

**Watersheds United Vermont
DEC Enhancement Design and Implementation Block Grant
Subgrant to Memphremagog Watershed Association
Grant Requirements and Subgrant Agreement**

This Grant Agreement is between Watersheds United Vermont “WUV” and the Memphremagog Watershed Association “MWA”, or “Subgrantee” for the project: Glover Town Office Rain Gardens Implementation.

Purpose:

The purpose of this Department of Environmental Conservation (DEC) Enhancement Design and Implementation Block Grant (EDIBG) is to support eligible non-regulatory projects that meet at least one of the five statutorily defined purposes of the Water Quality Enhancement grants: Protect high quality waters, maintain or improve water quality, restore degraded or stressed waters, create resilient watersheds and communities, and/or support the public’s use and enjoyment of the State’s waters. Watersheds United Vermont subgrants funds to eligible organizations to provide support for the design and/or implementation of these Water Quality Enhancement Projects.

Grant Period:

May 15, 2025 – January 15, 2026

Subgrant Award:

WUV is awarding this subgrant to the Memphremagog Watershed Association for the Glover Town Office Rain Gardens Implementation Project for up to a maximum of **\$41,966** through WUV’s DEC Enhancement Design and Implementation Block Grant, (06140-2023-WID-CWIP-3519).

MWA estimates providing **\$8,998** in voluntary match/leverage under this subgrant; any voluntary match/leverage should be reported to WUV through DEC’s Form 430-M.

Project:

Watershed Project Database ID Number: 12293

This project falls under the Stormwater Implementation project type as defined in the DEC 2023 CWIP Funding Policy. This subgrant from WUV is for MWA to complete the implementation phase for the Glover Town Office Rain Gardens project outlined in MWA’s submitted application and in full accordance with [DEC’s 2023 CWIP Funding Policy](#).

Design and Implementation Block Grant Requirements and Deliverables:

The Subgrantee and their subcontractors will adhere to all requirements and eligibility stipulations as defined in [DEC’s 2023 CWIP Funding Policy](#) including only utilizing funds for eligible expenses under the policy. The Project must meet all eligibility screening requirements 1 through 8 as specified in pages 9 through 18 of the 2023 CWIP Funding Policy.

Definitions:

The project must meet the definition for a Stormwater Implementation (2023 CWIP Funding Policy).

Project Type	Definition
Stormwater Implementation	Implementation of high priority Tier 1 or Tier 2 stormwater management practice(s) that collect, store, infiltrate, and filter runoff that contains nutrient, sediment and/or other contaminant pollution from existing impervious, hard (e.g., paved) surfaces associated with developed/urban/suburban areas. Permit(s), access license(s)/easement(s), and operation and maintenance plan(s) are in place prior to construction. Refer to most updated Vermont Stormwater Management Manual for more information on Tier 1 and Tier 2 practices.

Performance Measures:

The performance measure(s) for this project are:

1. Acres of impervious surface treated
2. Acres of riparian buffer planted/restored
3. Number of drainage structures installed/repared

Milestones and Deliverables:

Below are the required Milestones and Deliverables. The Subgrantee is required to provide any additional information requested by WUV throughout the grant process. Deliverables should be submitted when the milestone is completed. The Final Performance Report and any remaining deliverables should be submitted either by the grant end date above or no more than three months after the completion of the project phase, whichever comes sooner.

Required Milestones and Deliverables:

Project Type	Milestones	Deliverables
Stormwater Implementation	Project initiated 10-year (minimum) DEC Operation and Maintenance (O&M) Plan signed by O&M responsible party 10-year (minimum) access license or easement (if applicable) signed by	Photo(s) of site(s) pre-implementation Permit documentation (if applicable) Signed 10-year (minimum) DEC Operation and Maintenance Plan Signed 10-year (minimum) access

	<p>landowner</p> <p>Proposal/bid solicitations issued, pre-bid site visits, and contractors selected/contracted (if applicable)</p> <p>Required permits secured</p> <p>Pre-construction kick-off meeting, walk through of the site with plans, evaluate any needs/issues/considerations for plan adjustments</p> <p>Clean Water Project Sign installed during construction if the project is considered publicly visible</p> <p>Stormwater BMP(s) implemented, final construction walkthrough</p> <p>Other permit-required activities completed or elements installed (if applicable), VDHP Treatment Plan implementation (if applicable)</p> <p>Return of Clean Water Project sign to host site (if applicable)</p> <p>Project complete</p>	<p>license or easement</p> <p>As-built drawings or red-lined 100% designs with a list of change orders describing adjustments made during construction.</p> <p>Photo(s) of site(s) post-implementation, including photo of Clean Water Project Sign (if applicable)</p> <p>Media announcement</p> <p>Final Performance Report or ANR Online Clean Water Project - Project Closeout Form (once available)</p> <p>Documentation of leverage (if applicable)</p> <p>Initial Statement of Compliance (if applicable)</p>
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The Subgrantee and its subcontractors also must adhere to all other requirements and stipulations in this document and in any correspondence with WUV on this project. Additionally, the Subgrantee will follow all stipulations required by DEC program staff and permits.

In addition to the above, the Subgrantee must provide the following:

Additional Required Information/Materials to WUV	Date Due to WUV
Subcontract Approval Forms for any contractor you provide any grant funds to during the project.	ASAP and prior to any work on the project done by the subcontractor the form is being submitted for.
W-9	Prior to start of grant work
Proof of Liability Insurance that meets State of Vermont Standards	Prior to start of grant work
Standard State Provisions for Contracts and Grants	Must follow all provisions in Attachment A and must include the language in any subcontract agreements.

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ALL required correspondence from DEC and copies of permits where applicable	Prior to start of grant work, where applicable
Procurement Policy	Must confirm with WUV that you have and are following your organization's procurement policy.

Payments and Invoicing:

These funds are cost reimbursable; WUV will only pay for eligible expenses actually incurred. MWA may submit invoices for incurred expenses as needed during the grant period. WUV will ask for applicable deliverables and/or updates as needed at the time of invoice submission. Once MWA submits invoices to WUV, WUV will submit an invoice to DEC. WUV will pay the MWA immediately upon receipt of funds from DEC. MWA invoices to WUV should include the invoice date, the grant/Glover Town Office Rain Gardens, and the number of the invoice submitted (first invoice (#1), second invoice (#2), etc.). The invoices must itemize expenses (e.g contractors, staff salary/fringe, and indirect). MWA must provide WUV with subinvoices/receipts from any vendors/ contractors. Please attach subinvoices to the invoice and email invoices directly to applicable WUV staff. MWA must submit at least one invoice per calendar year. The final invoice must be accompanied by the final deliverables. At least 10% of the total grant must be held for the final invoice. All funding is contingent upon the eventual completion of this project and meeting all reporting and deliverable requirements.

Required Communications with WUV:

1. Once the Subgrantee signs the grant agreement, WUV will reach out to schedule a Project Kick-Off Meeting with the Subgrantee. WUV will provide an overview of how deliverables and invoices must be submitted and discuss any questions about the grant.
2. The Subgrantee must notify WUV in writing if there are any changes in project scope or overall budget and obtain written approval from WUV to continue the project.
3. The Subgrantee will contact WUV when the required Vermont Department of Historic Preservation (VDHP) Project Review is complete. If the completed VDHP Project Review information was included in the Subgrantee's application to WUV, this check-in is not required. At the check-in, WUV and the Subgrantee will discuss the results of the VDHP Project Review and whether the results will impact project timeline, budget, and required deliverables.
4. For implementation projects, the Subgrantee must schedule a meeting with WUV to ensure that all permits are in place and that WUV has all pre-implementation deliverables prior to starting implementation work.
5. The Subgrantee must schedule a project close-out meeting with WUV to confirm project work is complete and all deliverables have been submitted. This meeting must occur by the grant end date or no more than three months after the completion of the project phase, whichever comes sooner.

ATTACHMENT A: STANDARD STATE PROVISIONS FOR CONTRACTS AND GRANTS

REVISED DECEMBER 4, 2023

STANDARD STATE PROVISIONS FOR CONTRACTS AND GRANTS

Subgrantee must include the following language in all subcontract agreements:

1. **Definitions:** For purposes of this Attachment, “Party” shall mean the Contractor, Grantee, or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.
2. **False Claims Act:** Any liability to the State under the Vermont False Claims Act (32 V.S.A. § 630 et seq.) shall not be limited notwithstanding any agreement of the State to otherwise limit Party’s liability.
3. **Whistleblower Protections:** The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority, or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.
4. **Use and Protection of State Information:**
 - A. As between the State and Party, “State Data” includes all data received, obtained, or generated by the Party in connection with performance under this Agreement. Party acknowledges that certain State Data to which the Party may have access may contain information that is deemed confidential by the State, or which is otherwise confidential by law, rule, or practice, or otherwise exempt from disclosure under the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq. (“Confidential State Data”).
 - B. With respect to State Data, Party shall:
 - i. take reasonable precautions for its protection.
 - ii. not rent, sell, publish, share, or otherwise appropriate it; and
 - iii. upon termination of this Agreement for any reason, Party shall dispose of or retain State Data if and to the extent required by this Agreement, law, or regulation, or otherwise requested in writing by the State.
 - C. With respect to Confidential State Data, Party shall:
 - i. strictly maintain its confidentiality.
 - ii. not collect, access, use, or disclose it except as necessary to provide services to the State under this Agreement;
 - iii. provide at a minimum the same care to avoid disclosure or unauthorized use as it provides to protect its own similar confidential and proprietary information;
 - iv. implement and maintain administrative, technical, and physical safeguards and controls to protect against any anticipated threats or hazards or unauthorized access or use;
 - v. promptly notify the State of any request or demand by any court, governmental agency or other person asserting a demand or request for Confidential State Data so that the State may seek an appropriate protective order; and
 - vi. upon termination of this Agreement for any reason, and except as necessary to comply with subsection B.3 above in this section, return or destroy all Confidential State Data remaining in its possession or control.
 - D. If Party is provided or accesses, creates, collects, processes, receives, stores, or transmits Confidential State Data in any electronic form or media, Party shall utilize:
 - i. industry-standard firewall protection;
 - ii. multi-factor authentication controls;
 - iii. encryption of electronic Confidential State Data while in transit and at rest;

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- iv. measures to ensure that the State Data shall not be altered without the prior written consent of the State;
 - v. measures to protect against destruction, loss, or damage of State Data due to potential environmental hazards, such as fire and water damage;
 - vi. training to implement the information security measures; and
 - vii. monitoring of the security of any portions of the Party's systems that are used in the provision of the services against intrusion.
 - E. No Confidential State Data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the United States, except with the express written permission of the State.
 - F. Party shall notify the State within twenty-four hours after becoming aware of any unauthorized destruction, loss, alteration, disclosure of, or access to, any State Data.
 - G. State of Vermont Cybersecurity Standard Update: Party confirms that all products and services provided to or for the use of the State under this Agreement shall be in compliance with State of Vermont Cybersecurity Standard Update in effect at the time of incorporation of this Attachment C into this Agreement. The State of Vermont Cybersecurity Standard Update prohibits the use of certain branded products in State information systems or any vendor system, and a copy is available at:
<https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives>
 - H. In addition to the requirements of this Section 12, Party shall comply with any additional requirements regarding the protection of data that may be included in this Agreement or required by law or regulation.
5. **Fair Employment Practices and Americans with Disabilities Act:** Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable, and shall include this provision in all subcontracts for work performed in Vermont. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.
6. **Taxes Due to the State:** Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
7. **Child Support:** (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, Party is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.
8. **Sub-Agreements:** Party shall not assign, subcontract, or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.
- In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and by Section 6 of Act No. 50 (2011). Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Confidentiality and Protection of State Information"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 30 ("State Facilities"); and Section 32.A ("Certification Regarding Use of State Funds").
9. **No Gifts or Gratuities:** Party shall not give title or possession of anything of substantial value (including property,

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currency, travel, and/or education programs) to any officer or employee of the State during the term of this Agreement.

10. **Certification Regarding Debarment:** Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds. Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State's debarment list at: <https://bgs.vermont.gov/purchasing-contracting/debarment>.
11. **State Facilities:** If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to, and use of, State facilities, which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.
12. **Requirements Pertaining Only to State-Funded Grants:**
 - A. **Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,000, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.
13. **Insurance:** During the term of this Agreement, the Party, at its expense, shall maintain in full force and effect the insurance coverages set forth in the Vermont State Insurance Specification in effect at the time of signing this agreement. A copy of the Vermont State Insurance Specification is available at <https://aoa.vermont.gov/sites/aoa/files/documents/Insurance%20Specification%20rev%202023%20FINAL%20PROOF%20CLEAN.pdf>

(End of State Standard Provisions)

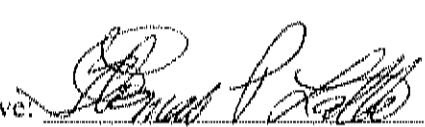
Below is the completed subcontractor approval form for your organization: Memphremagog Watershed Association. You will need to fill out a separate subcontractor approval form, which we will provide for any subcontractors you procure for this project.

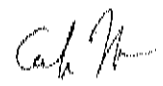
**Department of Environmental
Conservation Request for Approval to
Subgrant**

Original Grantee	Watersheds United Vermont (WUV)
Address	379 Elm Street, Montpelier VT 05602
Email Address	info@watershedsunitedvt.org
Agreement #	06140-2023-WID-CWIP-3519

Memphremagog Watershed Association	Memphremagog Watershed Association
Address	PO Box 513 Newport, VT 05855
Phone Number	781.389.4494
Contact Person	Patrick Hurley
Scope of Services	Completion of the Glover Town Office Rain Gardens Implementation Project.
Maximum Amount	\$41,966

Signature Page

Memphremagog Watershed Association	
MWA agrees to accept this grant, and MWA will adhere to all protocols and requirements in this Document and in the 2023 DEC CWIP Funding Policy. MWA is responsible for the completion of all Milestones and Deliverables for the Glover Town Office Rain Gardens Implementation Project. MWA is responsible for obtaining all required permits and will provide all required correspondence, documents and deliverables. MWA understands that all funding is contingent on the completion of this work and meeting all reporting and deliverable requirements. Funding will be provided on a cost reimbursable basis for documented eligible expenses.	
Signature of Authorized Representative: 	Date: 6/6/25
Printed Name and Title <u>Thomas P. Latta Resident</u>	

Watersheds United Vermont	
WUV agrees to follow all protocols in this Document and will provide grant funding for the completion of the for all eligible and approved expenses by DEC up to the maximum amount allocated in this grant.	
Signature of Authorized Representative: 	Date: 6/5/25
Printed Name and Title <u>Lyn Munno, Director, Watersheds United Vermont</u>	



**Watersheds United Vermont
Enhancement Design and Implementation Block Grant
Project Application**

Application Overview

Watersheds United Vermont (WUV) is administering a round of funding under the Enhancement Design and Implementation Block Grant program, which will serve to support the design and implementation of priority water quality enhancement projects. Funding is provided by the Vermont Department of Environmental Conservation’s (VT DEC) Clean Water Initiative Program (CWIP). WUV seeks proposals for the preliminary design, final design, and implementation of enhancement projects.

No match is required under this program. Voluntary leverage/match is appreciated, particularly for larger implementation projects. Please note that this funding *can* be used as match/leverage for other funding sources.

Please complete and submit this application as a Word or PDF file and submit a second document that combines the Project Readiness and Eligibility Screening Form and all other supplemental/additional documents.

Email the application and any attachments to:

WUV Director Lyn Munno at watershedsunited@gmail.com

and

WUV Grant Manager Christian Pelletier at christian@watershedsunitedvt.org

Application Due Date **March 28, 2025**

Anticipated Notification of Award.....**~4 weeks after application submitted**

All projects funded through this grant round must be complete with final invoicing and deliverables submitted by *January 15, 2027* or no more than 3-months after the completion of the project (whichever one comes sooner).

Please note that for application submission to be complete, you must submit the following documents:

- 1. WUV Enhancement Design and Implementation Block Grant Full Application (this application)**
- 2. Project Readiness and Eligibility Screening Form - [Project Readiness and Eligibility Form](#)**
- 3. Any additional documents indicated in Section 8 of this application**

Please submit these documents in the same email. Combine 2 and 3 above into one document and keep the application as a separate document.

WUV Enhancement Design and Implementation Block Grant

**WUV Enhancement
Design and Implementation Block Grant Project Application
Application Due Date: March 28, 2025**

Email completed application to lyn@watershedsunitedvt.org and christian@watershedsunitedvt.org

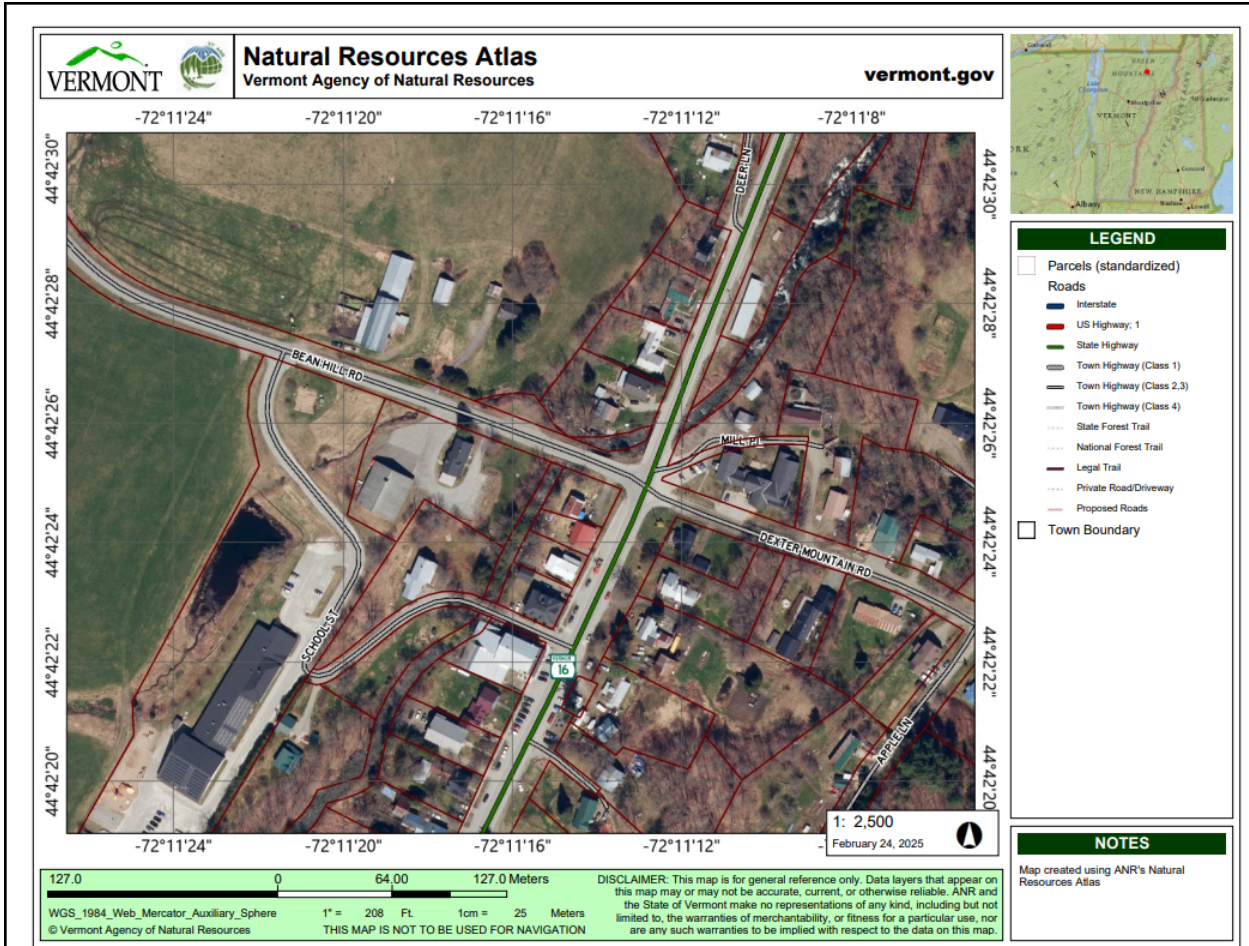
<i>Project Eligibility</i>
Did you complete the <i>Project Readiness and Eligibility Screening Form?</i>
<input checked="" type="checkbox"/> Yes
The Project Readiness and Eligibility Screening Form must be completed and submitted at the same time as this application. The form can be found here: Project Readiness and Eligibility Form
Please Review the following eligibility documents before completing this application:
1) <i>WUV Enhancement DIBG Grant Guidelines</i>
2) <i>2023 Clean Water Initiative Program Funding Policy: 2023 CWIP Funding Policy</i>
3) <i>Enhancement Eligible Project Types Spreadsheet – can be found here: https://watershedsunitedvt.org/resources/block-grants</i>
<input type="checkbox"/> Please check this box to indicate you have reviewed the above materials for the enhancement grant design and implementation block grant.
All documents can be found on the WUV website at: https://watershedsunitedvt.org/resources/block-grants

1. APPLICANT INFORMATION
Organization Name: Memphremagog Watershed Association, Inc.
Mailing Address (include Town, State, Zip Code): PO Box 513 Newport, VT 05855
Name of Point of Contact: Patrick Hurley
Title of Point of Contact: Project Manager
Phone Number: 781.389.4494
E-mail Address: phurley@mwavt.org

WUV Enhancement Design and Implementation Block Grant

2. PROJECT INFORMATION
Project Title: Glover Town Office Rain Gardens
Watershed Project Database Number: 12293
<p>Project Phase (may check up to 2 boxes if applicable):</p> <p><input type="checkbox"/> Preliminary Design <input type="checkbox"/> Final Design <input checked="" type="checkbox"/> Implementation</p> <p>Project Type:</p> <p><input type="checkbox"/> Lake Shoreland <input type="checkbox"/> Rivers – Floodplain/Stream Restoration <input type="checkbox"/> Forestry <input type="checkbox"/> Wetlands <input checked="" type="checkbox"/> Stormwater <input type="checkbox"/> Roads Project <input type="checkbox"/> Roads/Stormwater Gully <input type="checkbox"/> Agricultural Pollution Prevention</p>
<p>Is this project non-regulatory? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If No, the project is not-eligible, please contact WUV.</p>
<p>Project Address and Location including watershed/sub-watershed (provide as much detail as you are able): 51 Bean Hill Rd, Glover, VT 05839</p> <p>Project GPS coordinates (e.g. 44.26278, -72.58054): 44.70701, -72.18785</p> <p>Project Locator Map (please insert here):</p>

WUV Enhancement Design and Implementation Block Grant



Is the proposed project located in a watershed with access to Water Quality Restoration Formula Grants (Champlain and Memphremagog Basins)?

Yes
No

If Yes, please indicate why you think this project will fit best in the Enhancement Design and Implementation Block Grant as opposed to the Water Quality Restoration Formula Grant program: **This project does not provide significant phosphorus reduction credits (0.59 kg P /yr) or a competitive cost efficiency (\$ / kg P) due to the small drainage area and limited size of treatment practice. However, due to the high visibility, potential for public education, and multiple stacked BMPs that will be implemented, we feel this is a perfect project for Enhancement grants.**

Enhancement Design and Implementation Block Grant Project Funding Request (see budget):
\$41,965.52

Total leveraged/matching funds (if applicable):
\$8,998.00

Total Project Cost (including leverage): **\$50,963.52**

WUV Enhancement Design and Implementation Block Grant

3. LANDOWNER INFORMATION
Landowner Type: <input checked="" type="checkbox"/> Public <input type="checkbox"/> Private
Summary of landowner contact and interest: The Glover Selectboard has been involved in the development and design of this project. They have provided several letters of support during this process. Attached to the screening form are the signed O&M Agreement and a letter of support. They are also contributing in-kind match by providing materials such as sand, gravel, cobble, and boulders for free.

4. MILESTONES AND DELIVERABLES
I have read and understand the associated milestones and deliverables for the applicable project type as outlined in the 2023 CWIP Fiscal Policy and the Enhancement Project Types Table (table is available at https://watershedsunitedvt.org/resources/block-grants)
Yes <input checked="" type="checkbox"/>
Please indicate the performance measures below:
Performance Measure 1: Acres of existing impervious surface treated Quantitative Value/Unit: 1.33 Acres
Performance Measure 2 (if applicable): Acres of riparian buffer planted/restored Quantitative Value/Unit: 0.05 acres
Performance Measure 3 (if applicable): Number of drainage structures installed/repared Quantitative Value/Unit: 1 drainage structure installed

5. PROJECT SUMMARY
a. PROJECT DESCRIPTION (approximately 400 words) – MWA will work with Greenleaf Design, LLC (designer) to construct two rain gardens, a set of infiltration steps, a stormwater conveyance swale, and expand an existing riparian buffer along the Barton River at the Glover Town Clerk’s Office & Library on Bean Hill Road. A lined stormwater conveyance swale will direct parking lot and rooftop runoff through a proposed

driveway culvert and into the larger of the two rain gardens. Runoff discharging from the driveway culvert as well as directly from Bean Hill Rd will enter the rain garden through a stabilized stone inlet/energy dissipator. The rain garden will be excavated to a depth of 2', backfilled with 1' of sandy filter media, and provide 1' of ponding depth. Biofiltration will treat smaller rain events, and overflow during high events will exit the rain garden through a stone outlet and disperse slowly and broadly across the flat yard before filtering through the riparian buffer along the Barton River. This treatment practice was designed to accommodate the River Corridor rules and meets the requirements for "infill development".

A second, smaller rain garden/infiltration swale will be located at the toe of the slope near the Office parking area. This infiltration practice will also have a stone inlet/energy dissipator. This treatment practice was designed as a linear feature to accommodate the River Corridor rules and meets the requirements for "infill development".

A set of infiltration steps will separate the 2 rain gardens. This will direct foot-traffic around the sensitive rain gardens and also serve to filter and treat runoff that would flow between the two practices. The steps will prevent erosion and scour that would result from runoff and overuse of a steep slope that is used to access the lower lawn area.

The existing riparian buffer along the Barton River will be expanded through "bump-outs" that consist of native edible shrubs such as elderberry, highbush cranberry, blueberry, wild raisin, and serviceberry. The Town wishes to preserve a portion of the lawn for public space and gatherings, so the bump-outs have been designed to maximize buffer footprint while accommodating public use and safety (i.e., clear line of sight).

Lastly, an informational sign will be installed to teach the public about the intent of the project, the funding source, and the importance of adopting water quality protection and stormwater management practices such as rain gardens, infiltration steps, and riparian buffer.

b. PROJECT NEED (approximately 200 words) - Please describe how this project was prioritized (make sure to indicate the prioritization source), why the project is a priority, and why this funding is necessary to complete this project?

MWA identified this project during development of the 2016 Memphremagog Stormwater Master Plan. It was listed within the top 20 non-regulatory stormwater projects in Basin 17. MWA obtained a Design Block Grant from VACD in 2022 and completed this effort in late 2024. Glover Village is a densely developed downtown area with few opportunities for stormwater management due to the historic buildings and fully built-out conditions. Furthermore, the Barton River flows immediately next to the project and receives untreated runoff from the Fire Dept, Clerk's Office, and Bean Hill Road. The rain gardens are a priority project for this funding because the scope of work does not provide a competitive P reduction credit which would allow for funding to be obtained through the Formula Grants program. Given the high visibility, public education opportunities, benefits to recreational and open space, and the multi-faceted treatment practices that showcase low-tech stormwater management solutions, this project should be considered an excellent candidate for the Enhancement Grants program.

c. SCOPE OF WORK (approximately 200 words) – Please give a description of the work to be accomplished under this grant including a timeline. Note: all project funds must be utilized by January 15, 2027.

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May 2025 – execute grant agreement with WUV & finalize contract with Greenleaf Design for implementation oversight, plant & materials procurement, & subcontractor selection.
May 2025 – order plants from nurseries and/or conservation district plant sales.
June 2025 – pre-construction meeting with Town representatives, Greenleaf Design, subcontractors & MWA.
August 2025 – construct 2 rain gardens, infiltration steps, stormwater conveyance swale, and plant riparian buffer with selected subcontractors overseen by Greenleaf Design.
August 2025 – final walk-through and punch list items with MWA, Greenleaf, and selected contractors.
September or October 2025 – perform as-built survey and develop red-line drawings.
October 2025 – ensure payment has been made for all contractors & vendor invoices.
November 2025 – submit all deliverables including Final BMP Performance Report.
December 2026 – close out grant.

f. BARRIERS (approximately 200 words) –

Barriers to this project include plant availability in the late Spring when MWA anticipates a grant agreement being finalized with WUV. MWA has inquired with preferred contractors regarding their availability and feels confident that the work can be completed in Summer 2025, contingent upon plant materials availability. Summer floods are also a potential barrier as the project is in a flood-prone Town and contractors may be pulled away to respond to flood damages.

g. ENVIRONMENTAL JUSTICE (approximately 100 words) – Please briefly describe if and how your project will support an Environmental Justice focus population or an otherwise historically under-represented group?

Glover Village is a historically underserved group in the Memphremagog Basin in terms of Water Quality project as there are not many opportunities for floodplain restoration or stormwater management in the village center. Moreover, the Northeast Kingdom is economically depressed compared to many parts of Vermont and grant funds are critical to support green infrastructure projects.

6. PROJECT PURPOSE

For a project to be eligible for this funding, it must meet at least one of the 5 listed statutorily-defined purposes for the Enhancement Grant Program below. Please check the project purposes that apply to your project:

Please see the grant guidelines for definitions of the 5 statutory purposes of the grant.

- Protect high quality waters
- Maintain or improve water quality
- Restore degraded or stressed waters
- Create resilient watersheds and communities
- Support the public's use and enjoyment of the State's waters

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How do you expect the proposed project to benefit high-quality waters? Please make sure to indicate how your project site fits into the definition of high-quality waters (see WUV grant guidelines pg. 5 for full definition). N/A

How beneficial do you expect the proposed project to be in terms of maintaining or improving water quality; please indicate all water quality benefits including nutrient and sediment reduction values if known? **This project will maintain and improve water quality by managing and treating stormwater runoff from impervious areas and increasing riparian buffer density along the Barton River. The proposed rain gardens will trap sediment and remove phosphorus, nitrogen, oil & grease, and other pollutants that wash off Bean Hill Road and the Fire Dept & Clerk’s Office parking lots. This will result in less sediment and pollutant loading to the Barton River and Lake Memphremagog. Up to 0.59 kg P/year are anticipated to be removed by the rain gardens, which will treat a 1.55-acre drainage area. This figure does not include the sediment that will be captured by the system, which is considerable due to the heavy winter sand application on Bean Hill Rd and the Town Office parking lots.**

How will the proposed project help to restore degraded or stressed waters? **Lake Memphremagog is listed as impaired and has a Total Maximum Daily Load (TMDL) for phosphorus. The Barton River drains to Lake Memphremagog and is the second highest riverine P load to the Lake, according to the Tactical Basin Plan (2023) and Memphremagog TMDL (2017). The project site is directly adjacent to the Barton River and runoff from the site currently flows untreated into the Barton River.**

How beneficial do you expect the proposed project to be in terms of creating a resilient watershed and community? **This project will also create a more resilient watershed and community in Glover by educating and engaging the public around water quality and watershed health. The highly visible location (Town Clerks Office, Library & Fire Dept) will raise awareness of several low-tech practices that can be implemented to manage runoff, mitigate flooding, and reduce sediment loading. An informational sign posted at the Project Site will educate visitors as to how they themselves can utilize these approaches.**

How beneficial do you expect the proposed project to be in terms of supporting the public’s use and enjoyment of the State’s waters? N/A

7. PERMIT DETAILS

For all projects:

Will you be able to complete the Vermont Division for Historic Preservation (VDHP) Project Review? (All projects must go through VDHP review under this grant unless exempted under guidelines on page 28 of the [2023 CWIP Funding Policy](#))

- Yes
- No:

Please see the VDHP Project Review Form here: [VDHP Project Review Form](#)

Additional information provided in WUV’s Grant Guidelines

This project was reviewed by VDHP and received a Finding of No Effect.

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For Implementation Projects only:

Have all permits been secured for this project

Yes

No:

*If yes, please list all secured permits for this project: **An exemption for the Flood Hazard & River Corridor permit was confirmed by Sacha Pealer, DEC River Scientist & Floodplain Manager. The project was designed to comply with “infill development” requirements and is therefore exempt from permitting. No permanent structures are being installed and the rain gardens are not creating berms or raising the floodplain elevations. No permits are required beyond confirmed exemptions from Rivers & Wetlands programs. The project was cleared of historic or cultural resource impacts.***

For Design Projects only:

Please list the anticipated permits for this project, if potential permits have not been explored yet as part of the design process, please indicate that here:

8. ADDITIONAL DOCUMENTS

Any additional documents should be attached to the Project Readiness and Eligibility Screening Form and emailed with the application. It is indicated next to the document type if the document is required for the project phase. Check any of these additional documents you are submitting with your application.

1. Site Plan(s) *(required for implementation projects)*
2. Site Photos *(required for implementation projects)*
3. Written landowner commitment to implement project *(required for implementation projects)*
4. Written landowner commitment to project phase being applied for *(required for design projects)*
5. Project Feasibility Studies
6. Additional Bid(s), Quote(s), or Proposal(s)

Please list any additional documents included in application here:

- **Quote for gutters to be covered by Town of Glover and included as match**

9. PROJECT BUDGET

BUDGET TABLE: Please complete the table below.

WUV Enhancement Design and Implementation Block Grant

Expense/Item	Block Grant Request	Leveraged Funds/ Match	TOTAL
Project Management/Completion: all direct staff expenses including salary and fringe benefits (all deliverables documentation and reporting tasks should also be included)	\$3,575.00		\$3,575.00
Mileage	\$220.50		\$220.50
Contractual (can include up to 15% contingency)	\$21,850.00		\$21,850.00
Other eligible direct costs (see 2023 CWIP Funding Policy)	\$14,320.02	\$8,998.00	\$23,318.02
<i>Project Completion SUBTOTAL</i>	\$39,965.52	\$8,998.00	\$48,963.52
Indirect: <ul style="list-style-type: none"> • Up to 10% on indirect for up to \$50,000 of contractual costs and up to 10% on all other eligible expenses (project management, mileage, etc). 	\$2,000.00		\$2,000.00
<i>Project Completion TOTAL (Project Completion SUBTOTAL + Indirect)</i>	\$41,965.52	\$8,998.00	\$50,963.52

BUDGET NARRATIVE:

MWA staff bill out at \$65/hour. Mileage is charged at the Federal rate (\$0.70 for 2025) and expenses are reimbursed at cost. This budget includes 55 hours of staff capacity and 315 miles, or 8 round trips from the office to the site. Project Management tasks include grant admin, contracting, stakeholder coordination, planning & procurement, construction oversight, as-built drawings, and reporting.

Contractual costs are based on rates and estimates provided by the excavator contractor, conservation crew subcontractor, and landscape designer. A total of \$21,850.00 is allocated to this task.

***Other eligible expenses* include supplies, materials, and contingency. Materials (e.g., plants, sand, stone, seed, timber, culvert, etc.) were estimated to be up to \$10,038.00. MWA is tax exempt and utilizes this where possible when purchasing materials and supplies. A 12% contingency was applied to the project completion subtotal, amounting to \$4,282.00. This contingency may be used to cover unanticipated material, supplies, labor, or project management costs.**

A lump sum of \$2,000 was used for Indirect, which amounts to approximately 5% rate.

Source of Leverage/Match in Budget Table

If you indicated any leverage/match in the budget table, please indicate the source here:
Leveraged funding/match will be provided by the Town of Glover Roads Department. Match will be considered in-kind labor or materials. In-kind labor may include excavation, hauling, and staff coordination time. In-kind materials include gravel, round river rock, and boulders. The

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Town of Glover is also installing gutters around the Town Clerks office, which is critical for properly conveying rooftop runoff into the rain garden and other best management practices. In total, Glover Town is anticipated to provide up to \$8,998.00 in match.

What is the current status of the leveraged/match funds (applied for, anticipated, obligated, awarded, funds received, funds currently frozen, etc): **Verbally awarded.**

Using this funding as Match/Leverage
(Under this round of funding some EDIBG funds may be used as required match for other funders)

Will this funding be used as match/leverage for another source of funding?

- Yes
- No

Funding request amount anticipated to be used as match: **\$8,998.00**

Funding Source that Clean Water Block Grant funds will be matched with: **Town General Funds**

Additional details:

10. TECHNICAL ASSISTANCE

Under this round of funding, WUV hopes to offer technical assistance on a limited basis to sub-grantees if needed during the design and implementation process. Please see the 2023 CWIP Guideline (pg. 23) [2023 CWIP Fiscal Policy](#) for details on the technical assistance allowance.

Please indicate below any areas where you would be interested in receiving technical assistance during your project. If you select any of these categories, WUV will reach out with next steps to determine if we can provide technical services.

- Consultant support for VDHP Review Process and Form
- Project Management Support (Bid Preparation, Permit Support)
- On-site Project Management
- Other: