APPLICATION'S FUNDING MANUAL
PLANNING PROGRAM

2022 Program Overview, Rating System, & Application Questions/Guidance

Steve Bevington, Program Manager

Rev. 12/8/21

Application forms can be accessed via https://nclwf.nc.gov/apply. Applications must be submitted by midnight on February 1, 2022.
Grant Funding Overview

Eligible Applicants – To receive funds from NCLWF, the applicant must be a State Agency; a local government unit; or a nonprofit corporation whose primary purpose is the conservation, and/or restoration of our State’s cultural, environmental, and natural resources.

Fund Purposes as described in SL 143B-135.234 (c) – “Moneys from the Fund under this part shall be used to help finance projects that enhance or restore degraded surface water, including drinking water supplies, and contribute toward a network of riparian buffers and greenways for environmental, educational, and recreational benefits; provide buffers around military bases to protect the military mission; acquire land that represents the ecological diversity of North Carolina; and acquire land that contributes to the development of a balanced State program of historic properties.”

NCLWF funds planning projects to target reductions in surface water pollution. The intent is to conserve areas of high resource value or to restore degraded lands to re-establish their ability to protect water quality. Recently, most planning applications have taken the form of watershed or river corridor plans to identify and prioritize restoration opportunities. However, other approaches to planning may include watershed plans to identify and prioritize land parcels for conservation, and monitoring plans to identify and locate threats to the State’s cultural, environmental, and natural resources. Design work for specific projects is best applied for with NCLWF’s Restoration Application. To ensure that your project is eligible for NCLWF funding, consult with your field representative.

Grant Cycle Timeline

Dec. 7, 2021
Forms available

February 1, 2022
Applications due

Spring – Summer 2022
Application review

Fall 2022
Funding decisions

Applicants will schedule an early-season Virtual Project Review Meeting using a link provided in the confirmation of your application submission. This call will be followed up with a ‘standard’ field visit that, COVID/health considerations depending, may be Field Rep only.
General FAQs

Who makes funding decisions?
The nine-member NCLWF Board of Trustees.

How are the NCLWF Board of Trustees members appointed?
Members are appointed by the Executive and Legislative Branches of the State of North Carolina.

How are projects selected for funding?
Each application is scored and ranked per a rating system developed and adopted by the NCLWF Board of Trustees. The rating system considers value of the resource being protected, the public benefits, the value to the State, and the project’s readiness. The Trustees may also consider factors outside the scoring system, such as economic impact, in selecting projects for funding.

Are matching funds required?
No, but match is considered in the rating system and projects with little or no match are rarely funded.

How are funds awarded?
Funds are awarded through the state contracting process.

How are applications reviewed?
A regional field representative will contact you after the application deadline and schedule an on-site visit to the property with you. At that time, you may be asked additional questions to clarify the application; you will also have the opportunity to ask any questions. Field representatives work with the NCLWF Program staff to apply the rating system and score each application.

How will I be notified if my application is approved and funded or not approved?
Following the Board of Trustees’ funding meeting, field representatives contact each applicant and let you know if your application was funded. You will also receive a letter from NCLWF verifying the funding decision.

Who should I contact?
Field representatives are the first point of contact for general questions and for developing projects. Getting the field representative involved early will yield better results for your application and later contract process.

Damon Hearne, Western Field Rep
Generally west of Winston-Salem
828-250-3114 | 828-476-6758 c
damon.hearne@ncdcr.gov

Justin Mercer, Eastern Field Rep
Generally east of Winston-Salem
919-707-8105 o | 919-208-9955 c
justin.mercer@ncdcr.gov
Program FAQs

Should planning grants include design for future projects?

Conceptual design work may be one of the deliverables of a planning grant. However, if the primary intent of the project is to develop engineering designs for specific sites, such proposals should be developed as restoration applications. Read the [Restoration Funding Manual](#) for information on that program.

How can I make my planning grant the most effective?

One way to make sure your planning grant can be used to direct and complete on-the-ground projects is to design a scope of work that will deliver “turn-key” products that could be implemented without further planning work and could support grant applications for construction or land acquisition work. Review materials needed to complete an application for implementation work to NCLWF, or other agencies, and develop a scope of work that will deliver project specifics such as estimated costs, cooperating partners, key steps and/or obstacles to project success, and a qualified description of the benefit of the project to North Carolina. This level of detail may or may not be feasible for all locations within the planning area, but such work should be considered for top-priority project sites.

Does NCLWF do planning awards for land acquisition projects?

Yes, planning to locate and prioritize land parcels within a watershed for acquisition for conservation (and/or preservation of cultural resources) is an appropriate use of NCLWF grant fund.

What is the typical planning award size?

NCLWF Planning awards have been capped at $75,000 in recent years. There are often caps placed on awards for plan implementation also. Therefore, when scoping a planning project, keep in mind that planning funds should be a relatively small amount of the anticipated implementation funds.
How can the funds be used?

- The funding or match credit for any item not listed on this chart will be determined solely by NCLWF.
- All expenses reimbursed by NCLWF must occur after the award date and be substantiated by invoices.
- All expenses credited for match incurred prior to award date must be requested at time of application. Note that match incurred before award date is generally not approved for planning grants.
- Match funding must be for items otherwise eligible for NCLWF.
- See the Budget section Guidelines for details and restrictions on use of NCLWF funds and match funds.

<table>
<thead>
<tr>
<th>Item</th>
<th>NCLWF Funds - expenses incurred after award date only</th>
<th>Match Funds - expenses incurred after award date</th>
<th>Match Funds - expenses incurred prior to award date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stakeholder identification, contact and meetings</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Monitoring, field work, GIS work, analysis</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Lab work, sample processing</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Outreach, public meetings</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Conceptual designs, renderings, cost estimates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Planning report development and production</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Training of partners and volunteers</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Travel to project area</td>
<td>Yes*</td>
<td>Yes*</td>
<td>No</td>
</tr>
<tr>
<td>Project administration</td>
<td>Yes*</td>
<td>Yes*</td>
<td>No</td>
</tr>
<tr>
<td>Overhead (office rent, telephone, etc.)</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Computer software and equipment</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

* limitations apply to the use of funds for this purpose

**Budget**

**Expenses prior to award date**

NCLWF will not reimburse funds for expenses incurred prior to grant award date.

If specifically requested by applicant at time of application, NCLWF trustees may approve, on a case-by-case basis, credit for matching funds reflecting work/contributions for costs incurred prior to the grant award date. In your application, clearly identify any task for which costs will be incurred prior to the NCLWF grant award date.

**Matching Resources**

Match must be for activities necessary for the completion of the project and must be backed up with receipts or other verifiable documentation of expenses. Matching resources must be for items eligible for NCLWF funds. For example, overhead may not be counted as matching resources.

NCLWF grant awards may not be used as matching funds for other NCLWF awards. Funds used as match on prior NCLWF grant awards may not be used as match on other NCLWF grant awards.
NCLWF will expect that matching funds be expended at the approximately the same rate as NCLWF funds and in proportion to the original funding commitment by NCLWF. NCLWF will also expect that, upon completion of the grant project, that the original funding ratio of NCLWF funds to matching funds be maintained. For instance, if a grant award is approved with NCLWF providing 50% of the total budgeted project cost, NCLWF will expect at project closeout to have only contributed up to the 50% of the total project cost.

NCLWF recommends, when possible, a proportional split of NCLWF funds and matching funds on each project budget line item. That is, if you are requesting 50% of a project’s cost from NCLWF, strive to split each line item in the budget 50/50. NCLWF recognizes this is not always practical.

**Construction contingency** funds are to be matched at no less than 50%, i.e. grantee must provide at least 50% of any incurred contingency cost. Note that prior approval from NCLWF is required before expenditure of any contingency cost.

**Maps**

At least two maps are required for all planning applications.

1. **Location Map.** Show the location/boundary of the planning effort in context of major streams, major roads, nearby protected property, nearby municipalities, etc. This map should orient the viewer to the location of the property on a county or regional scale.

   - **Background:** no specific requirement, but should be a neutral color
   - **Major Streams:** Blue
   - **Municipalities:** Orange
   - **Project:** Red
   - **Other Conservation:** Green
   - **Major Roads:** Black

   **Labels:** Major streams, major roads, municipalities, and county boundaries should be clearly labeled. Labels of secondary streams and roads are not necessary on this map. Any significant landmarks or other conservation lands should be labeled as well.

   **Layout:** Landscape orientation is preferred, if possible.
2. **Project Detail Map.** The second map should show more details of the project area including a clearly marked watershed/planning boundary, if applicable, all streams or water bodies impacted by the project, and other relevant features. Label features that are not identified in the legend.

3. **Additional maps** may be included, if necessary, to clearly show proposed work and planning area.
Application Rating System

Application Rating System - Planning

General Statute 143B-135(b) states that the fund may develop guidelines in addition to the minimum criteria for awarding grants. To assist with the allocation of grant funds, the following rating system was approved by the full NCLWF Board of Trustees at its meeting on February 10, 2014, and revised December 5, 2019.

Rating System Overview

The major components of the rating system and percentages are listed below.

Clear Need for the Planning Project with a Clear Outline and Vision of the Plan (30%)

A. Application Clearly Defines the Need for the Project, the Purpose and Goals for the Planning Project, and the Purpose and Goals for Any Work that Would Be Implemented Following the Planning Project (12%)
B. Planning Project Addresses How Surface Water Pollution Would Be Reduced (12%)
C. Planning Project Work Tasks that Will Be Included in the Project Scope to Achieve the Purpose and Goals Are Clearly Outlined and Described (6%)

Resource Significance, Coordination with Other Projects and Plans (25%)

A. Primary Resource Benefits (20%)
B. Consistency with a Basin-wide Plan or a Comprehensive, Long-term Land-use Plan by a State Agency, Local Government, or Nonprofit Corporation (5%)

Other Public Benefits (10%)

A. Recreational Uses and Public Access of the Project Area (3%)
B. Public or Scientific Education that Would Be Provided by the Project (2%)
C. Location Relative to Public Drinking Water Supply (5%)

The Degree of Indication that the Applicant Would Implement, in a Timely Manner, the Project that Would Follow the Planning Project (15%)

A. Project Timeline, Including Readiness to Begin Work and Time for Completion (10%)
B. Status of the Match Funds Required to Implement the Project that Would Follow the Planning Project (5%)

Value (20%)

A. Matching Resources
Rating System Details

Clear Need for the Planning Project with a Clear Outline and Vision of the Plan (30 points)

This section evaluates the extent to which the plan would improve or protect water quality, the need for the project, and how it would be implemented.

A. Application Clearly Defines the Need for the Project, the Purpose and Goals for the Planning Project, and the Purpose and Goals for Any Work that Would Be Implemented Following the Planning Project (maximum 12 points).

0-4 points
- Describes the need for the project. If relevant include a statement on watershed stability and the potential for land-use change

0-4 points
- Specifies the purpose and goals for the planning project

0-4 points
- Clearly describes purpose and goals for any work that would be implemented following the planning project

B. Planning Project Addresses How Surface Water Pollution Would Be Reduced (maximum 12 points).

The discussion should include but does not have to be limited to the following:

0-8 points
- Water-quality benefits and reduction of surface water pollution

0-2 points
- Preserving natural hydrologic connections and relationships

0-2 points
- Water-quantity/water-supply benefits

C. Planning Project Work Tasks that Will Be Included in the Project Scope to Achieve the Purpose and Goals Are Clearly Outlined and Described (maximum 6 points).

0-6 points
- Tasks included in the project scope are clearly outlined and described

Resource Significance, Coordination with Other Projects and Plans (25 points)

A. Primary Resource Benefits (maximum 20 points).

Points in this subsection will be awarded based on the highest level for which the project qualifies.

20 Points
- Outstanding Resource Waters (ORW) classification or eligible for ORW classification
- Impaired waters identified by the Division of Water Resources and on the 303(d) list
- Classified shellfishing SA approved for harvest by the Division of Environmental Health

17 Points
- High Quality Waters classification – does not include HQW “by definition” such as WSI, II or SA waters
- Wild trout as designated by the Wildlife Resources Commission
- Excellent bioclassification as determined by the Division of Water Resources
- Water Supply I classification
- Water Supply II classification
- Water Supply Critical Area classification

14 Points
- Classified shellfishing SA conditionally approved for harvest by the Division of Environmental Health
- Streams supporting species listed as Federally Threatened or Endangered
- Water Supply III classification
- Water Supply IV classification
- Primary Nursery Areas identified by the Division of Marine Fisheries
- Inland Primary Nursery Areas identified by the Wildlife Resources Commission

11 Points
- Division of Coastal Management exceptional wetland
- Division of Water Resources unique wetland
- Nutrient Sensitive Waters classification
- Water Supply V classification
- Surface Drinking Water Susceptibility Rating of “Higher”

8 Points
- B stream classification
- Drinking Water Susceptibility Rating of “Moderate”
- National Scenic Waters
- National Heritage River
- National Seashore, National or State Park, National Wildlife Refuge, Coastal Preserve

5 Points
- Good bioclassification as determined by the Division of Water Resources
- Trout classification

2 Points
- Other SA (not approved or conditionally approved for harvest)
  Surface Drinking Water Susceptibility Rating of “Lower”

B. Consistency with the Objectives of a Basin-wide Plan Adopted at the Regional Level or a Comprehensive, Long-term Land-use Plan by a State Agency, Local Government, or Nonprofit Corporation (maximum 5 points).
The primary purpose of the agency, government, or corporation must be the conservation, preservation, or restoration of the State’s cultural, environmental, or natural resources.
5 points
- Project area and purpose is explicitly mentioned as needed

3 points
- Project type and purpose is explicitly mentioned as needed

1 point
- Project type generally supports the goals of a surface water plan as defined above

0 points
- No connection to surface water plans as defined

Other Public Benefits (10 points)

A. Recreational Uses and Public Access of the Project Area (maximum 3 points).

3 points
- Improves recreational use related to water (e.g., fishing, boating) and the recreational use(s) has public access and/or will establish a greenway or improve an existing greenway

0 points
- No recreational or greenway component

B. Public or Scientific Education that Would Be Provided by the Project (maximum 2 points).

2 points
- Part of an organized educational effort open to public or educational institutions and active promotion by outreach, which could include a presence on the internet (e.g., a website) and/or signage, etc. at the project site

1 point
- Either the project is part of an organized educational effort open to public or educational institutions, or it is part of active promotion by outreach, which could include a presence on the internet (e.g., a website) and/or signage, etc. at the project site

0 points
- No educational component

C. Project Area Relative to Public Drinking Water Supply (maximum 5 points).

5 points
- By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 1 mile downstream of the planning area (measured as stream miles)

3 points
- By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface water supply intake or NC DEQ designated critical area less than 3 miles downstream of the planning area (measured as stream miles)

2 points
- By addressing sediment and nutrient pollution, the proposed project plans to preserve the capacity of an existing surface drinking water supply that has an intake or NC DEQ designated critical area less than 4 miles downstream of the planning area (measured as stream miles)

1 point
- The proposed project watershed does not address sediment and nutrient pollution but is less than 5 stream miles upstream of an existing public water supply as defined above

0 Points
- The proposed project watershed is not within 5 stream miles upstream of an existing public water supply as defined above

The Degree of Indication that the Applicant Would Implement, in a Timely Manner, the Project that Would Follow the Planning Project (15 points)

This section evaluates the extent to which the Applicant is ready to begin work and is prepared to provide the resources (e.g., funds, services, equipment, and access to land) needed to implement the project that would follow the planning project.

A. Project Timeline, Including Readiness to Begin Work and Time for Completion (maximum 10 points).

Proposed schedule for conducting the project that includes a chart or a graphic that shows the planned timing, duration of each task relative to a projected start date, the timing relationships among the tasks, and an accompanying narrative that summarizes the timeline and identifies circumstances or conditions that could delay project completion.

10 points
- Applicant has already done significant preliminary planning work and has necessary approvals from appropriate officials (e.g., Town Council, Board of Trustees, etc.) and has provided a feasible strategy and schedule for obtaining funding to proceed with implementing the project

7 points
- Applicant has already done significant preliminary planning work or has necessary approvals from appropriate officials (e.g., Town Council, Board of Trustees, etc.) to proceed with implementing the project

4 points
- Applicant has not done any work or obtained approvals yet but will be ready to begin work on the project promptly upon completion of the planning project

0 Points
- There may be delays getting started with the project that would follow the planning project

B. Status of the Match Funds Required to Implement the Project that Would Follow the Planning Project (maximum 5 points).

1. Portion of the proposed matching resources that are already available and committed to the project: Points Score = % Committed x 0.05
**Value (20 points)**

**A. Matching Resources (maximum 20 points).** Matching resources will be given a value based on the percentage and source of match. Any fraction in the final total will be rounded up.

1. Cash, nonprofit & private funds, bargain sale and donated easements = % of total x 0.22
2. Federal and local government funds = % of total x 0.18
3. Other State funds = % of total x 0.14

**Matching Value Example:** In this example, the request is for $40K from NCLWF with matching resources coming in the form of cash from a land trust, bargain sale from the landowner ($30K) and a federal grant ($30K):

<table>
<thead>
<tr>
<th>Match source</th>
<th>Match (%)</th>
<th>Multiplier</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private funds, including bargain sales and property</td>
<td>30%</td>
<td>0.22</td>
<td>6.6</td>
</tr>
<tr>
<td>sales and property value</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal or local government funds</td>
<td>30%</td>
<td>0.18</td>
<td>5.4</td>
</tr>
<tr>
<td>Other State funds</td>
<td>0%</td>
<td>0.14</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>
Application Printable Copy

This is a copy of the acquisition application questions for the current grant cycle. It is provided to give the entire scope of the application and let you see all questions that will be asked as you complete the questions online. This is not the actual application.

The application is a web-based form available at https://nclwf.nc.gov/apply

You will need to enter a username and password to access the form for the first time.

We suggest using your email as your username. Once signed in, you will be able to save your progress and re-access your application. You can also start subsequent applications under the same username.

The application contains file attachment/upload sections including:

- Project Budget (Excel template downloaded from the application form)
- Project Schedule
- Location Map (see guidance)
- Project Area Map
- Additional Maps (if needed)

(application form copy follows)
The entire NCLWF Planning Program application form is below. Please use the
Save and Return function to save your work.

You must have a FormSite account to access this form, so you've completed the
first step! Please save that username and password.

We strongly encourage you to write and save any narrative sections on your own
device and copy and paste into this form.

SAVE YOUR WORK with the 'save' or 'continue' buttons at the bottom of each
page.

You may edit/re-edit your form and click 'Submit' as many times as needed prior to the deadline of 11:59pm, Feb
1. You will receive an email with a MS Word of your application attached after each instance of clicking Submit.

Staff will not review your submission until after the deadline.

It is critical that you use the Planning Program's Applicant's Funding Manual as a reference when filling out this
application. Failure to refer to this manual, even for returning applicants, will result in missed score
opportunities, problem issues with scope, contract and closings, and reduced likelihood of a successful
outcome. Please use the funding manual!

Budgets must be filled out using this PDF Budget Form. The document will open in a new window. Download
the form, save to your project files, complete the budget, and then upload it below.

After submitting your application, you will be asked to select a timeslot(s) in February for the virtual project
review meeting.

Public Information: Applications submitted to NCLWF are subject to the North Carolina Public Records Law and
may be disclosed to third parties upon their request.

### SECTION 1 - APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>1.1 - Organization Name</th>
<th>1.2 - Organization Type</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.3 - Person from the applicant's organization that will administer the grant contract, if awarded:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name (Contract Administrator)</td>
</tr>
<tr>
<td>-------------------------------</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Mailing Address (Contract Administrator/Payments)

Email (Contract Administrator)
1.4 Person that will manage the actual project:

Name (Project Manager) *
Title (Project Manager) *

Email (Project Manager) *

Phone Number (Project Manager) *

919-555-1212 x100

1.5 Person who will actually sign the grant contract if awarded: (if different from Contract Administrator, above)

Name (Contract Signee) *
Title (Contract Signee)

Email (Contract Signee) *

1.6 - Fiscal Year of Applicant/Contract Administrator *

- January 1 - December 31 (Calendar/Annual)
- July 1 - June 30 (Fiscal)
- October 1 - September 30 (Federal)

SECTION 2 - PROJECT INFORMATION

2.1 - Project Name *

2.2 - Duration in months.
Not more than 36 months. *

2.3 - Primary County *

2.4 - Other County - Regional projects should include list of counties in the narrative.
2.5.A - Project Coordinates
Note: Use the center point of the project in Decimal Degrees from www.latlong.net or similar site. Please test the coordinates before submitting. You may also upload an optional shapefile at the end of this application.

<table>
<thead>
<tr>
<th>Latitude *</th>
<th>Longitude: *</th>
</tr>
</thead>
</table>

2.5.B - Delineate your Watershed

https://modelmywatershed.org/ (use Chrome or Firefox)

Get started --> Delineate watershed --> Continental US Medium Resolution --> (browse/scroll/search address to locate downstream terminus of your watershed) --> click on downstream point --> Click the download button on the top right of the left column (NOT download data button on the bottom) --> Download Shapefile --> Attach zip file to this form.

Choose File No file chosen

2.6 - If there are additional sites, list their locations and lat/long below.

2.7 - What is your total request from NCLWF?

This number should match your budget sheet total request column that will be submitted at the end. Please double-check before submitting!

Numerical digits only, no "," or "$" *

2.8 - What is your total match to NCLWF?

This number should match your budget sheet total match column. Please double-check before submitting!

Numerical digits only, no "," or "$".

2.9 - Total Budget (calculated from 2.7 & 2.8)

$ 

Narratives - For all sections, Be concise and discerning with information, covering key components and background if needed. Narratives are limited in word length as noted below each text box.

2.10 - Project Description & Need (500 word max, about three paragraphs)

State the purpose of the project and objectives in terms of planning for future conservation or restoration work.
2.11 - Project Location

Provide context of the project in terms of river basin, watershed, public lands, completed stream restoration, and nearest town or landmark.

2.12.A - Scope of Work List

Provide the measurable tasks that will be completed as part of this project, and any tasks that will continue afterwards. Scope items include work completed with NCLWF and match funds.

- Stakeholder outreach/meetings
- Compile watershed land-use and resource data
- GIS analysis
- On-the-ground assessments
- Decision support tool development
- Develop prioritized list of future projects
- Develop list of BMPs/typical treatments
- Landowner outreach
- Pre-design/design work on top priority projects to achieve 'shovel ready'

2.12.B - Scope of Work Other/Special Notes:

Describe scope of work items not covered by the above. You may also add notes on related issues with the above list.
2.13 - Planning Goals
Clearly list the goals of the proposed planning work.
- Identify needed projects, - Prioritize projects, - Etc. [..]

2.14 - Goals of Ultimate Restoration/Conservation Work
Clearly list the goals of the eventual work that the proposed plan is locating, prioritizing, analyzing.
- Fix water quality issues, - Decrease sediment, - Etc. [..]

2.15 - Water Quality Benefits
How would the results of this project ultimately reduce surface water pollution and improve water quality?

2.16 - Is the project part of a larger conservation plan or basin-wide plan?
NCLWF seeks to consider your project's consistency with the objectives of:
- A basin-wide plan adopted at the regional level
- A comprehensive, long term land-use plan by a State agency, local government or nonprofit corporation whose primary purpose is the conservation, preservation, or restoration of the State's cultural, environmental, or natural resources

* Yes  No

You may skip to section 3 if no plan information is applicable.

2.17 - How does the plan mention/support your project?
- Site and purpose is explicitly mentioned as needed
- Type and purpose is explicitly mentioned as needed
- Type generally supports the goals of a surface water plan as defined above
- No connection to surface water plans as defined above

2.18.A - Plan Information (if applicable)
### 2.18.B - Plan Details - Context if Needed

Explain how the proposed project is strategically related to the referenced long-term or regional management plan.

The plan covers this project because...

0/250 words

### 2.18.C - Plan Screenshot/document page extract/Image Attachments

NOTE new plan submission details: Please only submit a screenshot/image/capture of the pertinent plan pages that cover the property or the plan goals that cover the property. Do not provide the entire plan. DO provide plan information on date, adoption, page number in the fields above. For the plan/file itself, only share screenshot(s), image or page extraction of pertinent plan pages. File size, plan complexity and file access were significant challenges in 2021 so thank you in advance for helping with this change. Plan excerpts are reviewed but not archived.

Limit of 5 10MB files. combine files into one PDF if possible.

Choose Files | No file chosen

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### SECTION 3 - PUBLIC BENEFITS

#### 3.1.A - Recreational Uses and Public Access *

- [ ] Plan objectives improves recreational use related to water (e.g. fishing, boating) and the recreational use(s) has public access
- [ ] Plan supports establishment of a greenway or improves an existing greenway.
- [ ] No recreational or greenway component.

#### 3.1.B - Recreational Use and Public Access

Provide details on the item you checked directly above. *

0/150 words
3.2.A - Public or Scientific Education

Select all applicable.

☐ Part of an organized educational effort open to public or educational institutions and active promotion by outreach

☐ Project would include a presence on the internet (e.g. a website) and/ or signage, etc. at the project site.

☐ No educational component.

3.2.B - Public or Scientific Education Details

Provide details on the item you checked directly above.

0/150 words

3.3 - Location Relative to Existing Public Drinking Water Supply

Preserves the capacity of an existing surface drinking water supply intake or designated critical area within 1 mile downstream by addressing sediment and nutrient pollution

Preserves the capacity of an existing surface drinking water supply intake or a designated critical area less than three miles downstream by addressing sediment and nutrient pollution

Preserves the capacity of an existing surface drinking water supply that has an intake or designated critical area less than 4 miles downstream by addressing sediment and nutrient pollution

Project watershed does not address sediment and nutrient pollution but is less than 5 stream miles upstream of an existing public water supply

Project watershed is not within 5 stream miles upstream of an existing public water supply

SECTION 4 - RESOURCE SIGNIFICANCE

4 - Receiving Waters Information

NCLWF has abbreviated the waterbody research required by applicants. In addition to your summary information below, program staff will further research and classify these designations during the grant cycle, and you will have a chance to review the assigned classifications when project/score summary previews are released (usually in August).

The Application Funding Manual describes in detail and gives links to the waterbody classifications that we use to score the application:

DWR Stream Classification, biological rating, 303d listing, wetland protection, fish habitat, Threatened or Endangered species, shellfish areas, drinking water susceptibility, and links with other protected riparian buffers.

4.1 - Receiving Waters

Using this web-mapper, or the additional map resources named in the Application Funding Manual, list the primary waterbodies associated with the project (on the parcel, and within 1 mile down stream), and their associated ratings that NCLWF uses for scoring (see above).

NCLWF staff will review the stream classification, biological stream rating and 303(d) status using the most recent data from the Division of Water Resources (DWR). Categories 4 and 5 both considered as 303(d) waters by NCLWF.
<table>
<thead>
<tr>
<th>Name of Receiving Water</th>
<th>Waterbody Classification (DWR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

4.2 - Aquatic Habitat - Mark any of the following that apply directly to the receiving waters, or within 1 stream mile downstream of the proposed project.

- Streams supporting species listed as Federally Threatened or Endangered
- Division of Coastal Management exceptional wetland
- Division of Water Resources unique wetland
- Division of Marine Fisheries Primary Nursery Areas
- Inland Primary Nursery Areas identified by the Wildlife Resources Commission
- Wildlife Resources Commission Wild Trout
- Division of Marine Fisheries Shellfish Area

**NOTE:** Drinking water assessment will be assigned by staff and can be reviewed by the applicant in August.

4.3 - Protection or Improvement of Waters with Special Uses

Mark any of the following that apply directly to the receiving waters, or within 1 stream mile downstream of the proposed project.

- n/a
- National Scenic Waters.
- National Heritage River.
- National Seashore, National or State Park, National Wildlife Refuge or Coastal Preserve stream mile downstream of the proposed project.

4.4 - If the project location is near a water supply, please provide a brief description (e.g. river intake, reservoir, etc.) and location of the existing water supply.

- [ ]

**SECTION 5 - BUDGET**

Detailed guidance for completing the project budget can be found in the current year Planning Funding Manual.

Budgets must be filled out using this PDF Budget Form. The link will open the link in a new window. Click to download, save to your project files, complete the budget, and then upload it below.
NOTE: In Section 2, budget numbers were entered:

- $ as the NCLWF request
- $ as match

$ TOTAL

Please double check for accuracy before uploading your budget.

5.1 - Budget Upload

Download the PDF Budget Form file listed above, fill it out, and upload here. Budget totals in your sheet MUST match the budget summary questions below.

You may edit and replace this uploaded budget at any time up until the submission deadline.

Do not scan and upload - the PDF Budget Form must be the 'live' form.

Choose File  No file chosen

5.2 - Costs Incurred Before Award (Match)

Identify any costs to be incurred before NCLWF grant award decisions for which you would request approval of matching funds, including fee simple property purchases. Staff time to complete and submit an application is not eligible.

List funds expended before award here, or: "No match funds will be spent prior to award."

0/150 words

5.3 - Funds Committed to Eventual Restoration/Conservation Goals

What percentage of funds are currently available and committed to the project(s) that would follow the planning project?

Are there indications that other funds will be available to complete the eventual conservation work that may be called for in the proposed plan?

0/150 words

SECTION 6 - UPLOADS & AFFIRMATION

Attachments are uploaded below by individual category. Please name your file based on a short project name and the file contents.

Examples:

[pipe:255]_Location Map.pdf
[pipe:255]_data.pdf
Common file types should be used (PDF, JPG, PNG, DOC, DOCX, XLS, XLSX).

PLEASE use the map guidance in the Application Funding Manual to guide map making, colors, types, content etc. Maps using our standard suggested format are easier for our trustees to absorb and therefore to fund.

MAPS: PDF is preferred, but may also be jpg, jpeg, or png. Avenza-ready PDF files exported from ArcGIS are best, if possible. Maps will be displayed in a square format for board presentations.

Location Map - Contextual map showing surrounding area/public lands/municipality.

**File name should be: [pipe:255]_location_map.pdf or similar. Short file name please.**

[Choose File] No file chosen

Project Map 1

**File name should be: Smith_property_map.pdf or similar. Short file name please.**

[Choose File] No file chosen

Project Map 2

**File name should be: [pipe:255]_property_map2.pdf or similar. Short file name please.**

[Choose File] No file chosen

Shapefile (zipped) - Optional but requested.

[Choose File] No file chosen

PROJECT SCHEDULE:

The schedule should include a chart or graphic that shows the proposed schedule for implementing the project. Also include a narrative that summarizes the timeline and identifies circumstances or conditions that could delay project.

[Choose File] No file chosen

OTHER ATTACHMENTS

If you feel that other attachments are necessary, you may combine them into one PDF and use the 'Other' file upload field. Note that not all 'Other' attachments will be included in the final application packet.

[Choose File] No file chosen

Grant Withdrawal

Grant award may be withdrawn by the Board of Trustees if the project has not entered into construction contract within one year of grant award date.
Do you affirm that the information in this application and the statements and attached exhibits are true, correct, and complete to the best of your knowledge and belief?

Do you further confirm that you are authorized to file this application and the organization you are representing has the authority to enter into a grant contract that may result from this application? *

☐ I affirm the above statement.

Name of Affirmed *

Signature: *

SUBMITTING YOUR APPLICATION

You may edit/re-edit your form and click 'Submit' as many times as needed prior to the deadline of 11:59pm, Feb 1. You will receive an email with a MS Word of your application attached after each submit.

Staff will not review your submission until after the deadline.

Bookmark the Save and Return link available at https://nclwf.nc.gov/apply to re-access and edit your applications for this program area.

Applications must have been submitted at least once prior to the deadline as indicated on your log-in landing page. Sample below:
2022 NCLWF Planning Application Budget Form

<table>
<thead>
<tr>
<th>Project ID Number (admin use)</th>
<th>Project Title</th>
<th>Applicant Organization</th>
<th>Name of Project Manager</th>
</tr>
</thead>
</table>

Whole dollar amounts only please.

**NOTE:** Budget guidance from the Funding Manual is reproduced below - please review before completing this form.

<table>
<thead>
<tr>
<th>Requested Funds</th>
<th>Matching Funds</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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</tbody>
</table>

### GMS # Item Requested NCLWF Matching Funds Cost

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Requested NCLWF</th>
<th>Matching Funds</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>D030 Labor (Salary &amp; Benefits Only)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>D031 Mapping/GIS Expenses</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>D032 Supplies</td>
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<tr>
<td>D033 Outside Consultants</td>
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<tr>
<td>D034 Project Administration</td>
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<tr>
<td>D014 Addnl. Expense 1</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>D015 Addnl. Expense 2</td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td>D016 Addnl. Expense 3</td>
<td>$0</td>
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</table>

**Total** $0 $0 $0

### Matching Resources Table

<table>
<thead>
<tr>
<th>Sources of Matching Funds (Name of Org/Entity)</th>
<th>Origin/Type of Matching Funds</th>
<th>Matching Funds Primarily Applied To</th>
<th>Amount</th>
<th>Secured/Committed?</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

**Total Matching Funds** $0

**NOTE:** *Please group match by source and commitment status*. One source/match line may apply to multiple funding lines above, as summarized in the 'Match Funds Primarily Applied To' column.

Check for Match Errors Here