



SUFFOLK COUNTY WATER QUALITY PROTECTION AND RESTORATION PROGRAM AND LAND STEWARDSHIP INITIATIVES APPLICATION FORM

PROJECT TITLE: _____



Photo: Coastal marsh, Mastic Beach, NY. Credit: Tom Iwanejko, Superintendent - Division of Vector Control, SC DPW.

Committee Membership:

Edward P. Romaine, Suffolk County Executive

Sarah Lansdale, Commissioner, Department of Economic Development and Planning

Joseph Sanzano, Director of Planning, Department of Economic Development and Planning

Charles J. Bartha, P.E., Commissioner, Department of Public Works

Gregson H. Pigott, MD, MPH, Commissioner, Department of Health Services

Jason Smagin, Commissioner, Department of Parks, Recreation, & Conservation

Kevin J. McCaffrey, Presiding Officer, Suffolk County Legislator, 14th District

Bob DeLuca, Group for the East End

Kevin McDonald, Citizens Advisory Committee for the Peconic Estuary Program

APPLICATION CHECKLIST

**Please include all of the following items when submitting your application.
ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.**

- Project Work Plan
This detailed work plan must be organized by task including deliverables and timeline suitable for insertion into an agreement.
- Project Budget
This detailed categorized budget must include both County (**50%**) and match (**50%**) breakdowns of the **total project cost**, include an in-house labor detail table (if necessary), and be suitable for insertion into an agreement.
- Curriculum vitae
For all project personnel
- Letter from Project Sponsor
Applications from non-County municipal organizations or from non-profit organizations must have a letter from a County Department or Office that indicates they will sponsor the project. A project administrator must also be identified (if necessary). Any non-County application without a County Sponsor will not be considered.
- A separate file with any design/engineering work (if applicable)
- Applicant signature on Page 28
- Please indicate the project name when saving the completed application file. Please have any and all attachment files appropriately named.

APPLICATION

Part 1 – Applicant Information

1. Applicant Name

Phone Email

Mailing Address

City Zip Code

2. Contact Name and Title

3. Contact Mailing Address and Information (if different from applicant)

No. & Street

City Zip Code

Phone Email

4. Suffolk County Department or Office Sponsor
(see *Information for Applicants*, Section IV)

Contact Name and Title

Mailing Address

City Zip Code

Phone Email

5. Suffolk County Administrator (if different from Sponsor)
(see *Information for Applicants*, Section IV)

Contact Name and Title

Mailing Address

City Zip Code

Phone Email

Part 2 – Project Information

1. Project Title

2. Project Location/Address

No. & Street

City

Zip Code

3. Suffolk County Tax Map Number(s)

4. Has the Applicant attended the Proposer's Conference for the current Call for Applications?

YES NO

5. Project Type. PLEASE SELECT THE **ONE** MOST APPROPRIATE CATEGORY.
(Please see *Information for Applicants*, Section II)

- Nonpoint Source Pollution Abatement and Control & Pollution Prevention Initiatives
- Habitat Restoration, Reclamation, and Connectivity
- Land Stewardship Initiatives
- No-Discharge Zone Implementation
- Education and Outreach

Please see [Section 12-2\(B\) of the Suffolk County Charter](#) for more details on the specific eligible project types.

Part 3 – Total Project Budget

Part 3.1 – Planning/Engineering/Design Funding Breakdown

Please provide a detailed breakdown of anticipated project costs by task. For each task please specify whether the work is to be done in-house or by a contractor. Only direct project costs are eligible for funding (see *Information for Applicants*, Section IV).

Task	County Grant	Match and Potential Additional Funding	Estimated Total Project Costs
PLANNING/ENGINEERING/DESIGN			
Task 1 -	\$	\$	\$
Task 2 -	\$	\$	\$
Task 3 -	\$	\$	\$
Task 4 -	\$	\$	\$
Task 5 -	\$	\$	\$
Task 6 -	\$	\$	\$
Task 7 -	\$	\$	\$
Task 8 -	\$	\$	\$
<u>ENGINEERING TOTAL</u>	\$	\$	\$

Part 3.2 – Construction and Site Improvements Funding Breakdown

Please provide a detailed breakdown of anticipated project costs based on expense type by task. For each task please specify whether the work is to be done in-house or by a contractor. Only direct project costs are eligible for funding (see *Information for Applicants*, Section IV). Construction inspection may be included in construction costs.

Task	County Grant	Match and Potential Additional Funding	Estimated Total Project Costs
CONSTRUCTION & SITE IMPROVEMENTS			
Task 1 -	\$	\$	\$
Task 2 -	\$	\$	\$
Task 3 -	\$	\$	\$
Task 4 -	\$	\$	\$
Task 5 -	\$	\$	\$
Task 6 -	\$	\$	\$
Task 7 -	\$	\$	\$
Task 8 -	\$	\$	\$
<u>CONSTRUCTION TOTAL</u>	\$	\$	\$

Part 3.3 – Total Project Cost

Total WQPRP Funds Requested	\$
Total Match	\$
Total Project Cost	\$

Part 3.4 – Equipment/Materials/Supplies Breakdown

Please provide a detailed breakdown of any equipment/materials/supplies to be purchased under this grant. This cost should have already been included in Planning/Engineering/Design costs and/or Construction and Site Improvement costs above. Please note, no more than 20% of funding requested may be used for the purchase of equipment/machinery with the exception of equipment/machinery to implement No Discharge Zones (see *Information for Applicants*, Section IV).

Equipment/Materials/Supplies Breakdown (list major categories)				
Item	Quantity	Units	Unit Price	Total Cost
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total			\$	\$

Part 3.5 – County Personnel

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. Projects cannot establish a permanent full-time position within a County Department without demonstrating how that position will be funded after the project’s completion.

Title	Division & Department	Current Staff		Duration (Seasonal/Temporary/Permanent) (Part-time/Full-time)	Expenditure of Project’s Funding
		Yes	No		

Part 4 – Breakdown of Matching Funds

Part 4.1 – In-House Labor Breakdown

In-House Labor Detail Table 1

Title	Hourly rate	Total # of hours	Subtotal	Fringe benefit rate	Hourly rate including fringe	In-House Total
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
	\$		\$	%	\$	\$
			\$		TOTAL	\$

In-House Labor Detail Table 2

Title	Task 1 (# of hours)	Task 2 (# of hours)	Task 3 (# of hours)	Task 4 (# of hours)	Task 5 (# of hours)	Task 6 (# of hours)	Task 7 (# of hours)	Task 8 (# of hours)	In-House Total
Totals (including fringe)	\$	\$	\$	\$	\$	\$	\$	\$	\$

Part 4.2 – Summary of Matching Funds

Applicant in-kind	\$	
Applicant cash	\$	
State	\$	Description _____
Federal	\$	Description _____
Other	\$	Description _____
Other	\$	Description _____
Total Match	\$	

Part 5 - Project Detail

Part 5.1 – Project Summary

Please include pertinent information such as: problem summary, project proposal, general project goals and expected project benefits, how your project will advance the goals listed in [Suffolk County's Comprehensive Water Resources Management Plan](#), project area, and the relation to ecologically sensitive areas for ground and surface waters, etc.

Refer to Sections IV, VI, and VII of the *Information for Applicants* document for more information.

(Your response below will be limited to 2,000 characters.)

Part 5.2 – Project Workplan

Include a description of each project task, deliverable(s) for each task, and anticipated completion date for each task. Please include a separate file with any design/engineering work (if applicable).

(Your response below will be limited to 2,000 characters.)

Part 5.3 – Project Benefit

Please clearly identify the water quality improvements that your project will implement. If your project will reduce a pollutant of concern, quantify the pollutant load reductions that would result from the implementation of your project.

(Your response will be limited to 2,000 characters.)

Part 6 – Project Criteria

COMPLETE PART 6.1 BELOW FOR THE APPROPRIATE PROJECT TYPE BASED ON YOUR RESPONSE TO PART 2, QUESTION 5 FROM PAGE 4 OF THIS DOCUMENT.

PLEASE SEE THE TABLE INCLUDED UNDER PART 6 OF SECTION IV IN THE *INFORMATION FOR APPLICANTS* DOCUMENT FOR APPROPRIATE SECTIONS TO COMPLETE BASED ON YOUR PROJECT TYPE.

PLEASE SEE SECTIONS VI & VII OF THE *INFORMATION FOR APPLICANTS* DOCUMENT FOR HELP IN SELECTING WHICH CRITERIA APPLY TO YOUR PROJECT.

**Part 6.1A – Nonpoint Source Pollution Abatement and Control
& Pollution Prevention Initiatives**

If your project applies to surface water please answer questions 1-4 & 9-13

If your project applies to groundwater please answer questions 5-13.

SURFACE WATER PROJECTS ONLY

Please refer to the parameters followed by the [NYS Priorities Waterbodies List \(PWL\)](#) and the [FINAL NYS 2018 Section 303\(d\) List of Impaired/TMDL Waters](#) in selecting which criteria apply to your project.

Environmental Considerations

1. Waterbody Classification (PWL) PLEASE CHOOSE ONE

- a) A, SA, GA, AA special
Specially protected high quality drinking water and shellfish waters
- b) A, A special, GA (other), GSA
Other drinking water
- c) B, SB, C(T), C(TS)
Contact recreation, trout and trout propagation
- d) C, SC, I
Other fishing
- e) D, SD, GSB
Other water uses

2. Impairment level of affected waterbody (PWL) PLEASE CHOOSE ONE

- a) Precluded
Frequent or persistent water quality conditions prevent all aspects of the waterbody use.
- b) Impaired
Occasional water quality conditions prevent the use of the waterbody.
- c) Stressed
Occasional water quality conditions periodically discourage the use of the waterbody.
- d) Threatened
Water quality currently supports waterbody uses, but existing or changing land use patterns may result in restricted use.
- e) None
Water quality currently supports all waterbody uses and no threat is in the foreseeable future.

3. Targeted problem documentation (PWL) PLEASE CHOOSE ONE

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

4. Project size PLEASE CHOOSE ONE

- a) > 15 acres
- b) 10 to 15 acres
- c) 5 to 10 acres
- 4) 0 to 5 acres

GROUNDWATER PROJECTS ONLY

Environmental Considerations

5. Groundwater Classification PLEASE CHOOSE ONE

- a) Class GA fresh groundwaters
- b) Class GSA saline groundwaters
- c) Class GSB saline groundwaters

6. Contributing Areas PLEASE CHOOSE ONE

What is the travel time to surface waters for the groundwater being protected and or remediated by this project?

- a) Less than 1 year
- b) 2-3 years
- c) Greater than 3 years

7. Hydrogeologic Classifications PLEASE CHOOSE ONE

What is the hydrogeologic zone(s) (Suffolk County "208" study) for the project area?

- a) I - III
- b) IV or V
- c) VI - VIII

8. Targeted Pollutants PLEASE CHOOSE ALL THAT APPLY

What are the primary pollutants addressed by this groundwater project?

- a) nitrogen
- b) organic solvents
- c) pesticides
- d) other toxic materials such as heavy metals

BOTH SURFACE AND GROUNDWATER PROJECTS

Other Considerations

9. Problem resolution potential **PLEASE CHOOSE ONE**

Reflects the degree to which measurable results can be reasonably achieved with the funds requested.

- a) High
- b) Medium
- c) Low

10. Community and User Group Support **PLEASE CHOOSE ONE**

- a) Significant support
One or more groups (other than that nominating the project) have voiced support or endorsed the proposed project; must attach support letters.
- b) No opposition
No support or opposition evident regarding the proposed restoration, or comparable opposition and support
- c) Significant opposition
Strong opposition by one or more groups or individuals which could likely delay or prevent the proposed project from being initiated or completed.

11. Ownership **PLEASE CHOOSE ONE**

- a) Public
- b) Private/acquired
- c) Private/easement
- d) Private/no protection

12. Current Stage of Planning **PLEASE CHOOSE ONE**

- a) Planning completed
- b) Planning underway
No surveys or written plans have been completed

13. Post Project Maintenance **PLEASE CHOOSE ONE**

- a) Some maintenance required (less than once per 2 years)
- b) Regular maintenance required (greater than once per 2 years)
- c) Frequent maintenance required (greater than once per year)

Part 6.1B – Habitat Restoration Projects

Ecological Considerations

1. Proposed Project Size PLEASE CHOOSE ONE
-
- a) > 50 acres
 - b) 10 to 50 acres
 - c) 3 to 10 acres
 - d) 0 to 3 acres
2. Habitat Contiguity/Adjacent Land Use PLEASE CHOOSE ONE
-
- a) Complete contiguity with protected area
 - b) Partial contiguity with protected area
 - c) Complete contiguity with undeveloped area
 - d) Partial contiguity with undeveloped area
 - e) No contiguous habitat
3. Level of Degradation PLEASE CHOOSE ONE
-
- a) Severe
There is currently very little or no ecological function at the proposed restoration site (e.g., 3 feet or more of dredge spoil on a former salt marsh)
 - b) Medium
There is currently limited ecological function at the proposed restoration site (e.g., formerly connected salt marsh)
 - c) Low
Ecological functions currently exist at the proposed restoration site, but the habitat could benefit from enhancement
4. Target Restoration Functions PLEASE CHOOSE ALL THAT APPLY
-
- a) Species diversity
Proposed restoration will increase species diversity
 - b) Food chain support
Proposed restoration will contribute or enable transfer of energy into a food chain
 - c) Fish/wildlife corridor
Proposed restoration will facilitate the movement of fish/wildlife through the site
 - d) Surface and groundwater protection
Proposed restoration will aid in surface water quality improvement or groundwater recharge or contaminant abatement
 - e) Nutrient retention
Proposed restoration will contribute to a reduction in or assimilation of nutrients
 - f) Coastal Resilience
Proposed restoration will enhance [coastal resiliency](#)

Other Considerations

5. Problem resolution potential **PLEASE CHOOSE ONE**

Reflects the degree to which measurable results can be reasonably achieved with the funds requested.

- a) High
- b) Medium
- c) Low

6. Community and User Group Support **PLEASE CHOOSE ONE**

- a) Significant support
One or more groups (other than that nominating the site) have voiced support or endorsed the proposed project
- b) No opposition
No support or opposition evident regarding the proposed restoration
- c) Significant opposition
Strong opposition by one or more groups or individuals which could likely delay or prevent the proposed project from being initiated or completed

7. Ownership **PLEASE CHOOSE ONE**

- a) Public
- b) Private/acquired (e.g., The Nature Conservancy, Peconic Land Trust)
- c) Private/easement
- d) Private/no protection

8. Current Stage of Planning **PLEASE CHOOSE ONE**

- a) Planning completed
- b) Planning underway
No surveys or written plans have been completed

9. Post Project Maintenance **PLEASE CHOOSE ONE**

- a) No maintenance required
- b) Minor maintenance required
- c) Major maintenance required

Part 6.1C – Land Stewardship Initiatives

Ecological Considerations

- 1. Proposed Project Size** **PLEASE CHOOSE ONE**
-
- a) > 50 acres
 - b) 10 to 50 acres
 - c) 3 to 10 acres
 - d) 0 to 3 acres

- 2. Level of Degradation** **PLEASE CHOOSE ONE**
-
- a) Severe
There is little or no ecological function at the site for the habitat to be restored
 - b) Medium
There is limited ecological function at the site for the habitat to be restored
 - c) Low
The ecological functions of the site are present, but the habitat could be enhanced

- 3. Habitat Contiguity/Adjacent Land Use** **PLEASE CHOOSE ONE**
-
- a) Complete contiguity with protected area
 - b) Partial contiguity with protected area
 - c) Complete contiguity with undeveloped area
 - d) Partial contiguity with undeveloped area
 - e) No contiguous open space

- 4. Protection of resources and ecosystem services** **PLEASE CHOOSE ALL THAT APPLY**
-
- a) Scenic Resources
Project will help to maintain existing natural scenic resources
 - b) Wildlife habitat Resources
Project will enhance wildlife habitats
 - c) Groundwater protection
Project will aid in groundwater recharge or contaminant abatement
 - d) Food chain support
Project will contribute or enable transfer of energy into a food chain
 - e) Coastal Resilience
Project will enhance coastal resiliency

Other Considerations

- 5. Problem resolution potential** **PLEASE CHOOSE ONE**
-
- Reflects the degree to which measurable results can be reasonably achieved with the funds requested.*
- a) High
 - b) Medium
 - c) Low

6. Community and User Group Support PLEASE CHOOSE ONE
- a) Significant support
One or more groups (other than that nominating the site) have voiced support or endorsed the proposed project
 - b) No opposition
No support or opposition evident regarding the proposed restoration
 - c) Significant opposition
Strong opposition by one or more groups or individuals which could likely delay or prevent the proposed project from being initiated or completed.
7. Ownership PLEASE CHOOSE ONE
- a) Public
 - b) Private/acquired (e.g., The Nature Conservancy, Peconic Land Trust)
 - c) Private/easement
 - d) Private/no protection
8. Current Stage of Planning PLEASE CHOOSE ONE
- a) Planning completed
 - b) Planning underway
No surveys or written plans have been completed.
9. Post Project Maintenance PLEASE CHOOSE ONE
- a) No maintenance required
 - b) Minor maintenance required
 - c) Major maintenance required

Part 6.1D – Projects to Implement No-Discharge Zones (NDZs)

For the purposes of this program, a “Pump-Out System” is defined as a pump-out boat or a stationary land-based system.

Submit documentation so that all minimum guidelines are met.

Minimum Guidelines:

1. The specific area(s) of use must be indicated: bays, harbors, and permanent pump-out boat dock locations, etc. (GIS map, nautical chart, or Hagstrom map acceptable)
2. The need for the requested pump-out system must be clearly conveyed. Water quality benefits must be discussed (e.g., need for pollution reduction, water quality preservation). A site-specific analysis must be done, including number of pump outs available, boats served by existing pump outs; boats to be served by proposed pump outs, etc.
3. An estimate of the operation and maintenance costs, and the ability and commitment to support those costs
 - a) Prior commitments to similar programs should be included
 - b) Plans and commitment for education, outreach, signage, pamphlets, etc.
 - c) The mechanism(s) for final disposal of the wastes collected should be discussed
4. A commitment to provide an annual report, for a minimum of five years. Annual reports should discuss:
 - a) number of boats serviced
 - b) gallons pumped
 - c) operational difficulties
 - d) methods of final disposal
 - e) strategies for future
5. Provide technical specifications of the pump out system(s) requested, to the extent that they are available, along with a summary of why a specific vessel, or manufacturer, was selected.

Part 6.1E – Education and Outreach Projects

Guidelines: Please provide concise answers to each of the five (5) questions listed.

1. Project shows clear relationship to an environmental management issue.

Does the project seek to address a known environmental management issue? How does the project intend to approach the issue?

2. Project has clear objectives with tangible environmental benefits.

What are the improved water quality, habitat, and/or land stewardship objectives? How is the project expected to reach these objectives?

3. Project enhances public involvement in water quality protection, habitat restoration efforts, and/or land stewardship initiatives.

Who is the project designed to reach (i.e. percent of population, target audience, etc.)? How will the project promote public involvement in the issue that the project is to address?

4. Project contains a mechanism for oversight that assures that the information presented is technically correct, objective, and balanced.

How will the educational materials be developed (i.e. technical sources, experts on the issue, etc.)? How will the information contained in the materials be reviewed and evaluated for accuracy and completeness?

5. Project is planned appropriately and is sustainable.

What is the timeframe/schedule for the project? Will the project be recurring or ongoing? If the project is a one-time event, how will the project be transferrable for other agencies/organizations to implement a similar project?

Part 6.2 - Programmatic Significance

The development of project proposals should capitalize on existing information and the recommendations found in the **Long Island Sound Study (LISS) [2015 Comprehensive Conservation and Management Plan \(CCMP\)](#), **Peconic Estuary Program (PEP) [2020 Comprehensive Conservation Management Plan \(CCMP\)](#), **South Shore Estuary Reserve (SSER) [2022 Comprehensive Management Plan \(CMP\)](#) or a specific local watershed management plan.******

If your project falls under a separate local watershed management plan, please identify the management plan and provide a link or other means to access the document.

1. Estuary/Watershed Management Plan Relevance

- a) Does the project implement a specific estuary or watershed management plan recommendation? Yes No

- b) If you chose “yes”, please identify the recommendation(s) as quoted in the appropriate management plan (provide page number) in the space below.

(Responses will be limited to 1,000 characters.)

2. Severity of the water quality problem or issue addressed by the project

- a) Is the project located within the watershed of a [New York State Section 303\(d\) Impaired/TMDL Waterbody](#)? Yes No

- b) Does the project aim to reduce the cause/pollutant listed on the NYS Section 303(d) List? Yes No

3. Project Need and Justification

Explain the type and magnitude of the unmet need for the proposed project and why this proposal is the best solution to meet the project need.

The project need is the gap between the nature and extent of a problem vs. the resources already available to address the problem. What resources, if any, are already available in Suffolk County to address this problem or issue? How do you define and measure the gap between the problem and current available resources? Have you reached out to all available resources to verify that the problem isn't already being addressed?

(Responses will be limited to 2,000 characters.)

4. Capacity

Describe the applicant's capacity to implement the project. How is the applicant the best qualified to successfully achieve the goals of the project? Include applicant experience and training relevant to the project.

(Responses will be limited to 1,000 characters.)

5. Quality Assessment and Sustainability

How will the outcome and quality of the project be measured? How will the project be monitored after implementation for effectiveness? Explain the tangible and sustainable environmental benefits of the project.

(Responses will be limited to 1,000 characters.)

Part 7 - Community Support

Identify community groups that are in favor or against the project. Include letters of support if available.

Group Name	For or Against?

Part 8 - Project Readiness

[6 NYCRR Part 617, State Environmental Quality Review Act \(SEQR\)](#)

1. Has the [SEQR process](#) been initiated? Yes No Not applicable
2. What is the [SEQR classification](#) for this project? Type I Type II Unlisted
3. Specify lead agency: _____
Suffolk County requests that the local municipality designate themselves as lead agency for Type I and II projects.
4. Has the lead agency made a determination of significance? Yes No Not applicable

If yes, specify determination:

Specify date of determination: _____

5. Will the project require permits? Yes No

If yes, specify permit type and permitting agency:

Agency	Type	Approved? (y/n)

6. Will the project result in land disturbance of one acre or greater? Yes No

7. Planning / Design Stage

a) Have construction plans, specifications, and estimates been prepared? Yes No N/A
 if yes, what stage (by %) are documents in: (PLEASE CHOOSE ONE)

- 0-30% conceptual
- 30-60% preliminary
- 60-90% preliminary/final
- 100% final/ready to go to bid

b) Has a detailed topographic survey been prepared? Yes No N/A

c) Have all viable alternatives been considered?

Please discuss briefly how current alternative(s) were selected.

Part 9– Project Personnel

Identify the name, title, and qualifications of the individuals who will participate in project implementation. Attach curriculum vitae of participating staff. 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 separately under Part 3.5 of this application.

Part 10 – Enforcement Status

Is the municipality under enforcement to construct the project? Yes No
If yes, include a copy of the enforcement instrument.

Part 11 – Certification

I hereby certify under penalty of perjury that information provided on this form and attached statements and exhibits is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

I have read and do hereby recognize the policies of the WQPRP.

Official Designee (print name)

Title

Signature

X

Date