

# Appendix A

## SFY09 319(h) Application Cover Sheets

The following (2) cover sheets are to be included as the first and second page of each complete grant application package. A basic explanation of terms used is provided at the end of this Appendix.

**Applicant Information**

1) Applicant Organization Name: \_\_\_\_\_

2) Organization Address: (street name and #) \_\_\_\_\_  
(city, state, zip code) \_\_\_\_\_

3) Organization Numbers: Phone #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Fax #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

4) Contact Person: \_\_\_\_\_, \_\_\_\_\_  
(name) (title)

5) Contact's Phone: \_\_\_\_\_

6) Contact's Email: \_\_\_\_\_

**Consultant Information**

7) Contact Person: \_\_\_\_\_, \_\_\_\_\_  
(name) (title)

8) Address: \_\_\_\_\_

9) Contact's Email \_\_\_\_\_

10) Contact's Phone: \_\_\_\_\_

**Watershed Information**

11) WMA (# and name): \_\_\_\_\_

12) HUC-14(s) (# and name as per the New Jersey 2006 Integrated List)  
\_\_\_\_\_

13) List of All Waterbodies Affected by Project and Their Status:

A) \_\_\_\_\_  
Status) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B) \_\_\_\_\_  
Status)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C) \_\_\_\_\_  
Status)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D) \_\_\_\_\_  
Status)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Add additional Waterbodies with status as appropriate.)

**Implementation Proposals:**

14) Implementation Project Name: \_\_\_\_\_

15) Name of Watershed Plan Project is Implementing: \_\_\_\_\_  
\_\_\_\_\_

16) Primary Waterbody Affected: \_\_\_\_\_

17) Type of NPS Implementation Project \_\_\_\_\_

18) Primary Pollutant Targeted: \_\_\_\_\_

19) Additional Pollutants Addressed: \_\_\_\_\_  
\_\_\_\_\_

**Project Information**

20) Grant Amount Requested: \$ \_\_\_\_\_

21) Project Duration in Months: \_\_\_\_\_

22) Local Match (+) \$ \_\_\_\_\_

23) Project Total (=) \$ \_\_\_\_\_

24) Legislative District Number(s): \_\_\_\_\_

- **Please do not include the following pages (3 & 4) of Appendix A with submitted proposal.**

### **Description of Elements found on Cover Sheets**

*Applicant Organization Name (lines 1-3)* - is the eligible entity applying for 319(h) funding. Fill in the organization's address, fax, and phone number.

*Contact Person (lines 4-6)* is the person in that eligible entity that can be contacted for additional information. The contact person may not be an independent contractor. On the lines provided, include the contact's name, title, phone number, and e-mail address.

*Consultant Contact Person (lines 7-10)* – is the independent contractor providing professional services regarding the grant application. This information should be provided if the applicant prefers that the Department work directly with the consultant regarding the grant application. Please provide contact name, address, phone, and email information.

*WMA (line 11)* - is the watershed management area that contains the proposed implementation project or planning watershed. Both the WMA number and name should be included.

*HUC 14(s) (line 12)* - is the 14-digit hydrologic unit code(s) of the subwatershed(s) contained in the proposed project area.

*List of All Named Waterbodies in Project Area (line 13)* - is a complete list of all named waterbodies in the proposed project area. This section must be supplemented with an appendix that includes the complete report on the condition of each waterbody listed as found on both the *New Jersey 2002 and 2006 Integrated Water Quality Monitoring and Assessment Report*.

*Implementation Project Name (line 14)* - is a concise statement of the particular nonpoint source implementation project proposed. The name should not include “A Proposal for” or “An Application for” in the title.

*Watershed Plan Project is Implementing (line 15)* - is the name and date of the New Jersey Department of Environmental Protection approved watershed-based plan that specifically describes the need for the proposed project.

*Primary Waterbody Affected (line 16)* - is the waterbody that is the target of the nonpoint source implementation project. Water quality improvement will be achieved on this waterbody through the implementation of the proposed project.

*Type of NPS Implementation Project (line 17)* is a descriptive category by which the proposed implementation project can be described.

*Primary Pollutant Targeted (line 18)* - is the reason the nonpoint source implementation project is being proposed. The abatement of this pollutant is the main focus of the project.

*Additional Pollutants Addressed (line 19)* - are pollutants that will be addressed by the nonpoint source implementation project that are secondary to the primary targeted pollutant(s).

*Grant Amount Requested (line 20)* - is the amount of funding sought from the 319(h) Grant Program.

*Project Duration in Months (line 21)* - is an estimate of the time needed to complete the project in months. Estimations should factor in administrative start up time and anticipated delays. There is no penalty for completion of a project ahead of schedule, while “no cost time extensions” will only be granted in extenuating circumstances.

*Local Match (line 22)* - is the amount of local funding dedicated to the project.

*Project Total (line 23)* - should equal the *Grant Amount Requested* for the project.

*Legislative District(s) in Planning or Implementation area (line 24)* - is a list of state legislative districts found within the proposed planning area.