

Walla Walla Watershed Planning Area
Project Implementation
-WRIA 32-
Watershed Planning Phase IV
Project Funds
Application Materials

October, 2006

WALLA WALLA COUNTY WATERSHED PLANNING

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WRIA 32 Implementation Funding

The Watershed Planning Act under RCW 90.82.040(2)(e) and RCW 90.08.043 defines a watershed implementation grant to be administered by the local WRIA planning unit. The WRIA 32 Planning Unit, as administered by Walla Walla County is issuing a request for proposals for these funds. The Planning Unit in accordance with state code seeks to efficiently, effectively, and equitably provide grant money for small projects and seed money for large projects within the WRIA 32 Planning Area. The Planning Unit will grant phase IV funds over five years, contingent on funding. This grant seeks to fund proposals identified by the Walla Walla Watershed Plan. Proposals which, are highly prioritized in the Watershed Plan and DIP, have multiple benefits, positively affect spawning areas, have landowner partnerships, will provide continual benefits, are science-based, can be completed in one year, and have M&M strategies will be favored.

SUBMISSION OF APPLICATION

Applications may be submitted to Walla Walla County, Watershed Planning Department beginning October 31, 2006. The submission deadline for applications is **December 15, 2006 by 5:00 p.m.** Applications received after this deadline for any reason will not be considered. A downloadable electronic application form can be obtained by visiting the Walla Walla County Watershed Planning Department website at <http://www.wallawallawatershed.org/Grantopp>. For questions regarding the Project Implementation Funds, please contact the Walla Walla County Watershed Planning Department at (509)524-2645.

GENERAL INSTRUCTIONS

Funding is available from the Phase IV Watershed Implementation Grant from the Washington Department of Ecology and administered by Walla Walla County. Proposals requesting more than \$85,000 dollars will not be considered, If any of the information requested on the application form cannot be supplied, please include an explanation or indicate 'Not Applicable' on your application. Additional information regarding funding criteria is included in Attachment A. Audit requirements will apply to successful project applicants. You are required to have landowner agreements in place in order for consideration. Successful applicants will be subject to providing more information and/or more detailed information prior to a contract agreement.

Required documents: Be sure to complete and include the following forms:

- Application: Provide 1 hard copies and 1 electronic copy of the completed application.
- Maps: Provide 1 hard copies and 1 electronic copy of a general map highlighting the location. Please provide maps on 8 ½" x 11" paper and include a legend.

Optional documents: Complete and include as necessary, maximum document size is 8.5"x11".

- Photographs: Provide 1 hard copies and 1 electronic copy of all photographs you're including to aid in understanding the situation. Label each photograph and note what the picture illustrates. *Please note: if your project is funded, pre-project and post-project photos will be required in the final report.*
- Project designs: Submit 1 hard copies and 1 electronic copy. Details should match the complexity of the proposed project. The design should include reference to appropriate standards and guidelines.

ENVIRONMENTAL COMPLIANCE

Environmental compliance will be the responsibility of the Project Applicant. Coordination with Department of Ecology and Walla Walla County is recommended. It is anticipated that categorical exclusions, programmatic biological opinions, and other blanket environmental compliance measures may be utilized if possible. However the Project Applicant is responsible for including all environmental compliance costs in their budget and is solely liable for meeting federal, state and local regulations. Environmental compliance expectations will be described in detail in the contract agreements for selected projects.

PROJECT MANAGEMENT

Successful applicants will be required to track their selected project(s) using the EKOSystem Project Manager on a pilot basis. Information regarding EKOSystem can be found online at <http://www.eko-system.us>.

WRIA 32 PHASE IV YEAR 2 PROJECT IMPLEMENTATION FUNDING GRANT APPLICATION

APPLICANT / ORGANIZATION

Applicant Signature		Official Contact	Cathy Schaeffer		
Organization	Walla Walla County Watershed Planning				
Physical Address	310 W. Poplar St. Walla Walla, WA 99362				
Mailing Address	Same				
Phone	509-524-2645	Fax	509-524-2630	E-mail	cschaeffer@co.walla-walla.wa.us
Project Name	Walla Walla (WRIA 32) Watershed Planning Unit Coordination				
Project Location	Basin-Wide			County	Walla Walla, Columbia
Sub-Watershed/Stream Names	Basin-Wide				

SUMMARY of PROJECT

DESCRIPTION

This proposal will provide a portion of the funding needed by Walla Walla County Watershed Planning Staff to facilitate the Walla Walla Watershed WRIA 32 Planning Unit, its sub-committees, and complementary functions. Coordination on behalf of the Planning Unit of the Columbia River Water Management Program (CRWMP) will be a priority with this funding. Actions will include but are not limited to conducting communication and outreach for involvement in the planning and implementation processes; sustaining effective working relationships with agencies (local, states, regional, federal and tribal) and stakeholders (local and outside interest groups) involved in planning; and maintenance of consistent and constructive collaboration both in-basin and out-of-basin.

BENEFITS (what issues will this funding address)

Communication between the Planning Unit and other basin entities, resulting in the continued facilitation and function of Planning Unit meetings and Planning Unit involvement in the Columbia River Water Management Program. Continued updates to the Planning Unit and public via wallawallawatershed.org website and e-mail updates. Coordination of implementation consistent with the Watershed Plan and other regional and local planning efforts

STATUS (is the proposal currently underway, have any agreements, approvals or preliminary measures been completed?)

The proposal is a continuation of on-going Watershed Planning Unit coordination efforts and specifically, the coordination of WRIA 32 Watershed Planning with the Columbia River Water Management Program (CRWMP) as identified in RCW 90.90 Building upon existing relationships and participation in the CRWMP, this funding will ensure that existing coordination and information sharing continues during the February 2007 - December 2007 period.

CONTEXT (Explain the relevancy of this project to the Watershed Plan and if applicable the Walla Walla Subbasin plan , Snake River Salmon Recovery plan, etc.)

Coordination of various efforts within the basin is a priority objective in all plans, and the Detailed Implementation Plan page 3-17, table 3-4 places Watershed Planning Staff and Management as a top priority. Therefore, this funding will provide a portion of the Planning Unit coordination funding during the calendar year 2007. This proposal will also fund a portion of staff time to inform, integrate and

apply the Watershed Plan, Subbasin Plan, and Snake River Salmon Recovery Plan to other ongoing efforts, specifically the Columbia River Water Management Program (CRWMP). Water storage and conservation are some of the highest priorities in the Watershed Plan; and coordination with the CRWMP as codified under RCW 90.90 provides for Ecology to continue working with interested parties and Watershed Planning Units through the development of a Policy Advisory Group and through coordination with local County legislative authorities to fund storage and conservation. Beginning in 2006, House Bill 2860 established the need for a Columbia River Basin water management program and directed Ecology to aggressively pursue development of water supplies to benefit both instream and out-of-stream uses through storage, conservation and voluntary regional water management agreements. The bill also created a Columbia River Basin development account for funding this effort. The Columbia River Water Resource Management Program (CRWMP) allows access to the river's water resources while providing adequate protection for endangered salmon and other species. Ecology sought development of an ongoing relationship with local Planning Units and Counties within the Columbia Basin out of respect for their role in watershed plan approval and implementation, salmon recovery plan approval and implementation, and local land and water use administration. Monthly/Quarterly meetings with the designated Policy Advisory Group, County Commissioners and Watershed Planners Forum, Technical Advisory Group and Ecology staff are occurring to advance program implementation. Ecology is seeking to harmonize the efforts of Watershed Planning and the CRWMP by engaging the initiating governments for watershed planning through allocation of four member-representatives from Eastern Washington Counties on the Policy Advisory Group. In addition, Ecology is using adopted watershed plans as a key source of information to develop storage supply and demand forecasts.

Additional partners: agencies, landowners, volunteers? WRIA 32 Planning Unit, Snake River Salmon Recovery Board, WA State Department of Ecology, Confederated Tribes of the Umatilla Indian Reservation

Please list affected landowner(s): Federal, Local, Private, State, or Tribal: N/A

For each landowner explain the agreement that is in place (agreements must be in place for project consideration)? N/A

When known and as necessary, identify the staff, consultants, and subcontractors that will be designing and implementing the project, including their names, qualifications, roles and responsibilities. If not yet known, describe the selection process. Walla Walla County Watershed Planning Department Staff

PARTNERSHIPS: COST SHARE and LANDOWNERSHIP

Matching Funds or In-Kind Contributions					
Individual/ Organization	Description	Cash cost share or In- Kind	Secured or pending	If pending, until when?	\$ Amount/Value
WRIA 32 Planning Unit	Volunteer Time	In-Kind	Secured		2273
Estimated Project Cost share (must be 10% of total project cost):					

SCOPE OF WORK

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PROJECT TITLE: Walla Walla (WRIA 32) Watershed Planning Unit Coordination

PROJECT GOAL: Provide a portion of the funding necessary to continue facilitation of the Planning Unit and engage in coordination on behalf of the Planning Unit with the Columbia River Water Management Program (CRWMP).

PROJECT PURPOSE/NEED: To fund Watershed Planning Staff time, and related expenses in order to ensure that the Watershed Plan is integrated into the Columbia River Water Management Program and that funding is available to coordinate meetings of the Planning Unit, and attend other meetings on behalf of the Planning Unit.

TASKS

(FY 07 ends June 31, 2007 FY 08 begins July 1, 2007 Please estimate funding that will be spent in each fiscal year
The period of this RFP is through December 31, 2007.)

Task 1. Planning Unit Coordination. Watershed Planning coordination of implementation consistent with the Watershed Plan and with the Columbia River Water Management Program. These tasks will occur within the Walla Walla Watershed WRIA 32 Planning Unit and its subcommittees with regularly scheduled meetings. In addition, additional meetings and project management work will include working with the Columbia River Water Management Program Policy Advisory Group, Technical Advisory Group and Forum for County Commissioners and Watershed Planners. Communication and additional tasks will include working with stakeholders, outreach assistance, reporting, and contract administration.

ACTIONS:

- Facilitation of Planning Unit, Planning Unit Subcommittee Meetings
- Participation in Columbia River Water Management Program (CRWMP) Meetings
Coordination of implementation consistent with the Watershed Plan and CRWMP
- Communication with Planning Unit, local governments and other interested parties

DELIVERABLES:

- FY 06 List of Meetings attended, and list of meetings facilitated from February 2007-June 2007
- FY 07 List of Meetings attended, and list of meetings facilitated July 2007-December 2007

COMPENSATION:

- FY 06 Estimated: \$11,500
- FY 07 Estimated: \$13,500

ATTACHMENT A

Additional information regarding application policies and criteria

Purpose:

Grant funding is provided for projects which seek to implement the Walla Walla Watershed Plan, for a list of plan actions review Section 11 of the WRIA 32 Walla Walla Watershed Management Plan and Section 3 of the WRIA 32 Detailed Implementation Plan available online at <http://www.wallawallawatershed.org/wplan.html>.

Framework:

To meet the Purpose, the Framework in this section will be applied to proposals for funding by using standardized criteria for identifying projects consistent with the Walla Walla Watershed Plan using two levels of preliminary criteria.

First Level screening criteria: Will identify criteria essential to the fulfillment of Department of Ecology intent, and Watershed Plan fulfillment, i.e. identified in Watershed plan or DIP, located within the WRIA 32 planning area, at least 10% match, cost proposal of less than \$85,000, completion of scope of work by December 31, 2007, administrative abilities and County consistency requirements.

Second Level screening criteria: accomplishment of Watershed Plan objectives as determined by: prioritization in the detailed implementation plan, location within MSA, mSA, or imminent threat, multiple significant benefits, protection and maintenance conditions, landowner/volunteer partnerships, proposal validity, and the professional opinion of proposal merit (IWG Members).

Additional screening criteria to be considered at Planning Unit level: community support, tribal needs, and consideration of the number and budget as a percentage of total funding available of recommended projects.

Project Selection:

The Walla Walla County Watershed Planning Staff will conduct First Level screening, based on First Level criteria. The Walla Walla Basin Implementation Working Group (IWG) will conduct Second Level screening of the projects based on Second Level criteria. First level screening of proposals will be to eliminate projects that are not consistent with criteria (accept/reject). Second level screening of proposals will be to score projects against each other. Once the Second Level screening is complete, a ranked list of final projects with Score Matrix results will be brought forth to the WRIA 32 Watershed Planning Unit for review and consideration. It is intended that additional screening criteria may be considered at the Planning Unit level. Once the Planning Unit selects the proposals for consideration, the recommendation for contracting will be submitted to the Walla Walla County staff to negotiate a contract agreement with the recommended applicant(s) to the extent that grant funds are available.

Project Implementation and Reporting:

Objective: Implement projects with documentation in compliance with Federal, State and Local regulations (including landowner agreements, SEPA/NEPA, NHPA, Clean Water Act, and others as required). Projects will be tracked using the EKOSystem Project Manager on a pilot basis. Documentation of expenditures, progress and quarterly reporting to Walla Walla County and Washington State Department of Ecology.

Timeline:

Oct-Dec 2006:	Advertise for project sponsors to submit proposals
Jan 2007:	Technical and Planning Unit review, ranking and selection of projects
Jan-Feb 2007:	Draft and finalize contracts with Proposal Applicants
Feb-Dec 2007:	Proposal implementation, environmental compliance and reporting
Dec 31, 2007:	Proposals completed