**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**) 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)** |  |  |  |
|  |  |  |  |