



**ORANGE COUNTY TRANSPORTATION AUTHORITY**

**Measure M2 Environmental Cleanup Allocation Program –  
Funding Program Guidelines Revisions and Tier 1 Grant  
Program Call for Projects**

**Staff Report**



**March 11, 2013**

**To:** Members of the Board of Directors

**From:** Darrell Johnson, Chief Executive Officer

**Subject:** Measure M2 Environmental Cleanup Allocation Program – Funding Program Guidelines Revisions and Tier 1 Grant Program Call for Projects

**Overview**

The Measure M2 Environmental Cleanup Program, Project X, provides funds to help meet federal Clean Water Act standards for controlling transportation-related pollution. In February 2011, the Board of Directors approved the inclusion of the Environmental Cleanup Program to the Comprehensive Transportation Funding Program. The guidelines have been updated to reflect lessons learned from last year’s call for projects. Staff is seeking approval of the guidelines and authorization to release the next Tier 1 call for projects.

**Recommendations**

- A. Approve the revised Environmental Cleanup Program Tier 1 Comprehensive Transportation Funding Programs Guidelines.
- B. Authorize staff to issue the fiscal year 2013-14 call for projects for the Tier 1 Grant Program, totaling approximately \$2.8 million.

**Background**

The Environmental Cleanup Program, Project X (ECP), provides for the allocation of two percent of annual gross Measure M2 (M2) revenues to improve overall water quality in Orange County from transportation-related pollution. Funding is allocated on a countywide competitive basis to assist jurisdictions in controlling transportation-related pollution. These funds are intended to supplement, not supplant, existing transportation-related water quality programs. Funds are awarded to priority projects that improve

water quality in streams, harbors, and other waterways that have a nexus to transportation-related pollution consistent with Orange County Transportation Authority's (OCTA) Ordinance No. 3.

In May 2010, the Board of Directors (Board) approved a two-tiered approach to fund the M2 ECP. Specifically, the funding plan called for up to \$19.5 million in Tier 1 grants on a "pay-as-you-go" basis through fiscal year (FY) 2017-18, and up to \$38 million in Tier 2 grants via bonding through FY 2014-15. The Tier 1 Grant Program consists of funding for equipment purchases and upgrades to existing storm drains and related best management practices. The Tier 2 Grant Program consists generally of funding for regional, potentially multi-jurisdictional, capital-intensive projects.

The prior Tier 1 call for projects was finalized on August 6, 2012, with the approval of \$2,764,244 of funding. Specifically, the Board approved funding allocations for 33 projects based on the scoring criteria. To date, the past two Tier 1 calls for projects have resulted in funding 66 projects totaling approximately \$5.6 million.

### ***Discussion***

Staff has taken into consideration the experience from the FY 2012-13 Tier 1 call for projects and evaluation process. Consequently, the Environmental Cleanup Allocation Committee (ECAC) is recommending that the ECP Tier 1 Comprehensive Transportation Funding Program Guidelines (Guidelines) be revised to improve the process (Attachment A). On February 14, 2013, the ECAC endorsed the approval of the revisions to the Tier 1 Guidelines. Some of the changes to the Guidelines include:

- Adding a ten-year maximum when using operation and maintenance as in-kind match.
- Including a 15 percent cap for construction management and project management as eligible expenditures.
- Adding definitions for ineligible expenditures.
- Increasing the cap to \$200,000 per Tier 1 project (to allow for larger projects), but maintaining the \$500,000 cap per agency.

Staff is recommending authorization to issue the FY 2013-14 ECP Tier 1 Grant Program call for projects for approximately \$2.8 million. The evaluation approach remains similar to the previous call for projects, with each proposal having the potential to receive a maximum of 100 points.

#### Next Steps

With Board approval, staff will initiate the Tier 1 call for projects, anticipated to occur between March 18, 2013 and May 17, 2013. During this period, staff will also hold workshops for funding applicants to assist in the application process and be available to assist applicants with any inquiries during the call for projects. Applications are due on May 17, 2013, and staff will return with funding recommendations to the Board by late summer 2013.

Staff will also return to the Board in the near future for approval of the Tier 2 Guidelines and authorization to issue the Tier 2 call for projects, anticipated in summer 2013.

#### Fiscal Impact

This project was approved in OCTA's FY 2012-13 Budget, Planning Division, Account 0017-7831-MX001-T6S, and is funded with M2 funds.

#### **Summary**

OCTA staff is recommending approval of the revised Tier 1 Comprehensive Transportation Funding Program Guidelines and authorization to issue the fiscal year 2013-14 call for projects for the Tier 1 Grant Program, totaling approximately \$2.8 million.

***Attachment***


- A. Draft Comprehensive Transportation Funding Programs Guidelines

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**Approved by:**



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Executive Director, Planning  
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**ORANGE COUNTY TRANSPORTATION AUTHORITY**

**Measure M2 Environmental Cleanup Allocation Program –  
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**Attachment A**

**DRAFT**

**Chapter 12  
Comprehensive Transportation Funding Programs Guidelines**

**Overview**

The Environmental Cleanup Program (ECP) provides for Measure M2 (M2) revenues to improve overall water quality in Orange County from transportation-generated pollution. Specifically, Orange County Local Transportation Authority's Ordinance No. 3 (M2 Ordinance), dated July 24, 2006, provides two percent of gross M2 revenue dedicated to protecting Orange County beaches and waterways from the conveyance of urban runoff associated with transportation-generated pollution. The M2 ECP ensures that funds will be used on a countywide, competitive basis to meet federal Clean Water Act standards for controlling transportation-generated pollution by funding nationally recognized Best Management Practices (BMPs).

As required by the M2 Ordinance, an Environmental Cleanup Allocation Committee (ECAC), representing a broad cross-section of the water quality community, was formed in October 2007 to provide guidance on program design and funding. The goal of the ECP is to fund projects on a countywide, competitive basis. This will assist the County of Orange and Orange County cities in reducing transportation-related water quality pollution by meeting Clean Water Act standards for local waterways and beaches.

Proposed projects must demonstrate a direct nexus (connection) to a reduction of transportation-related pollution as developed and defined by the ECAC in conformity with the M2 Ordinance. All proposing agencies must demonstrate an understanding of how their proposed projects meet the following transportation pollution nexus definition:

- Transportation-related activities can be a contributor of pollutants and/or impairments to receiving waters via aerial deposition, storm, and non-storm water discharges. Transportation-related activities are associated with the operation, construction, and maintenance of public roads, highways, and other ground transportation systems.
- The conveyance of transportation-related pollutants to surface and groundwater can occur from precipitation, runoff, and leaching entering or discharging from public roads, highways, and other ground transportation systems via drainage systems such as catch basins, curbs, gutters, ditches, manmade channels, retention basins, or storm drains. The quality and quantity of these discharges vary considerably and are affected by hydrology, geology, land use, season, and sequence and discharge of hydrologic events.

- Pollutant sources can encompass right-of-way, properties, facilities, and activities related to motor vehicles, highway maintenance, construction site runoff, maintenance facility runoff, illegal dumping, spills, and landscaping care. Pollutant categories include, but are not limited to: metals (such as copper, lead, and zinc), organic chemicals and compounds (hydrocarbons and pesticides), sediment, nutrients (nitrogen and phosphorus), litter, oxygen demanding substances (decaying vegetation, animal waste, and other organic matter), groundwater dewatering discharges, and pathogenic material.

The M2 ECP funds are designed to supplement, not supplant existing water quality programs. Proposed projects must improve and not replace existing pollution reduction efforts by an eligible party. Funds will be awarded to the highest-priority projects that improve water quality.

In May 2010, the Orange County Transportation Authority (OCTA) Board of Directors (Board) approved a two-tiered approach to fund the M2 ECP. Specifically, the funding plan called for up to \$19.5 million in Tier 1 grants on a “pay-as-you-go” basis through fiscal year (FY) 2017-18, and up to \$38 million in Tier 2 grants via bonding through FY 2014-15. The Board has now approved the funding guidelines for both the Tier 1 and Tier 2 Grant programs.

The Tier 1 Grant Program is designed to mitigate the more visible forms of pollutants, such as litter and debris, which collect on the roadways and in the catch basins (storm drains) prior to being deposited in waterways and the ocean. It consists of grant funding for Orange County local governments to purchase equipment and upgrades for existing catch basins and other related BMPs (i.e., “street-scale” low flow diversion projects). Examples include screens, filters, and inserts for catch basins, as well as other devices designed to remove the above mentioned pollutants. The aforementioned Tier 1 project types will be reassessed on an annual basis to determine if the needs have changed. The intent of this funding program is for project applicants to complete the work generally within one year from the letter agreement execution.

### **Tier 1 Project Types**

The Tier 1 projects funded in the past include the following types. A description of each project type is provided below:

- 1) Automatic retractable screen and other debris screens or inserts: screen or insert units prevent debris from entering the storm drain system.
- 2) Irrigation system retrofits to reduce runoff: these projects decrease runoff from highway medians by using more efficient irrigation systems and/or replacing existing landscape to reduce the amount of water used in irrigation.
- 3) Continuous deflection separator (CDS): CDS units divert runoff away from waterways and screen storm drain flows from trash and debris. CDS units screen, separate, and trap debris, sediment, oil, and grease from storm water runoff.



- 4) Linear radial gross solid removal device (GSRD): GSRDs are certified full capture systems which efficiently remove large solids from runoff water flows.
- 5) Marina trash skimmer: marina trash skimmers draw in floating debris, such as plastics, bottles, paper, oil sheen, and drift wood. The installation of marina trash skimmers is expected to reduce the amount of trash and debris reaching the open ocean.

## **Organization of Chapter 12**

As discussed earlier, the Board approved the funding guidelines for the Tier 1 Grant Program, as well as a planning and research study for the development of evaluation methodologies and implementation strategies related to the development of the funding guidelines for the Tier 2 Grant Program in May 2010.

A third call for the Tier 1 Grant Program is anticipated in early 2013. In order to facilitate the Tier 1 call for projects, this chapter has been separated into two distinct sub-chapters. The first part of the chapter consists of funding guidelines for the Tier 1 Grant Program. The second part of the chapter consists of funding guidelines for the Tier 2 Grant Program. The Tier 1 guidelines have been updated to reflect lessons learned from the second call from projects in 2012.

## **TIER 1 GRANT PROGRAM**

### **Pre-Application Process**

In order to ensure the best use of M2 funds and assist eligible jurisdictions with the Tier 1 Grant Program, applicants may engage in a pre-application process with OCTA staff in project planning, cost estimate development, and determination of likely projected competitiveness. The pre-application timeframe is defined as the time between the initiation of the call for projects and one week prior to the application deadline date. Specific meeting times will be established once the call is initiated. Subsequent to the call for projects deadline, applicants will not be able to change the content of the application or scope of the project.

### **Eligible Applicants**

ECP funds can be used to implement street and highway-related water quality improvement projects to assist Orange County cities and the County of Orange to meet federal Clean Water Act standards for urban runoff. Applicants eligible for ECP funds include the 34 Orange County cities plus the County of Orange. Eligible applicants must meet the transportation requirements discussed in the M2 Ordinance.

Third parties, such as water and wastewater public entities, environmental resource organizations, nonprofit 501(c) environmental institutions, and homeowners

associations cannot act as the lead agency for a proposed project; however, these agencies can jointly apply with an Orange County city and/or the County of Orange.

Two or more agencies may participate in a project. If a joint application among agencies and/or third party entities is submitted, a preliminary agreement with joint or third party entities must be provided as part of the application. In order to meet M2 Ordinance requirements, an eligible applicant must be the lead agency for the funding application. Per Chapter 9, if a project includes more than one jurisdiction and is being submitted as a joint application, one agency shall act as lead agency and must provide a resolution of support from the other agency.

Each eligible jurisdiction must meet the eligibility criteria as set forth in Chapter 1 of these guidelines. For example, to apply for Combined Transportation Funding Program (CTFP), local agencies must fulfill an annual eligibility process. Eligibility packages are due to OCTA by June 30 of each year. The M2 Eligibility Preparation Manual outlines the eligibility requirements in detail.

## **Project Programming**

The Tier 1 Grant Program approach is designed to be consistent with Chapter 2 of this CTFP Manual regarding the provisions below:

- Program consolidation
- Sequential programming process
- Funding projections
- Programming adjustments
- Project cost escalation
- Project readiness
- Programming policies
- Schedule change requests
- Project advancements
- Semi-annual review

Refer to Chapter 2 for explanations of the above provisions.

## **Funding Estimates**

A total of up to \$19.5 million is available for the Tier 1 Grant Program over a seven-year window from FY 2011-12 through FY 2017-18. The initial call for projects for FY 2011-12 awarded approximately \$2.8 million in funding. Subsequent calls for projects will cover the upcoming six FYS, encompassing FY 2012-13 through FY 2017-18.

The maximum amount for the Tier 1 Grant Program is \$200,000 per project. To ensure that ECP funds are distributed to the highest number of eligible agencies, entities submitting more than one proposal must designate which project is the highest-priority

for funding. As part of the proposal scoring criteria, an extra 15 points will be awarded to the designated priority project. The maximum amount that an applicant can receive in a funding period is \$500,000.

### **FY 2013-14 Tier 1 Implementation Timeline**

FY 2013-14 Tier 1 applications must be received by OCTA **no later than 5:00 PM, May 17, 2013**. Projects that do not award construction contracts by June 30, 2014 will not be considered. OCTA allocates funds on July 1 of each year. Funds will become available upon execution of a letter agreement.

After the Tier 1 applications are reviewed by OCTA, an advisory panel will review and rank projects. Following a review by the ECAC, a recommended priority list of projects will be forwarded to the OCTA Board for approval in late spring 2013. Funds allocated for projects are final once approved by the OCTA Board. No additional funds will be allocated to the project. Grantees are responsible for any costs exceeding the allocated amount.

### **Matching Funds**

For the Tier 1 Grant Program, a minimum local match of 25 percent of the project phase cost is required. These matching funds can be provided by cash contributions and/or in-kind services. In-kind services can include salaries and benefits for employees who work directly on the project. In addition, ongoing operations and maintenance of the project for a maximum of ten years can be pledged on a match. For projects wherein ongoing operations and maintenance are pledged as match, the local agency will report on actual operations and maintenance expenditures as part of the semi-annual review process (see page 2-7). Local agencies must complete Form 10-17 for each grant project.

Retroactive expenditures cannot be credited towards the matching fund threshold.

### **Overmatch**

For the Tier 1 Grant Program, administering agencies may “overmatch” ECP projects; that is, additional cash match may be provided for the project. Applicants will receive additional points in the evaluation process for matching with cash above the minimum requirement. Proposals that exceed the 25 percent minimum funding match will be given an additional one-half point for every five percent over the minimum cash match (up to five bonus points).

Additionally, administering agencies must commit to cover any future cost overruns if the project is underfunded. Any work not eligible for ECP reimbursement must be funded by other means by the project applicant and cannot count as match. These non-eligible items should not be included in the cost estimate breakdown in the application.

Retroactive expenditures cannot be credited towards the matching fund threshold.

## **Reimbursements**

For the Tier 1 Grant Program, OCTA will release funds through two payments. The initial payment will constitute 75 percent of the contract award or programmed amount at contract award. OCTA will disburse the final payment, approximately 25 percent of eligible funds, after approval of the final report. Further information on reimbursements can be located within Chapter 10 of the most recent version of the CTFP Guidelines.

## **Scope Reductions/Modifications and Cost Savings**

Any proposed scope reductions of an approved project must be submitted to OCTA to ensure consistency with the Tier 1 Grant Program requirements. If the proposed scope reduction is approved by OCTA, cost savings will be proportionally shared between OCTA and the grantee - a reduction in ECP funds must be applied proportionally to maintain the approved local match percentage. All cost savings will be returned to the Tier 1 Grant Program for reallocation for the subsequent call of projects.

Any minor scope modifications, such as BMP device quantities and/or the adjustment of device locations, must be submitted to OCTA for administrative approval prior to the implementation of the project. The proposed modifications must mitigate the same pollutants, affect the safe waterways, and meet all other provisions as stipulated in these guidelines.

## **Tier 1 Selection Criteria**

OCTA will evaluate all proposals that meet the mandatory prerequisites based on competitive selection criteria with the following categories:

- Problem and source identification
- Project design
- Project implementation and readiness
- Operations and maintenance
- Project benefits
- Performance metrics

Each proposal can receive a maximum of 100 points, inclusive of ten bonus points associated with up to five points related to a cash overmatch, which was discussed above and up to five points related to eligible agencies that have previously funded the implementation of structural BMPs to mitigate pollutant loading. Previous projects funded by the M2 Tier 1 Grant Program cannot be used for bonus points consideration. Proof of documentation such as invoices or payment requests must be available on the purchase of the equipment or services provided by vendors. These latter bonus points are based on the ECAC's recommendations that previous local funding of structural BMPs should be acknowledged and rewarded.

## **Application Process**

The following information, which is to be completed within the Tier 1 Grant Application Form (Exhibit 12-1), is required by OCTA to evaluate and select projects. A checklist is included in the Tier 1 Grant Application Form to assist eligible agencies in assembling project proposals:

- ECP prerequisites requirements
- Project title
- Lead agency information
- Joint application (if applicable)
- Proposed schedule
- Project management
- Integrated regional water management plan identification (if applicable)
- Description and scope of proposed project
- Water bodies and 303(d) listings
- Project readiness
- Long-term sustainability
- Performance metrics
- Budget information

In addition, the following exhibits are required to be included within the submitted proposal:

- Project design or concept drawings, including preliminary design calculations of proposed BMPs
- Precise maps to show tributary drainage area and proposed location(s) for BMPs installation
- Discussion of funding leveraging/overmatch
- Digital project site photos
- A project master schedule
- Preliminary agreements with joint and/or third party entities if part of the funding application
- A draft resolution

Information can be completed utilizing the grant application exhibit. For the Tier 1 Grant Program, an unbound original and three copies (total of four) of the completed application form and related exhibits are to be submitted, plus a CD copy of the complete application. Use separate sheets of paper if necessary.

There is no maximum length for proposals. All pages must be numbered and printed on 8 1/2 x 11 sheets of white paper. Maps and drawings can be included on 11 x 17 sheets, folded into the proposal. The original proposal should be left unbound for reproduction purposes.

## **Eligible Expenditures**

- ECP funds must be for capital improvement. Construction management and project management cannot exceed 15 percent of the total construction costs. Eligible jurisdictions may use in-kind services to meet all or part of the matching funds requirement. These services can include salaries and benefits for employees of the eligible jurisdiction who perform work on the project or programs. Only those employees' salaries and benefits working directly on the project will be considered for the matching requirement.
- ECP funds can only be used for facilities that are in public ownership for public use; however, water quality improvements on private property, which are connected to municipal separate storm sewer systems, are eligible. (For example, a homeowner association can apply for funding through an eligible agency if the proposed project is connected to a public facility.)
- Reducing volume of surface flows is an integral factor of improving water quality; therefore, projects that have water-saving features (i.e., drip systems) are eligible for funding considerations.

## **Ineligible Expenditures**

- Operations and maintenance plans are not eligible expenditures; however, up to ten years of ongoing operations and maintenance costs can be utilized as in-kind services as a source of matching funds.
- ECP funds are not to be used for planning.
- Expenditures prior to the grantee executed letter agreement date cannot be considered eligible for funding or match.
- Landscaping installation and replacement are not eligible for funding consideration.

## **Reporting and Reimbursement**

Chapter 10 of the CTFP Guidelines outlines the process and requirements regarding reimbursements and reporting for the FY 2013-14 Tier 1 Grant Program call for projects with the following exceptions: A final report must be filed within 180 days of the project being completed with information as shown in Form 10-16.

Additionally, an exception to Precept #36: Agencies may appeal to the ECAC and the OCTA Board on any issues that the agency and OCTA cannot resolve, as such are the approving bodies for this program.

## **Technical and/or Field Review**

Once an agency submits a final report for a project, OCTA shall review the report for compliance with the CTFP Guidelines and may conduct a field review. OCTA will use the project cost estimate forms submitted with the application and revised where appropriate, project accounting records and the final report as the primary items to

conduct the review. Agencies must maintain separate records for projects (i.e., expenditures, interest) to ensure compliance. Only CTFP eligible items listed on a project's cost estimate form will be reimbursed. See Chapter 11 for independent audit requirements beyond the technical and/or field review.

### **Additional Information**

Completed applications and questions regarding these procedures and criteria should be directed to:

By mail:

Dan Phu  
Orange County Transportation Authority  
P.O. Box 14184  
Orange, CA 92863-1584  
Tel: (714) 560-5907  
Fax: (714) 560-5794

In person:

Orange County Transportation Authority  
600 South Main Street  
Orange, CA 92863-1584

**Orange County Transportation Authority  
M2 Environmental Cleanup Program (Project X)**

**Part One: General Project Information (Non-scored)**

**Project Title:** \_\_\_\_\_

<p><b>Lead Agency Information</b> (Project Administrator responsible for day-to-day project implementation)                  Name/Title:                  Address:                  Phone:                  Email:</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">FUNDS REQUESTED</td> <td style="width: 30%; text-align: right;">\$ -</td> </tr> <tr> <td>LOCAL MATCH</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>TOTAL PROJECT COST</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;"> <input type="checkbox"/> Project is a stand alone project.  <input type="checkbox"/> Project is part of a larger project.                      Total Project Cost (if part of a larger project)                 </td> </tr> </table>	FUNDS REQUESTED	\$ -	LOCAL MATCH	\$ -	TOTAL PROJECT COST	\$ -	<input type="checkbox"/> Project is a stand alone project. <input type="checkbox"/> Project is part of a larger project. Total Project Cost (if part of a larger project)	
FUNDS REQUESTED	\$ -								
LOCAL MATCH	\$ -								
TOTAL PROJECT COST	\$ -								
<input type="checkbox"/> Project is a stand alone project. <input type="checkbox"/> Project is part of a larger project. Total Project Cost (if part of a larger project)									
<p><b>Joint Applicant or Third Party:</b>                  Name/Title:                  Agency:                  Address:                  Phone:                  Email:</p>	<p><b>Joint Applicant or Third Party:</b>                  Name/Title:                  Agency:                  Address:                  Phone:                  Email:</p>								

**i. Is this proposed project designated as the eligible agency’s highest priority for funding?**

Yes \_\_\_\_\_ No \_\_\_\_\_

**ii. Proposed Schedule:** Provide an estimate of the project’s proposed schedule:

	Start Date	Completion Date
Design and Permitting (if applicable)		
Award of Contract		
Construction		



## Part One: General Project Information (continued)

### iii. Project Management

Provide an assessment of the management capabilities of the Lead Agency. At a minimum, include an organization chart (include as attachment), showing key project individuals who will be responsible for ensuring that the project is completed and long-term suitability is obtained.

### iv. Integrated Regional Water Management Plan (IRWMP)

Is the proposed project identified in an existing IRWMP? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide further information on why it was included in the IRWMP:

### v. Description and Scope of Proposed Project

Include a brief description of the proposed project, including why the project is important for controlling transportation-related pollutants to a watershed(s).

## Part Two: Detailed Project Information (Scored)

1. Identify the priority areas of this project. Describe the need for the selected BMP(s). (5 points)

2. List the pollutant(s) which would be addressed by the proposed project and the source(s) generating the pollutants. (1 point per pollutant, up to 10 points)

3. List the waterway(s) associated with the project, including applicable 303(d) listings, and provide a project map depicting the waterway(s). (2 points for listing waterways(s) plus 2 points per 303 (d) impairment addressed by the proposed BMP(s) up to 10 points total)

4. Provide detailed manufacturer's information for the proposed BMP(s) including how the equipment would operate and the estimated design life of the project. How is this determined? (5 points)

5. Provide relevant information on performance efficiency and/or effectiveness including pollutant capture, storage capacity, flow capacity, etc. (up to 5 points)

**Part Two: Detailed Project Information (continued)**

- 6. Explain how the proposed BMP(s) meet(s) the jurisdiction's needs compared to other equipment (or BMPs). (5 points)**

- 7. Include a detailed work plan demonstrating a definite implementation period. (5 points)**

- 8. Provide a 5-year operations and maintenance (O&M) plan for the lifespan of the proposed project (i.e., schedule of inspections, cleaning and disposal of pollutants, repairs, etc.). (5 points)**

- 9. Describe the anticipated benefits to water quality and any additional benefits that would result from the proposed BMP(s). (5 points)**

- 10. Is this project the highest priority for your agency? Yes \_\_\_\_\_ No \_\_\_\_\_ (15 points will be given to the agency's highest priority project)**

- 11. What is the methodology for measuring pollutant(s) reduction(s) before and after BMP(s) is/are implemented? (5 points)**

**12. How will the effectiveness of the project be monitored and assessed? How frequently will monitoring and assessment occur? (5 points)**

**13. It is the primary goal of the Tier 1 program to remove the more visible forms of pollutants such as litter and debris. Projects which address this goal will receive up to 10 points.**

(Points will be determined by the evaluation committee. No response required.)

**14. BONUS: How many Tier 1 type or similar BMPs are currently installed within the street right of way? Do not include projects/BMPs funded with Tier 1 M2 ECAC funds. (Up to 5 bonus points may be awarded to jurisdictions that have previously funded the implementation of structural BMPs – 1 point per BMP implemented)**

**15. BONUS: Is the agency proposing matching funds exceeding the minimum of 25%? If yes, at what percentage amount? (0.5 point for each 5% over 25%, up to 5 points maximum)**

## Part Three: Funding

<b>Project Title:</b> _____  <b>Contact:</b> _____  <b>Agency:</b> _____	<b>Phone:</b> _____  <b>Email:</b> _____
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### Budget Summary

*The following table for the proposed project shall be completed with a reasonable estimate of cost for all work items.*

Total Project Cost (TPC)	\$ _____
Total Amount of Funding Requested (not to exceed \$200,000)	\$ _____
Total Contractual Service Costs for Project	\$ _____
Total Contractual Service Costs for Requested Funding	\$ _____
Total Capital Costs for Project for Requested Funding	\$ _____
Direct Project Administration, Inspection, Evaluation Costs	\$ _____
Total Project Costs of Supplies, Materials and Equipment (SM&E)	\$ _____
Total Project Costs of SM&E for Requested Funding	\$ _____

### Local Funding Share Detail

Cash Contribution	_____	<b>Total Project Cost</b>	_____
In-Kind Services *	_____		
Other Grants	_____		
<b>Total Funding Share</b>	\$ -	<b>% of TPC</b>	#DIV/0!

### Source(s) of Match

1. **\*In-Kind Services:** Salaries and benefits for employees who will perform work on the proposed project are eligible as a matching requirement. Please provide details on how in-kind services are calculated. Identify the Fiscal Year(s) of In-Kind expenditure and amount for each year. Use no acronyms.

2. **Other Grants - Eligible applicants may use grants awarded by other agencies (non-ECP grants) to meet all or part of the matching funds requirements. The non-ECP grant must be dedicated to the project in which M2 funding is requested to receive credit for the full amount of the grant. For non-ECP grants that cover multiple projects, only that portion of the grant specific to the project will be allowed credit. Please list the name and amount of any respective non-ECP grants that are proposed as a match.**



## Part Four: Tier 1 Grant Program Resolution

### SAMPLE AGENCY RESOLUTION REQUESTING FUNDS FOR PROPOSED PROJECT

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL/BOARD OF THE CITY/COUNTY OF \_\_\_\_\_  
AUTHORIZING AN APPLICATION FOR FUNDS FOR THE ENVIRONMENTAL CLEANUP, TIER 1 GRANT  
PROGRAM UNDER ORANGE COUNTY LOCAL TRANSPORTATION ORDINANCE NO. 3 FOR  
(NAME OF PROPOSAL) PROJECT.

WHEREAS, Orange County Local Transportation Ordinance No.3, dated July 24, 2006, and is known and cited as the Renewed Measure M Transportation Ordinance and Investment Plan makes funds available through the Environmental Cleanup Program to help protect Orange County beaches and waterways from transportation-generated pollution (urban runoff) and improve overall water quality.

WHEREAS, the Environmental Cleanup, Tier 1 Grant Program consists of funding purchases and installation to catch basins with Best Management Practices, such as screens, filters, inserts, and other "street-scale" low flow diversion projects.

WHEREAS, OCTA has established the procedures and criteria for reviewing proposals; and

WHEREAS, (ADMINISTERING AGENCY) possesses authority to nominate water quality improvement projects that have a transportation pollution nexus to finance and construct the proposed project; and

WHEREAS, by formal action the (GOVERNING BODY) authorizes the nomination of (NAME OF PROPOSAL), including all understanding and assurances contained therein, and authorizes the person identified as the official representative of the (ADMINISTERING AGENCY) to act in connection with the nomination and to provide such additional information as may be required; and

WHEREAS, the (ADMINISTERING AGENCY) will maintain and operate the equipment acquired and installed; and

WHEREAS, the (ADMINISTERING AGENCY) will give OCTA's representatives access to and the right to examine all records, books, papers or documents related to the funded Tier 1 Grant Project; and

WHEREAS, the (ADMINISTERING AGENCY) will cause work on the project to be commenced within a reasonable time after receipt of notification from OCTA and that the project will be carried to completion with reasonable diligence; and

WHEREAS, the (ADMINISTERING AGENCY) will comply where applicable with provisions of the California Environmental Quality Act, the National Environmental Policy Act, the American with Disabilities Act, and any other federal, state, and/or local laws, rules and/or regulations;

NOW, THEREFORE, BE IT RESOLVED that the City/County of \_\_\_\_\_, hereby authorizes (NAME OF AGENCY REPRESENTATIVE) as the official representative of the (ADMINISTERING AGENCY) to accept funds for the Environmental Cleanup, Tier 1 Grant Program for (NAME OF PROPOSAL).

BE IT FURTHER RESOLVED that the City/County of \_\_\_\_\_, agrees to fund its share of the project costs and any additional costs over the identified programmed amount.

## Checklist

### **Mandatory Application Items (check all items included in this package)**

- \_\_\_\_\_ Application (Part 1 - 3)
- \_\_\_\_\_ Environmental Documentation (if applicable)
- \_\_\_\_\_ Preliminary Cooperative Agreement (if applicable)
- \_\_\_\_\_ 25% Matching Fund Requirement
- \_\_\_\_\_ Project Cost Estimate
- \_\_\_\_\_ Proposed Budget
- \_\_\_\_\_ Maps
- \_\_\_\_\_ Design / Concept Drawing
- \_\_\_\_\_ Digital Project Site Photos
- \_\_\_\_\_ Project Schedule
- \_\_\_\_\_ Draft Resolution