



**SUFFOLK COUNTY WATER QUALITY
PROTECTION AND RESTORATION PROGRAM
AND LAND STEWARDSHIP INITIATIVES
INFORMATION FOR APPLICANTS**



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INFORMATION FOR APPLICANTS

I. ELIGIBLE APPLICANTS

Eligible applicants are any local municipality or 501(c)(3) organization performing an eligible project as defined in Article 12 Section 2(B) of the SUFFOLK COUNTY CHARTER located within the borders of Suffolk County. All projects not being provided directly by Suffolk County require the sponsorship of either a Suffolk County department or legislator.

II. ELIGIBLE PROJECTS

Projects eligible for funding under this program are specified in Article 12 Section 2(B) of the SUFFOLK COUNTY CHARTER, included in Section VII of *Information for Applicants*, and include:

1. Nonpoint Source Abatement and Control – Remediation and/or Preservation Projects
2. Aquatic Habitat Restoration Projects
3. Agricultural Nonpoint Source Abatement and Control
4. Pollution Prevention Initiatives
5. Freshwater and Tidal Stream Corridor Restoration
6. Projects to Implement “No-Discharge Zones”
7. Programs for Education and Outreach
8. Other Nonpoint Source Pollution Remediation Projects
9. Land Stewardship Initiatives

Calls for applications may specify particular, high priority, project types that will be the focus of current funding rounds.

III. APPLICATION REQUIREMENTS

In order for a proposal to be considered for funding, the applicant must submit the following:

1. A cover letter stating that the applicant is requesting funding.
2. The application form with accompanying certification statement signed by a designated representative.
3. Supporting documentation requested on the application form.
4. Completed project criteria (Parts 6.1 and 6.2).
5. A concise 1,000-word or less summary of the project as a Word Document.
6. A location map showing extent of the project (if applicable).
7. A preliminary plan showing the proposed work (if applicable).

Applications should be submitted electronically to the Department of Economic Development and Planning, Division of Water Quality Improvement at, WQPRP@suffolkcountyny.gov.

IV. SCORING CRITERIA

Projects are reviewed and selected using the scoring system included in Part 6 of the *Application Form*. Applicants shall complete Part 6.1 and Part 6.2 of Part 6. The Committee will review the scoring results and these scores, in conjunction with Committee review and technical staff input, will serve as guidance for the basis of the Committee’s final recommendations to the Legislature. The Committee will recommend proposals until the targeted level of funding for the current funding round is exhausted or until the Committee determines that all projects worthy of

consideration have been funded.

Once a proposal is categorized by project type, an accompanying set of criteria are applied for scoring. The scoring system sections applicable to the respective eligible project types are listed below:

Table 1- Scoring System Section Applicability

Project Type	Scoring Sections
I. Nonpoint Source Abatement and Control – Remediation and/or Preservation	Parts 6.1A and 6.2
II. Aquatic Habitat Restoration	Parts 6.1B and 6.2
III. Agricultural Nonpoint Source Abatement and Control	Parts 6.1A and 6.2
IV. Pollution Prevention Initiatives	Parts 6.1A and 6.2
V. Freshwater and Tidal Stream Corridor Restoration	Parts 6.1B and 6.2
VI. Projects to Implement No-Discharge Zones	Parts 6.1C and 6.2
VII. Programs for Education and Outreach	Parts 6.1D and 6.2
VIII. Other Nonpoint Source Pollution Remediation	Parts 6.1A and 6.2
IX. Land Stewardship Initiatives	Parts 6.1E and 6.2

Projects to implement no-discharge zones can be divided into two categories; reimbursement for pump-out systems (including pump-out boats and stationary land-based systems), and feasibility studies for no-discharge zone designations.

The development of a no-discharge zone designation feasibility study for a given water body to be submitted to USEPA is also eligible for funding under this project type. Pursuant to Section 312(f)(3) of the Clean Water Act, if the EPA Regional Administrator determines that there are adequate and reasonably available facilities for the safe and sanitary removal and treatment of sewage, a Vessel Waste No Discharge Zone can be designated. For each of the two project types within the implementation of no-discharge zones category, scoring Part 6.1C shall be applicable.

V. INSTRUCTIONS FOR COMPLETING APPLICATION FORM

If there are any questions encountered while completing the application form, please attend one of the two Proposer’s Conferences as listed in the *Call for Funding Applications*.

Part 1 – Applicant Information

Application Number - Leave blank, number will be assigned by the WQPRP Review Committee.

Applicant Name - Fill in the name of the governmental entity or 501(c)(3) organization. Include the department and/or division name, if applicable.

Federal Taxpayer ID# - Provide the municipal federal identification number.

Contact Information – Provide all contact information as requested. If the contact person is located at an address other than the applicant, provide that person’s contact information.

Part 2 – Project Information

Project Name – This will be the official project name, and will be the name referred to in all future correspondence.

Project Location/Address – Where applicable, provide a location map (preferably a USGS Topographical 7.5' Quadrangle Map) clearly identifying the project location.

Suffolk County Tax Map Number(s) – Where applicable, provide the Suffolk County Tax Map Number for all parcels affected by the project.

Project Type – Check the box that best describes the project type. Select only one box.

Part 3 – Project Budget

Categorize anticipated project costs into the categories shown. If costs fall into a category not listed, use the “other” category and specify what those costs are for in the space provided. Please also attach a more detailed budget to the application form. Construction inspection can be included in construction costs.

Specify if there are any County Personnel being utilized for or funded through this project. Please identify the title, division or office, and department of the County personnel; if the personnel are currently part of the County’s existing staff; the intended duration of participation in the project; and the expenditure of funds related to the project with regard to said personnel.

Part 4 – Other Funding Sources

Identify all sources of funding that will be used for the project. If state or federal funds are being used, identify the amount and the name of the funding source. If local municipal funds are being used, include a copy of the municipal resolution. **Please note that all projects being conducted by, and with, other municipalities or 501(c)(3) companies require a 50% local match.** If awarded WQPRP funds, the applicant may not use such funds as a match for this project or any other federal, state, or other grant program unless specifically authorized by written consent from the County.

Part 5 – Project Description

Provide a detailed description of the work being proposed that includes the following information:

- the name and value of the affected water body(ies);
- the water quality and/or aquatic habitat impairment (i.e., fish consumption advisories, beach closures, habitat impairment from land use and hardening of shorelines, etc.);
- the name of the priority pollutant(s) or disturbance(s) causing the impairments;
- the source(s) of priority pollutants or disturbances causing the impairment;
- what will be constructed or implemented; and
- the expected environmental benefit.

Part 6 – Project Criteria

Select which criteria apply to the project based on your project type based on your responses to Part 2, Question 4. See Table 1 on the previous page for appropriate sections to complete and provide documentation if necessary. Additionally, please see Section VI, Glossary, for help in completing questions from Part 6 of the *Application Form*.

Part 7 – Community Support

Identify community groups that have expressed either support or opposition to the proposal. Include correspondence from the groups listed, if available.

Part 8 – Project Readiness

Answer the questions pertaining to the State Environmental Quality Review Act (SEQRA) process. List all necessary permits that will be required for the project, and whether they have been obtained. Include the most recently completed stage of the project, i.e. conceptual design, preliminary design, utility coordination, planning, etc.

Part 9 – Project Personnel

Identify the name, title, and qualifications of the individuals who will participate in project implementation. Please include curriculum vitae for all individuals listed, and be sure to identify a Project Manager who will provide project supervision.

If there are any County personnel being utilized for or funded through this project, applicants are required to provide detailed information regarding these participants in Part 3 of the application.

Part 10 – Project Schedule

Establish dates for completing project milestones. These may include obtaining permits, land acquisition, satisfying SEQRA requirements, final design, construction commencement, etc.

Part 11 – Enforcement Status

Identify if the project is being initiated in response to a consent order or other means of enforcement action. If it is, then provide a copy of the enforcement instrument.

Part 12 – Certification

An officially designated representative of the applicant must sign and date the application.

VI. GLOSSARY

Agricultural Land

Any landholding, consisting of ten or more acres, which is used for the raising of any agricultural or forestry products. Concentrated agricultural operations occupying less than ten acres of land which have average annual gross sales equal to \$50,000 or more shall also be included.

Best Management Practice

Methods, measures or practices determined to be the most practical and effective in preventing or reducing the impact of pollutants generated by nonpoint sources to a level compatible with water quality standards established pursuant to section 17-0301 of Article 17 of the Environmental Conservation Law. Best management practices include, but are not limited to, structural and nonstructural controls and operations and maintenance procedures. Best management practices can be applied before, during or after pollution producing activities to reduce or eliminate the introduction of pollutants into receiving waters.

Cost

The cost of an approved project, which shall include appraisal, surveying, engineering and architectural services, plans and specifications, consultant and legal services, construction and other direct expenses incident to such project less any federal or state funds, other than those provided pursuant to this article, for such project received or to be received.

Hydrogeologic Zone

Please see Appendix 1 of this document, *Information for Applicants*, or go to <http://www.suffolkcountyny.gov/Portals/0/planning/Cartography/NewLayout/Hydrozones.pdf> for a hydrogeologic zone delineation map.

Municipality

A local public authority or public benefit corporation, a county, city, town, village, school district, supervisory district, district corporation, improvement district within a county, city, town or village, or Indian nation or tribe recognized by the state or the United States with a reservation wholly or partly within the boundaries of Suffolk County, or any combination thereof.

New York State Water Quality Classifications

◆ Surface Waters

- **Class N fresh surface waters.**

The best usages of Class N waters are the enjoyment of water in its natural condition and, where compatible, as a source of water for drinking or culinary purposes, bathing, fishing, fish propagation, and recreation.

- **Class AA-Special (AA-S) fresh surface waters.**

The best usages of Class AA-S waters are: a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters shall be suitable for fish propagation and survival.

- **Class A-Special (A-S) fresh surface waters.**

The best usages of Class A-S waters are: a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters shall be suitable for fish propagation and survival.

- **Class AA fresh surface waters.**

The best usages of Class AA waters are a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters shall be suitable for fish propagation and survival.

- **Class A fresh surface waters.**

The best usages of Class A waters are a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters shall be suitable for fish propagation and survival.

- **Class B fresh surface waters.**

The best usages of Class B waters are primary and secondary contact recreation and fishing. These waters shall be suitable for fish propagation and survival.

- **Class C fresh surface waters.**

The best usage of Class C waters is fishing. These waters shall be suitable for fish propagation and survival. The water quality shall be suitable for primary and secondary contact recreation, although other factors may limit the use for these purposes.

- **Class D fresh surface waters.**

The best usage of Class D waters is fishing. Due to such natural conditions as intermittence of flow, these water conditions are not conducive to propagation of game fishery, or streambed conditions and the waters will not support fish propagation. These waters shall be suitable for fish survival. The water quality shall be suitable for primary and secondary contact recreation, although other factors may limit the use for these purposes.

- **Class SA saline surface waters.**
The best usages of Class SA waters are shellfishing for market purposes, primary and secondary contact recreation and fishing. These waters shall be suitable for fish propagation and survival.
- **Class SB saline surface waters.**
The best usages of Class SB waters are primary and secondary contact recreation and fishing. These waters shall be suitable for fish propagation and survival.
- **Class SC saline surface waters.**
The best usage of Class SC waters is fishing. These waters shall be suitable for fish propagation and survival. The water quality shall be suitable for primary and secondary contact recreation, although other factors may limit the use for these purposes.
- **Class I saline surface waters.**
The best usages of Class I waters are secondary contact recreation and fishing. These waters shall be suitable for fish propagation and survival.
- **Class SD saline surface waters.**
The best usage of Class SD waters is fishing. These waters shall be suitable for fish survival. This classification may be given to those waters that, because of natural or man-made conditions, cannot meet the requirements for primary and secondary contact recreation and fish propagation.
- ◆ **Groundwaters**
 - **Class GA fresh groundwaters.**
The best usage of Class GA waters is as a source of potable water supply. Class GA waters are fresh groundwaters.
 - **Class GSA saline groundwaters.**
The best usages of Class GSA waters are as a source of potable mineral waters, or conversion to fresh potable waters, or as raw material for the manufacture of sodium chloride or its derivatives or similar products. Class GSA waters are saline groundwaters.
 - **Class GSB saline groundwaters.**
The best usage of Class GSB waters is as “receiving waters” for disposal of wastes. Class GSB waters are saline groundwaters that have a chloride concentration in excess of 1,000 milligrams per liter or a total dissolved solids concentration in excess of 2,000 milligrams per liter.

Nonpoint Source

Any source of water pollution or pollutants which is not a discrete conveyance or point source.

Project Types

◆ Nonpoint Source Abatement and Control Project

Projects or programs that prevent, mitigate, and/or remediate the direct discharge of nonpoint source pollution to the surface waters of Suffolk County, including but not limited to:

- Conventional or innovative structural or non-structural storm water abatement or prevention;
- Establishment and/or testing of innovative and alternative on-site sanitary waste disposal systems;
- Best management practice demonstration and implementation at commercial, industrial, and/or residential sites.

◆ Aquatic Habitat Restoration Project

The planning, design, construction, management, maintenance, reconstruction, revitalization, or rejuvenation activities intended to improve waters of the state of ecological significance or any part thereof, including, but not limited to ponds, bogs, wetlands, bays, sounds, streams, rivers, or lakes and shorelines thereof, to support a spawning, nursery, wintering, migratory, nesting, breeding, feeding, or foraging environment for fish and wildlife and other biota, including but not limited to:

- Wetlands preservation and enhancement;
- Submerged aquatic vegetation restoration and enhancement;
- Bay scallop and other aquatic species restoration efforts, including the management of underwater lands subject to the Suffolk County Shellfish Aquaculture Leasing Authority;
- Integrated marsh management;
- Native plantings and other near-shore vegetative preservation and restoration projects;
- Non-structural shore stabilization and restoration projects;
- Preservation and restoration initiatives targeted at protection of rare, threatened, or endangered species, or other priority species or critical natural resource areas identified by the County of Suffolk.

◆ Agricultural Nonpoint Source Abatement and Control Project

Projects or programs that prevent, mitigate, and/or remediate the discharge of nonpoint source pollution from agricultural sources to the surface waters of Suffolk County, including but not limited to:

- Best management practice demonstration and implementation to control or reduce pollutants such as nutrients, pesticides, and herbicides from agricultural sites and their impact on surface and ground water quality and habitat.

◆ Pollution Prevention Initiatives

Projects or programs that implement procedures and practices that prevent the creation of pollution from potential sources, including but not limited to:

- Best management practice demonstration and implementation to prevent pollution at commercial, industrial, and/or residential sites.

◆ Freshwater and Tidal Stream Corridor Restoration

The planning, design and construction of projects to restore degraded ecological balances along both freshwater and tidal stream corridors.

◆ **Projects to Implement No-Discharge Zones**

The planning, design, construction, and/or administration of programs or projects that include procedures necessary for implementing or designating No-Discharge Zones. The designation of "No-Discharge Zone" means that the discharge of both treated and untreated vessel sewage is prohibited and sanitation devices on board vessels must be secured to prevent discharges.

◆ **Programs for Educational Outreach**

Projects or programs that provide educational benefits to the residential, industrial, and/or commercial sectors of the community pertaining to the protection of the waters and estuaries of Suffolk County.

◆ **Other Nonpoint Source Pollution Remediation**

Other projects or programs that mitigate, and/or remediate the direct discharge of nonpoint source pollution to the surface or ground waters of Suffolk County. These projects are not limited to traditional nonpoint sources such as stormwater runoff and agricultural sources.

◆ **Land Stewardship Initiatives**

Projects or programs that provide to ensure open space is preserved in its natural state in perpetuity while promoting public access to open spaces where appropriate; inventory of plants, animals and natural communities in Suffolk County; identify criteria and actions needed to maintain stable, well-distributed populations of native species of plant, animals and natural communities; to ensure protection of scenic and wildlife habitat resources and provide for compatible uses by the residents of Suffolk County; complete and usable, mapped inventory of all preserved and protected lands acquired by the County of Suffolk.

Severity of Use Impact

◆ **Precluded**

Frequent/persistent water quality, or quantity, conditions and/or associated habitat degradation *prevents all aspects* of a specific water body use.

◆ **Impaired**

- *Occasional* water quality, or quantity, conditions and/or habitat characteristics *periodically prevent* specific uses of the water body, or;
- Water body uses are not precluded, but some aspects of the use are *limited or restricted*, or;
- Water body uses are not precluded, but *frequent/persistent* water quality, or quantity, conditions and/or associated habitat degradation *discourage* the use of the water body, or;
- Support of the water body use *requires additional/advanced* measures or treatment.

◆ **Stressed**

- Water body uses are not significantly limited or restricted (i.e. uses are *Fully Supported*), but *occasional* water quality, or quantity, conditions and/or associated habitat degradation *periodically discourage* specific uses of the water body.

◆ **Threatened**

- Water quality supports water body uses and ecosystem exhibits no obvious signs of stress, however *existing or changing land use patterns* may result in restricted use or ecosystem disruption, or;
- *Data reveals decreases in water quality* or presence of toxics below the level of concern, or;
- Water body uses are not restricted and no water quality problems exist, but the support of a specific and distinctive use makes the water body more susceptible to water quality threats.

Water body Inventory/Priority Water body List Level of Documentation

- ◆ **Known** - Water quality monitoring data and/or *studies have been completed and conclude* that the use of the water body is restricted to the degree indicated by the listed severity.
- ◆ **Suspected** - Reasonably strong evidence, supported by best professional judgment of DEC staff, *suggests* the use of the water body is impacted. However, water quality data/studies that establish an impact *have not been completed* or there is *conflicting information*.
- ◆ **Possible** - Anecdotal evidence, public perception and/or specific citizen complaints indicate that the use of the water body *may be restricted*. However, there is *currently very little, if any, documentation* of an *actual* water quality problem.

VII. ARTICLE XII - SECTION 12-2(B) OF THE SUFFOLK COUNTY CHARTER

11.75% of the total revenues generated each calendar year to reduce or stabilize the County's general property taxes for the subsequent fiscal year by being credited to revenues in direct proportion to real property taxes assessed and collected by the County of Suffolk from parcels within the County, said revenues to be used to offset the County cost of environmental programs limited to:

- a) Projects recommended by the Management Committees of SSER, PEP, and/or LIS CMP, if approved by duly enacted resolution of the County of Suffolk, for infrastructure improvements or operating expenses which may include, but not be limited to, the following:
 - i. Nonpoint source abatement and control
 - Conventional or innovative structural or nonstructural storm-water abatement or prevention
 - Establishment and/or testing of innovative and alternative on-site sanitary waste disposal systems
 - Best-management practices demonstration and implementation at commercial, industrial and/or residential sites
 - ii. Aquatic habitat restoration
 - Wetlands preservation and enhancement.
 - Submerged aquatic vegetation restoration and enhancement.
 - Bay scallop and other aquatic species restoration efforts, including the management of underwater lands subject to the Suffolk County Shellfish Aquaculture Leasing Authority.

- Integrated marsh management.
 - Native plantings and other near-shore vegetative preservation and restoration projects.
 - Non-structural shore stabilization and restoration projects.
 - Preservation and restoration initiatives targeted at protection of rare, threatened, or endangered species, or other priority species or critical natural resource areas identified by the County of Suffolk.
- iii. Agricultural non-point source abatement and control
- Best management practice demonstration and implementation to control or reduce pollutants such as nutrients, pesticides and herbicides from agricultural sites and their impact on surface water quality and habitat
- iv. Pollution prevention initiatives
- Best management practice demonstration and implementation to prevent pollution at commercial, industrial and/or residential sites
- b) Freshwater and tidal stream corridor restoration.
- c) Projects to implement “no discharge zones”.
- d) Programs for educational outreach, as long as a matching non-county share of 50% is provided.
- e) Programs to remediate other nonpoint source pollution.
- f) Land Stewardship Initiatives
- Projects to manage, maintain or restore terrestrial plants, animals, and damaged habitats;
 - Invasive species prevention and management, including early detection, monitoring, removal, research, and education as recommended by the Final Report and Recommendations of the Suffolk County Water and Land Invasive Control Task Force dated December 2006 and prioritized by the Water Quality Protection and Restoration Program and Land Stewardship Review Committee;
 - Mechanical treatment and prescribed fires to reduce hazardous fuels, such as leaf and twig buildup;
 - Grasslands restoration and management;
 - Cleaning and maintenance of ponds, lakes and tidal tributaries;
 - Cleaning up of illegal dumping;
 - Building and maintenance of trails.

The Suffolk County Environmental Programs Trust Fund is hereby created. 11.75% of the total revenues generated each calendar year by such sales and compensating use tax shall be allocated and deposited annually to this Trust Fund. The annual appropriation of such revenues shall be effectuated via duly enacted resolution of the County of Suffolk. If the revenues generated in any year, including calendar year 2030, exceed the amount necessary to provide for such environmental projects, then such excess revenues shall be carried over as a fund balance for such environmental projects to be consummated in subsequent years.

APPENDIX 1 – HYDROGEOLOGIC ZONE MAP

