**To:** [Activity #] Subcommittee,Steering Committee **Date:**

**From:** [Project Sponsor]

**Subject:** WBIF Project Request:[Project Name]

# Table of Acronyms

|  |  |
| --- | --- |
| CWMP: Comprehensive Watershed Management Plan | LSC: Lower St. Croix |
| SWCD: Soil & Water Conservation District | WD: Watershed District |
| WBIF: Watershed Based Implementation Funding | WMO: Watershed Management Organization |

# Eligible Project Sponsors

A sponsoring agency is required for each submitted project. The sponsor fills out this request. That agency must be a party to the Joint Powers Agreement for the implementation of the Lower St. Croix Comprehensive Watershed Management Plan. The sponsor, if the project is selected for funding, will enter into a subcontract with the Chisago Soil and Water Conservation District (SWCD) for project funding.

# Description of Project (brief paragraph)

# Benefitted Waterbody Information (add rows for additional waterbodies if necessary)

|  |  |
| --- | --- |
| Target waterbody |  |
| Waterbody area (acres) |  |
| Watershed area (acres) |  |
| DNR shoreline classification |  |
| Description of the watershed and near-shore land uses |  |
| Impairment status |  |
| Protection or restoration |  |

# Project Details

|  |  |
| --- | --- |
| Project Name |  |
| Project Sponsor |  |
| Additional Project Partner(s) (other than sponsor) |  |
| Project Location (lat/long, address, or description) |  |
| DNR Level 8 Subwatershed |  |
| Applicable WBIF Work Plan Activity |  |
| Funding Specifically Allocated to this Project in Work Plan (if applicable) |  |
| Estimated Construction Timeline |  |
| Total Project Cost |  |
| Estimated Lifetime Project Cost (incl. O&M) |  |
| Requested Grant Funding |  |
| Match provided, match source (cannot be state funds) |  |
| Target Waterbody (from CWMP Table 5-2, 5-3, 5-4) |  |
| Est. Phosphorus Load Reduction @ Target Waterbody |  |
| Est. TSS Load Reduction @ Target Waterbody |  |
| Calculation Tool Used |  |
| Project Lifespan |  |
| Lifetime Cost-Benefit ($/lb phosphorus removed) |  |

# Pre-Project Identification

|  |  |
| --- | --- |
| Total phosphorus load entering target waterbody |  |
| Total suspended solids load entering target waterbody |  |
| Major sources of nutrient loading |  |
| P reduction required to achieve water quality goal |  |
| Completed projects, load reduction |  |
| Alternative projects, load reduction |  |

**List of Informational Attachments/Templates Included With Form:**

1. WBIF Project Request Process Flow Chart
2. CWMP Priority Waterbody Maps
3. CWMP Appendix C – Project Targeting Criteria and Scoring Matrix (for Activities 2, 4, 5, 9)
4. Wetland Restoration Scoring Matrix (for Activity 6)
5. Internal Analysis Request for Funding (for Activity 7; filled out by applicant)
6. Internal Analysis Selection Criteria (for Activity 7; filled out by subcommittee)
7. Targeting Analysis Scoring Matrix (for Activity 8)

**Required Attachments for Requesting Partner to Complete (check all that apply):**

Project Plans/Visual/Map (for all requests)

Completed Appendix C Project Scoring Matrix (for Activities 2, 4, 5, 9)

Completed Wetland Restoration Scoring Matrix (for Activity 6)

Completed Internal Analysis Request for Funding (for Activity 7)

Completed Internal Analysis Selection Criteria (for Activity 7)

Completed Targeting Analysis Scoring Matrix (for Activity 8)

|  |
| --- |
| WBIF Work Plan Activity Color Coding |
| Implementation - BMPs/Restoration Activities |
| Implementation - Shared Services |
| Prioritization & Analysis |
| Administration |

*Submit this form and attachments to Angie Hong at (*[*ahong@mnwcd.org*](mailto:ahong@mnwcd.org)*) one week prior to the Steering Committee meeting.*

# Steering Committee Roll Call Vote

Steering Committee roll call vote to recommend [Project Sponsor] project for Lower St. Croix Watershed Based Implementation Funding in the amount of $\_\_\_\_\_\_ for the [Project Name].

|  |  |  |  |
| --- | --- | --- | --- |
| **Organization** | **Aye** | **Nay** | **Absent** |
| Anoka SWCD |  |  |  |
| Brown's Creek WD |  |  |  |
| Carnelian Marine St Croix WD |  |  |  |
| Chisago County |  |  |  |
| Chisago Lakes LID |  |  |  |
| Chisago SWCD |  |  |  |
| Comfort Lake Forest Lake WD |  |  |  |
| Isanti County |  |  |  |
| Isanti SWCD |  |  |  |
| Middle St. Croix WMO |  |  |  |
| Pine County |  |  |  |
| Pine SWCD |  |  |  |
| South Washington WD |  |  |  |
| Valley Branch WD |  |  |  |
| Washington CD |  |  |  |
| Washington County |  |  |  |
| **TOTAL (need majority vote to pass)** |  |  |  |
|  |  |  |  |