activities.

4B. Proximity to Other Water Quality or Conservation Projects in the Watershed
In the table below, please provide the name and a brief description of each link to other water quality or conservation projects in the watershed and within one (1) stream mile of the proposed project. Indicate whether the link is upstream or downstream and the approximate distance to the proposed project area.

> Useful information in the brief description could include how proximate projects might benefit or complement the proposed project; the name of the organizations responsible for implementing and maintaining the project; and when the project was completed or will be completed. Give the specific location for each project and the distance, in stream miles, from the project proposed in this application.

Name of Nearby Link (Project)	Upstream or Downstream	Distance (stream miles)

4C. Local Measures to Protect Water Quality – *Check the following that applies to local water quality protection currently in effect in the project's watershed:*

- ❑ Local protection includes stormwater management program, ordinances, and/or planning; ***and*** local buffer, wetland and/or floodplain protection ordinances.
- ❑ Local protection includes ***either*** stormwater management program, ordinances, and/or planning; ***or*** local buffer, wetland and/or floodplain protection ordinances.
- ❑ No protection ordinances are in place.

Identify and describe local ordinances the community has implemented or will implement to control and treat stormwater or protect wetland or riparian areas (e.g. stormwater management; stream buffer, wetland, or floodplain protection; soil erosion and sediment control program, etc.). Include a description of the effects these ordinances might have on the proposed project, or vice versa:

4D. Watershed stability

4D.1. Current Land Use – *Using GIS landcover data from NCOneMap or StreamStats or other sources, Fill out the following table:*

Land Use	% land cover in catchment area	Number of acres in catchment area
Forest		
Agricultural		
High Density Residential Development		
Low Density Residential Development		
Commercial or Industrial		
Other		
Total =		

If OTHER was completed in Table 4D.1 above, please explain:

4D.2. Select the choice that most accurately describes the expected change in land use over the next 20 years: *Mark the following that most accurately describes the expected change:*

- ❑ Little or no change is expected because the area is rural or protected and not likely to develop.
- ❑ Little or no change is expected because the area is already fully developed as urban/suburban.
- ❑ Moderate rate of change is expected.
- ❑ Rapid rate of development is expected from rural to urban/suburban.

4E. Consistency with the objectives of a basinwide plan adopted at the regional level or a comprehensive, long term land-use plan by a State agency, local government or nonprofit corporation whose primary purpose is the conservation, preservation, or restoration of the State's cultural, environmental, or natural resources – *For each applicable plan, provide the following information. You may include up to three plans.*

Plan title

Mark any of the following that apply to the proposed project and the related state agency plan:

- ❑ Project site and purpose is explicitly mentioned as needed
- ❑ Project type and purpose is explicitly mentioned as needed
- ❑ Project type generally supports the goals of a surface water plan as defined above
- ❑ No connection to surface water plans as defined above

For the plan referenced above, provide the plan date; specific page reference to the proposed project; and explanation, quotation, or excerpt from the plan; and explain how the proposed project is strategically related to the referenced long-term or regional management plan.

4F. Project Details & Objectives

> Important notes concerning definitions of stream restoration, stream enhancement level 1 and level 2, and stream stabilization:
>
> The following definitions are derived from the Stream Mitigation Guideline, April 2003, by the U.S. Army Corps of Engineers, Wilmington District (District), North Carolina Division of Water Quality (DWQ), U.S. Environmental Protection Agency, Region IV (EPA), Natural Resources Conservation Service (NRCS), and the North Carolina Wildlife Resources Commission (WRC).

- Stream Restoration - The process of converting an unstable, altered, or degraded stream corridor, including adjacent riparian zone (buffers) and flood-prone areas, to its natural stable condition considering recent and future watershed conditions. This process should be based on a reference condition/reach for the valley type and includes restoring the appropriate geomorphic dimension (cross-section), pattern (sinuosity), and profile (channel slopes), as well as reestablishing the biological and chemical integrity, including transport of the water and sediment produced by the stream's watershed in order to achieve dynamic equilibrium.

- Stream Enhancement - Stream rehabilitation activities undertaken to improve water quality or ecological function of a fluvial system. Enhancement activities generally will include some activities that would be required for restoration. These activities may include in-stream or stream-bank activities, but in total fall short of restoring one or more of the geomorphic variables: dimension, pattern and profile. Any proposed stream enhancement activity must demonstrate long-term stability. Work will be based on reference reach information.

- Streambank Stabilization – The in-place stabilization of an eroding streambank. Stabilization techniques, which include primarily natural materials, like root wads and log crib structures, as well as sloping stream banks and revegetating the riparian zone. When streambank stabilization is proposed, the completed condition should be based on a reference condition. Stream stabilization techniques that consist primarily of "hard" engineering, such as concrete lined channels, rip rap, or gabions, while providing bank stabilization, will not be considered as stream restoration or enhancement

4F.1. What type of project are you proposing? *Mark all that apply (See Table above for definitions)*.

- ❑ Stream restoration
- ❑ Stream enhancement
- ❑ Stream stabilization
- ❑ Wetland restoration
- ❑ Wetland enhancement
- ❑ Wetland creation
- ❑ Floodplain Restoration
- ❑ Agricultural BMP
- ❑ Other

If Agricultural BMP(s) and/or Other were checked, please provide a description of the BMP or other project.

4F.2. Check any of the following goals that apply to the proposed restoration project:

- ❑ Improve or enhance aquatic habitat & improve biological health of stream
- ❑ Reduce streambank erosion or reduce future erosion potential
- ❑ Restore floodplain connection and function
- ❑ Restore aquatic connectivity
- ❑ Other

If "Other" was checked, please provide a brief description.

4F.3. Check any of the following that apply to the existing condition of the stream:

- ❑ Laterally unstable
- ❑ Vertically unstable
- ❑ Excessive Sediment Supply
- ❑ Bank Erosion
- ❑ Straightened/Channelized
- ❑ Headcuts
- ❑ Barrier
- ❑ Other

If "Other" was checked, please provide a brief description.

4F.4. Check any of the following restoration approaches or features that are proposed:

- ❑ Construction of new channel
- ❑ Reconnection to existing floodplain
- ❑ Bench construction
- ❑ Creation or enhancement of floodplain wetlands
- ❑ Bank stabilization only
- ❑ Riparian buffer plantings
- ❑ Removal of invasive species
- ❑ Removal of instream barrier
- ❑ Geolifts
- ❑ Instream Structures
- ❑ Toe Wood
- ❑ Fencing
- ❑ other

If "Other" was checked, please provide a brief description.

4F.5. Complete the table, an example is shown below. Metric should be linear feet for stream restoration projects, acres for wetland or flood plain restoration projects *(there is an option to add rows if there are multiple reaches for any of the improvement types)***:**

Type of Work *(See 4G above for definition of project types.)*	**Name of Reach**	**Linear Feet or Acres**
Restoration	Hominy Creek, Reach 1	1000
Restoration	UT1	400
Enhancement	Hominy Creek, Reach 2	500
Enhancement	UT2, Reach 1	200
Stabilization	UT2, Reach 2	200
Other		
Additional l.f. of stream protected only by easement (no restoration)		
	PROJECT TOTAL =	2300

If ***"Stabilization"*** was completed in 4F.5 above, please provide a brief description of the proposed technique
If ***"Other"*** was completed in 4F.5 above, please provide a brief description of the proposed technique.

4F.6. Provide information concerning Rosgen Classification of Natural Rivers Stream Types as it applies to the stream(s) proposed to be restored.

4F.6a. Rosgen Classification Stream Type(s) before restoration project (by stream reach, as appropriate)

4F.6b. Rosgen Classification Stream Type(s) after restoration project (by stream reach, as appropriate)

4F.7. Describe how the following stream features will be modified (by stream reach, as appropriate):

4F.7a. Dimension:

4F.7b. Pattern:

4F.7c. Profile:

4F.8. Ecological lift - Complete fields after selecting Option 1 OR Option 2. Only one option will be scored.

Option A: Predict Ecological Uplift through Sediment Load Transport Reduction - *For projects with more than one project site, provide information for each project site.*

4F.8A.1. Estimated annual sediment reduction: ____ tons/yr

4F.8A.2. Provide calculations showing how the annual sediment reduction was determined:

4F.8A.3. Other pollutant reduction: Describe and provide calculations or other basis for determining other pollutant reductions.

[OR]

Option B: Predict Ecological Uplift through approved models

Estimate habitat uplift by determining the percentage of project length or area that is predicted to receive significant habitat improvement. Use a CWMTF approved assessment to determine existing habitat conditions as described in the Restoration Guidelines Document to determine the percent of the existing project that does not contain functioning habitat and the percentage that contains habitat of limited function. - *For projects with more than one project site, provide information for each project site.*

4F.8B.1. Which ecological uplift model did you use? Were there any aspects of the model that you feel did not address predicted uplift?

4F.8B.2 Uplift data:

Reach name or number	Reach Length (ft)	Present Habitat Condition	Predicted post-project habitat condition
(five rows are provided)			

NOTE: Assessment model data and results must also be uploaded to the GMS system.

If needed, describe additional reaches and habitat condition below:

> Completed field assessment forms from the North Carolina Stream Assessment Method (NC SAM*), the North Carolina Wetland Assessment Method (NC WAM*) or the Stream Quantification Tool (SQT) should be **attached to the project application** in order to receive points using Option 2.

4F.9. List deliverables/outputs to be completed for each task named below - *Items identified here also should be written into the Scope of Work in the Project Narrative and also included in the project budget.*

4F.9a. Design/construction documents/construction bids

4F.9b. Permit preparation

4GF.9c. Easement acquisition/preparation/recordation

4F.9d. Construction

4F.9e. Stewardship

4F.9f. Other

Section 5. Other Public Benefits

5A. Provides Recreational Uses and Public Access - *Note: this use/access must be directly to the water.*

- ❑ Plan includes improvements to recreational uses related to water (e.g. fishing, boating) and the recreational uses would have public access.
- ❑ No recreational component.

5A.1 If recreational uses and public access apply, please explain why.

5B. Provides Public or Scientific Education

- ❑ Part of an organized educational effort open to public educational institutions. This effort would include active promotion by outreach, which could include a presence on the internet (e.g. website) and also signage, etc. at the project site.
- ❑ No educational component

5B.1. Briefly explain the educational efforts, if applicable.

5C. Development of Riparian Greenway

- ❑ Will establish a greenway system or add to an existing greenway as part of this project.
- ❑ No greenway to be developed.

5C.1. Briefly explain the development of the riparian greenway, if applicable.

5D. Location Relative to Existing Public Drinking Water Supply - *Check one:*

- ❑ By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 1 mile downstream of the planning area (measured as stream miles).
- ❑ By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface water supply intake or NC DEQ designated critical area less than 3 miles downstream of the planning area (measured as stream miles)
- ❑ By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 4 miles downstream of the planning area (measured as stream miles)
- ❑ The proposed project watershed does not address sediment and nutrient pollution but is less than 5 stream miles upstream of an existing public water supply as defined above.
- ❑ The proposed project watershed is not within 5 stream miles upstream of an existing public water supply as defined above

5D.1. If the project location is near a water supply, please provide a brief description (e.g. river intake, reservoir, etc.) and location of the existing water supply.

5E. Project Maintenance

Project Maintenance: Please provide the name of the organization that will inspect the project site and conduct maintenance and repair features as needed.

> For projects awarded with construction in the scope of work, the grant recipient will be contractually responsible for maintaining the project's function for 10 years.

5F. Water Quality Monitoring

Water Quality Monitoring: If water quality monitoring is proposed as a matching contribution, please describe who would conduct the monitoring, what parameters would be monitored, what methods would be used, and a timetable for the monitoring.

> CWMTF will not provide funds for water quality monitoring. In order to qualify as match, the water quality monitoring must be directly targeted at documenting improvements in water quality as a result of the proposed project.

Section 6. Long Term Agreements

> **Conservation Agreements:**
>
> CWMTF requires vegetated riparian buffers, typically at least 50 feet wide, along restored streams. In addition, CWMTF requires that the stream riparian buffers be protected by permanent conservation agreements or other legal instrument of protection acceptable to CWMTF.
>
> Conservation agreements are not required for projects on property owned by the State of North Carolina.
>
> - Conservation agreements on projects receiving CWMTF funding must be similar in form and content to the document templates for the restoration program linked at https://cwmtf.nc.gov/stewardshipThe following conditions are written into CWMTF contract concerning when Conservation Agreements should be put in place.
> - For projects with scope of work including design and permitting, release of any CWMTF funds is contingent on CWMTF's receipt of letters of intent from each landowner stating that the landowner agrees with the project and is willing to record permanent a conservation agreement on the property.
> - For projects with CWMTF funds for construction, no CWMTF funds will be released until a permanent conservation agreement has been recorded. If the grant recipient is unable to record easements, the project cannot continue and the grant recipient may not be reimbursed funds spent prior to ending the project.

6A. Provide the information on the proposed holder of conservation agreements; Organization name, contact name and confirmation contact has agreed to accept responsibility for easement as described below

> The holder of the conservation agreement must be a local unit of government or a non-profit organization, preferably not the same organization that holds fee title. The holder is responsible for enforcing conditions of the agreement. If a local government or nonprofit organization holds fee title and cannot establish an easement holder, CWMTF may consider using declaration of restrictive covenants as the form of conservation agreement. The holder also usually monitors the agreement area for conformance to the agreement but may ask another party to monitor.

6B. Schedule of property interest The Schedule of Property Interest table is part of the project budget, which must be completed using the on-line Grants Management System. See the end of this document for a screen shot for your reference.

> In order to be eligible for consideration for CWMTF funding, all of the landowners must be contacted and at least have indicated willingness to agree to a conservation easement prior to submittal of the grant application.

Section 7. Readiness at the Date of the Project Application

7A. Plan and Design Status - *Attach documents if applicable.*

- ❑ Plans and specifications are ready to begin construction and all required permits have been applied for.
- ❑ An existing conditions survey of the project site has been completed, a reference site has been identified and conceptual plans have been developed (Plans and specifications are not ready).
- ❑ An existing conditions survey of the project site has been completed (Plans and specifications are not ready)

7B. Grant Withdrawal

Grant award may be withdrawn by the Board of Trustees if the project has not entered into construction contract within one year of grant award date

> If the project is approved for grant funding, the grant contract will have the following clause: "Pursuant to NCGS 113A-254(f), this Grant award shall be withdrawn if the Grant Recipient fails to enter into a construction contract for the Project within one year after the Award Date, unless the CWMTF Board of Trustees finds that Grant Recipient has good cause for the failure. If the Trustees find good cause for Grant Recipient's failure, the Trustees must set a date by which Grant Recipient must take action or forfeit the grant."

Regarding this clause, if your project includes CWMTF funds for construction, is the applicant/potential grant recipient prepared to commit to this clause and to enter into a construction contract within one year from the date of award decision by the CWMTF Board of Trustees?

- ❑ Yes, applicant commits to entering into a construction contract within one year of the award date.
- ❑ No, applicant cannot commit to entering into a construction contract within one year of the award date.

Section 8. Budget

The Project Budget shall be completed using the online Grants Management System (GMS). Please log on at www.ebs.nc.gov and select New Application from the Home Page.

8A. Identify any costs to be incurred before CWMTF grant award decisions for which you would request approval of matching funds.

Important Notes on the Budget:

Expenses prior to award date - CWMTF will not reimburse funds for expenses incurred prior to grant award date.

Matching Resources

Match must be for activities necessary for the completion of the project and must be backed up with receipts or other verifiable documentation of expenses. Matching resources must be for items eligible for CWMTF funds. For example, overhead may not be counted as matching resources.

CWMTF grant awards may not be used as matching funds for other CWMTF awards. Funds used as match on prior CWMTF grant awards may not be used as match on other CWMTF grant awards.

CWMTF will expect that matching funds be expended at the approximately the same rate as CWMTF funds and in proportion to the original funding commitment by CWMTF. CWMTF will also expect that, upon completion of the grant project, that the original funding ratio of CWMTF funds to matching funds be maintained. For instance, if a grant award is approved with CWMTF providing 50% of the total budgeted project cost, CWMTF will expect at project closeout to have only contributed up to the 50% of the total project cost.

CWMTF recommends, when possible, a proportional split of CWMTF funds and matching funds on each project budget line item. That is, if you are requesting 50% of a project's cost from CWMTF, strive to split each line item in the budget 50/50. CWMTF recognizes this is not always practical.

Construction contingency funds are to be matched at no less than 50%, i.e. grantee must provide at least 50% of any incurred contingency cost. Note that prior approval from CWMTF is required before expenditure of any contingency cost.

CWMTF trustees may consider, or may deny, approving credit for matching funds contributions for costs incurred prior to the grant award date if specifically requested by applicant at time of application. In your application, clearly identify any task for which costs will be incurred prior to the CWMTF grant award date.

CWMTF will reimburse project costs incurred after the grant award date - However, funds will not be available until after the execution and encumbrance of a CWMTF grant contract. Funds will be reimbursed only if they were necessary to comply with the proposed delivery schedule of the project or period of performance, are necessary and reasonable for proper and efficient accomplishment of the project and comply with all terms and conditions in the subsequent grant contract.

Construction contingency: Construction contingency funds may be accessed by the grant recipient only after the grant recipient has reported expenditure of 100% of local matching funds and 90% of all other matching funds. Construction contingency funds allow the project to cover unanticipated construction costs, often resulting from unexpected conditions encountered during construction. Construction contingency funds are not intended to be used for work that is not construction (e.g., design or construction administration) nor for construction that is not part of the project scope of work (e.g., add-

on work). Also, a new CWMTF policy effective November 8, 2017, CWMTF will only fund up to 50% of construction contingency funds, with the balance coming from other sources of match.

Easement preparation and recordation: Easement preparation and recordation may include survey and legal descriptions, legal fees, and recording fees.

Property or easement acquisition: CWMTF funds may not be used for purchasing of riparian buffer conservation easements along stream restoration projects.

Land (fee simple) or conservation easements must be donated or purchased with matching funds for CWMTF-funded restoration projects. The value of donated easements may receive credit as matching funds. The value of a conservation easement (or other legal instrument acceptable to the Fund) donated to the project by a property owner may be claimed as matching funds contributed to the project only after the Grant Recipient has provided to the Fund all of the following information for that donated easement: (a) calculated area of the easement, (b) copy of the easement document as recorded by the county register of deeds, and (c) basis for the claimed value of the easement, which may be in the form of appraisal summaries, if recent appraisals have been prepared, or current property tax valuation assessed by the County Tax Assessor's Office showing total value of land and/or improvements, if any, with indicated year of the actual assessment.

Project Administration Cost

The cost that is eligible for reimbursement (claim) as Project Administration is direct labor cost toward Progress Reporting, Reimbursement Requests, Project Scope Management, Budget Management, and Project Schedule Management. If you request Project Administration reimbursement or want to demonstrate Project Administration as match, you must submit itemized documentation of staff/contractor hours and hourly compensation rates (salary and fringe benefits) for time spent on project administration.

Overhead, mileage, postage, phone charges, and audits are not reimbursable.

If eligible Project Administration costs are greater than the maximum reimbursable amount, any amount over the cap may be applied as matching funds. Documentation of staff/contractor hours and hourly compensation rates are required for matching funds.

> The screenshots below are for your planning purposes only – you must complete the actual online budget within the GMS once you are logged on to the system.

Requested CWMTF Funds	Matching Funds	Total Cost
$0.00	$0.00	$0.00

	Item	Requested CWMTF Funds	Matching Funds	Total Cost
D041	D041 - Design	$0.00	$0.00	$0.00
D042	D042 - Permitting	$0.00	$0.00	$0.00
D043	D043 - Value of Easements to be donated	$0.00	$0.00	$0.00
D044	D044 - Property or Easement Acquisition	$0.00	$0.00	$0.00
D045	D045 - Easement Prep & Recordation	$0.00	$0.00	$0.00
D046	D046 - Construction ?	$0.00	$0.00	$0.00
D047	D047 - Construction Admin/Observation	$0.00	$0.00	$0.00
D048	D048 - Construction Contingency	$0.00	$0.00	$0.00
D049	D049 - Project Administration	$0.00	$0.00	$0.00
D014	D014 – Addnl. Expense	$0.00	$0.00	$0.00
D015	D015 – Addnl. Expense EXPLAIN	$0.00	$0.00	$0.00
D016	D016 – Addnl. Expense	$0.00	$0.00	$0.00
	Total	$0.00	$0.00	$0.00

Matching Resources Table

Add Row

Sources of Matching Funds - Name of organization providing matching funds, donated easements, etc.	Origin of Matching Funds (e.g Federal, State, etc.)	Matching Funds Applied to	Amount	Funds Committed as of Application
	Choose		$0.00	Choose X
		Total Matching Funds	$0.00	

Schedule of Properties for Legal Protection of Riparian Buffers

Add Row

			Stream Right			Stream Left			
No	Property Owner	PIN	Approx. Stream Frontage (LF)	Approx. Easement Width (feet)	Approx. Easement area (Acres)	Approx. Stream Frontage (LF)	Approx. Easement Width (feet)	Approx. Easement area (Acres)	Status
1					0			0	Choose X
		Totals			0			0	
		Average Protected Buffer Widths		0			0		

Section 9. Attachments

After completing the Budget using the online Grants Management System, upload the Application and other Attachments listed below.

- *Convert documents to .pdf*
- *Use smallest file size possible*
- *Use the following naming convention:* *Project Name_Application*
  Project Name_Location Map
  Project Name_Project Area Map
  **Use the Project Name that was entered in Question 2.1*
- *Upload documents individually*

Maps

The following mapping guidelines should be adapted to your specific project and modified as you see fit to clearly depict the project. Following these guidelines will greatly help our staff and trustees assimilate and understand your proposal and the 130+ additional applications that are reviewed each year.

At least two maps are required of all stream restoration applications. Additional maps may be necessary to clearly show proposed work, location of conservation agreements, individual structures, or sections/reaches of a larger project.

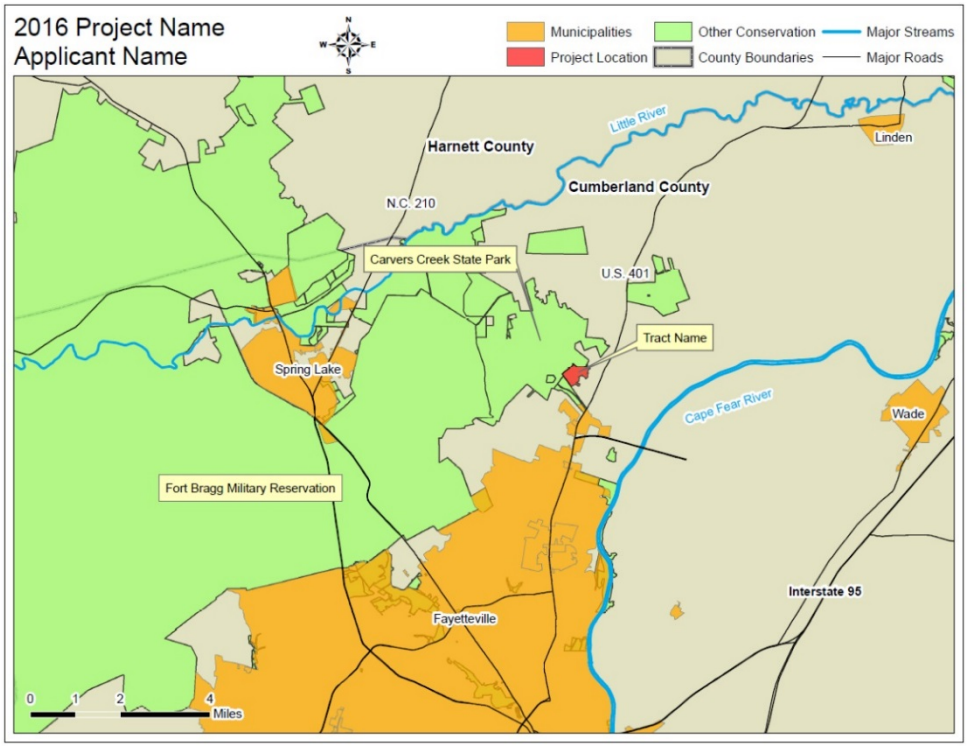
1. **Location map – required.**
2. **Project map (preferred with aerial photo as background) – required.**
3. **Project map/design drawings with topo lines background – strongly encouraged.**
4. **Aerial imagery with marked boundary if not part of maps above.**

1. **Location Map.** Show the location of the property in context of major streams, major roads, nearby protected property, nearby municipalities, etc. This map should orient the viewer to the location of the property on a county or regional scale.

   Background: no specific requirement, but should be a neutral color
   Major Streams: **Blue**
   Municipalities: **Orange**
   Project: **Red**
   Other Conservation: **Green**
   Major Roads: **Black**
   Labels: Major streams, major roads, municipalities, and county boundaries should be clearly labeled. Labels of secondary streams and roads are not necessary on this map. Any significant landmarks or other conservation lands should be labeled as well.

   Layout: Landscape orientation is preferred, if possible.

Location Map example:



2) Project Map – Standardization of this map is less important due to the diversity in project needs. Applicants should include any pertinent information, including major streams, major roads, impacted streams and other water bodies, existing utilities, existing conservation easements.

Background: a recent aerial image if possible; if an aerial photo is not a possibility, please follow the guidelines for the location map.
Property Boundary: **Red** outline
Easement/buffer boundary: **Yellow** dashed outline. NOTE: CWMTF minimum buffer requirements are from the top of bank. For example, if you have a bank to bank width of 10 feet, and 50' buffers, the mapped buffer width from a single center line would be 55' on either side.
Other Conservation: **Green** outline (if applicable)
Roads: **Black**
Streams: **Blue** (use different colors if you need to differentiate distinct reaches)
Restoration Reach: No specific requirement, but should be easy to distinguish from other streams. Show levels of restoration/enhancement/stabilization if possible.
Labels: Named streams, roads, and landmarks should be labeled.
The following examples are not intended to be templates, but suggestions on what staff finds easy to read and interpret.

Project Map example: