

**SITE LOCATION INFORMATION REQUIREMENTS
FOR PROJECTS FUNDED UNDER
STATE WATER BOARD
WATERSHED AND NON-POINT SOURCE POLLUTION CONTROL GRANT PROGRAMS**

Site location information for grant-funded projects should be obtained using GPS tools and submitted in digital format. Exceptions to this requirement are projects funded under the NPS Implementation Program (CWA, Section 319(h)) and those meeting the 2005-06 Consolidated Grant Program Appendix J requirements for alternate reporting.

GPS data is needed for the grantee to provide satisfactory information for project reporting to the Regional Board Grant Managers and for use by the State Water Board in program reporting. The quantity of data should be sufficient to show the site location and boundaries on a 7.5' USGS quadrangle map. Additional site location information may be needed to provide smaller scale maps or reports that satisfy grant agreement requirements for performance plans, site maps, and project reports. General guidance on quality and quantity of data needed, and digital data and file formats is provided below. Data sufficient to meet grant project reporting requirements can be further determined through consultation with your state or regional board grant manager.

GPS Data for Project Sites

- All GPS coordinates are to be reported in decimal degrees latitude and longitude and measured to the nearest 10^{-5} degree. Also specify the datum used (e.g. NAD83, NAD27, WGS84) and the precision of the GPS data.
- Point Locations: for sites such as monitoring sites, stream bank measurements, or structural BMP installations, at least one GPS reading is required.
- Lines: for sites such as restoration sites along a stream reach, several GPS readings are required to make up the shape of the line and define the site limits.
- Polygon shaped sites: for sites defined by an area such as a farm, wetland, or watershed, GPS readings are required at various points along the perimeter of the site in order to give a person away from the site enough information to recreate the boundary on a map or using mapping software.

Digital Data and File Formats

- GPS data files should be submitted in non-proprietary formats such as CSV or tab delimited.
- Proprietary formats like Excel should only be used when features are needed that are not available in non-proprietary formats.
- Data from database applications built upon proprietary programs such as FileMaker or MS Access should be submitted in a transparent and re-usable format.
- Data can be submitted in ESRI shapefile format. All data submitted in this format should include metadata* in FGDC** or ArcCatalog format. Data in vector format should be submitted in Shape file or GML format.

*Metadata= a text or XML document that documents the data. It describes the "who, what, where, when, why, and how" of every aspect of the data

**FGDC = Federal Geographic Data Committee - a Federal committee that sets national standards for geographic data including metadata.