Prop 1 SWGP Storm Water Resource Plan Application – PIN XXXXX

Attachment 1 – Workplan

All applications must include a workplan that provides a detailed description of the project(s) for which funding is requested. The goals and objectives of the application must be identified. If the application is for a component of a larger project to which matching funds will be reported, a description of the full project (grant and matching funds) must be provided.

The workplan must include a description of the work to be performed under each tasks and deliverables for assessing progress and accomplishments. The numbered headings below should be the main headings in the workplan and the lettered headings should be the subheadings in the workplan. This will help to ease review and scoring of the workplan and allow the reviewers a quick reference to the information needed to properly score the application. The tasks described in the Work Tasks portion of the workplan must correlate with those tasks shown on the budget and schedule.

Provide a description of the project in detail and how it meets the Water Code and is in accordance with the Storm Water Resource Plan Guidelines by providing answers to the questions below:

1. **Watershed Boundaries:** a brief description of
	1. Why boundaries were chosen
	2. Local land uses(s) within the watershed
	3. Types of water quality and water quantity issues present in the watershed
	4. Ongoing efforts taken to address those issues
2. **Agreements/MOU(s):** a description of
	1. Types of agreement(s) the applicant has or will have with cooperating entities
	2. Roles and responsibilities of each entity
	3. Status of the agreement(s) required and letters of support from entities
	4. If no cooperating entities, justify why an effort of collaboration was not chose or feasible
3. **Outreach Effort and Collaboration with NGOs, DACs, and EDAs:** a discussion of
	1. Stakeholder involvement with project selection and plan preparation
	2. Stakeholder involvement in implementing the final plan
	3. Stakeholder involvement in completion of projects
4. **Submission of SWRP to local IRWM Group:** a discussion on how the applicant will coordinate with the local IRWM group and how the final plan will be submitted to the local IRWM group. Is the applicant coordinating development of the SWRP with the local IRWM group?
5. **Work Tasks:** a detailed description of the work tasks with adequate detail and completeness to clarify the project can be implemented. The descriptions below should be sufficient enough to be used in a grant agreement if the project is chosen for funding.
	1. Project Administration – include a description of all tasks necessary (e.g. invoicing, reporting, coordination, etc…). Provide as many subtasks as required for the project.
	2. Planning/Design/Engineering/Environmental – include a description of all tasks necessary to complete the project (e.g. preliminary design, final design, geotechnical investigations, bid documents, awarded construction contract, CEQA documentation, etc…). Provide as many subtasks as required.
	3. Education/Outreach – describe the tasks proposed in the project (e.g. public meetings, website, social media pages, flyers, posters, temporary project signage, educational permanent signage, etc…)
6. **Standalone Plan or Supplemental Plan:** Describe other plans within the watershed boundaries identified in 11(a) that address storm water resource management. Is the project meant to supplement an already existing plan(s) or will the project be a “stand alone” Storm Water Resource Plan?
7. **Water Code and SWRP Guideline Elements:** Identify each of the required elements of the Water Code and the elements of the Storm Water Resource Plan Guidelines that will be included in the Storm Water Resource Plan. Provide a description of how those elements will be addressed.
8. **Assessment, Monitoring, and Study Tasks:** Identify any assessment, monitoring, or study tasks necessary to complete the Storm Water Resource Plan and provide the rationale for the need for those tasks.
9. **TMDLs, NPDES, WDRs, and MS4:**
10. List any total maximum daily loads (TMDLs), national pollutant discharge elimination system (NPDES) permits, waste discharge requirement permits (WDRs), and municipal storm water (MS4) permits that apply to your watershed(s) boundaries.
11. Identify how the Storm Water Resource Plan will assist in compliance with these permits.
12. **Local Ordinance(s) and Law(s):**
13. A list of any county and city ordinances or laws which are applicable to the projects listed in the Storm Water Resource Plan that may prevent or hinder the implementation of those projects.
14. Discuss the steps that will be taken to address any incompatibilities between those county and city ordinances or laws and the potential projects.