

2027 Stormwater Property Assessment and Technical Assistance Grants Request for Proposals

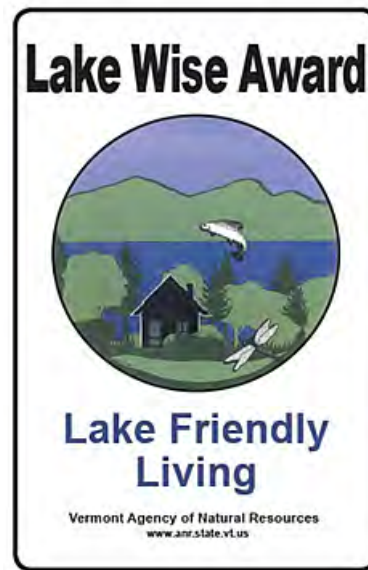
Informational Webinar

October 15, 2026



Opportunity Overview

Funding supports selected applicants to complete Lake Wise, Stream Wise, and/or Rain Wise educational property assessments in the local Lake Champlain Basin communities they serve.



RFP Details

Grants of up to \$25,000* will be awarded

- **Timeline:** Mid-March 2027 – December 31, 2027
- **Task-based schedule** funds:
 - A. Training/Quality Assurance (*personnel and travel costs*)
 - B. Purchase of office or field assessment supplies (*supplies costs*)
 - C. Outreach efforts (*personnel and travel costs*)
 - D. Supporting landowners via technical assistance (*personnel and travel costs. Professional services costs are also allowed*)
 - E. Providing feedback (*personnel and travel costs*)
 - F. Meeting reporting requirements (*personnel costs*)

*Selected applicants with active grant contracts will also be eligible to separately submit purchase order requests through LCBP/NEIWPC or the GLFC (of up to \$10,000 each) to install or maintain approved best management practice projects identified during the Lake Wise, Stream Wise, or Rain Wise assessments.



Credit: Greensboro Association

Applicant Eligibility

One proposal may be submitted per eligible organization or entity. Proposals are evaluated through a confidential peer review process.

Applicants must work within the Lake Champlain Basin.

Eligible applicants include :

- Colleges and universities
- Nonprofit organizations
- NY Soil and Water and VT Natural Resource Conservation Districts
- Non-federal/non-state government agencies, including municipalities



Credit: Lake Wise

Partnerships and collaborations

Applicants may submit proposals as part of a collaborative team comprising multiple organizations.

However, each application must designate a single organization as the primary applicant.

The primary applicant will be responsible for holding and managing the contract and ensuring project compliance.

Other Contract Requirements

- Workplan
- Procurement for $\geq \$15,000$
- Budget: task-based reimbursement
- Receipts $\geq \$1,000$ for supplies or professional services
- U.S. based applicants must have an active UEI and be registered in SAM.gov
- Hold insurance throughout the grant period with coverage of not less than \$2M combined & \$3M aggregate

lcbp.org/about-us/grants-rfps/grant-toolkit/

Suggested task-based schedule – Task 1

- A. Training/Quality Assurance (*personnel and travel costs*)
- B. Purchase of office or field assessment supplies (*supplies costs*)

Task	Task title	Summary of task goal(s)	Output(s) and deliverable(s)	Timeline
1	Attend training sessions	Attend Stream Wise, Lake Wise, or Rain Wise Assessor training sessions.	Training documentation forms submitted.	March - June 2027
	Purchase Supplies	Purchase office or field supplies that support assessment work.	Supplies purchased summary including copy of receipts	
	Approved QAPP(s)	Sign onto quality assurance procedures that will maintain assessment performance	Approved Quality Assurance Project Plan(s).	



Credit: Stream Wise



Credit: Lake Wise

Quality Assurance Project Plans

A Quality Assurance Project Plan (QAPP) is required for the collection of Lake Wise, Stream Wise, and Rain Wise data. LCBP developed generic QAPPs for the three assessment protocols that will be updated every three years and approved by NEIWPCC and EPA. If awarded funding, Project staff will be required to read the applicable Quality Assurance Project Plan, complete a cover page and training documentation form, and submit the documents to the LCBP Project Officer. The QAPP must be fully approved before any data collection or analysis activities can begin on a project. NEIWPCC/LCBP will not pay for any data collection or analysis activities started prior to development and receipt of a fully approved QAPP.

A QAPP is a formal document describing the quality assurance, quality control, and technical activities that must be implemented to ensure that the results of the work performed will satisfy the project performance criteria.

- Section A. Project Management
- Section B. Data Generation and Acquisition
- Section C. Assessment and Oversight
- Section D. Data Validation and Usability

Lake Wise Assessment QAPP (Generic)
2024-2026
Last Updated 7/15/24

Generic QAPP:
Lake Wise Assessment Program
Version 3

EPA Grant #: LC00A01141
EPA QA Tracking: 924159
NEIWPCC QAPP ID: Q24-010

Prepared by:
Lauren Jensen, Lake Champlain Basin Program

Prepared for:
Lake Champlain Basin Program
24 West Shore Road
Grand Isle, VT 05455

The generic Quality Assurance Project Plan contained herein was prepared by the LCBP in 2024 for use by LCBP/NEIWPCC-funded Lake Wise Assessment Programs. All programs will adhere to its guidelines and provide specific project information to be amended into a version for this QAPP and reviewed by the LCBP Project Officer and NEIWPCC Lake Wise Program QASWAs before approval. If deviations from the plan are necessary, a memo explaining the changes must be prepared and approved by the undersigned.

<i>Lauren Jensen</i> Lauren Jensen, Project Officer and QA Manager, LCBP	7/9/2024
<i>Alison Marchione</i> Alison Marchione, Lake Wise Program QA Officer, VTDPB	7/8/2024
<i>Erin B. Dore</i> Erin B. Dore, Quality Assurance Program Manager, NEIWPCC	7/15/24
BRYAN DORE Digitally signed by BRYAN DORE Date: 2024.07.15 15:16:10 -0400	Date:
Bryan Dore, Project Officer, EPA	Date:
NORA CONLON Nora Conlon, Quality Assurance Reviewer, EPA	Date:

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Credit: Lake Wise

Generic Quality Assurance Project Plans

Lake Wise	Stream Wise	Rain Wise
- Each organization must designate 1 person to be the <i>Program Manager</i>. Alison Marchione is the <i>Lake Wise Program QA Officer</i>. - The <i>Program Manager</i> is charged with: - Ensuring that all assessors read and adhere to the quality assurance standards and protocols as outlined in the QAPP. - Ensuring that all staff receive appropriate training and their training is noted on the Appendix B “Training Documentation Form” submitted as a grant deliverable. - Ensuring that the landowner, the Lake Wise Program QA Officer, and the LCBP Project Officer receive the most up-to-date summary report for an assessed property. - The Lake Wise Program QA Officer ultimately responsible for - Ensuring consistent delivery of messaging and educational materials during the property assessments. - All Lake Wise Award status designations in the State of Vermont. - All Lake Wise best management practice recommendations - The following information must be provided in the grant final report: # of property owners who sign up for a Lake Wise assessment, # of Lake Wise assessments completed, and # of Lake Wise awarded properties. - The landowner summary reports must be saved at your office for at least three years following completion of the project.	- Each organization must designate 1 person to be the <i>Program Manager & QA Officer</i>. - The <i>Program Manager & QA Officer</i> is charged with: - Ensuring that all assessors read and adhere to the quality assurance standards and protocols as outlined in the QAPP. - Ensuring that all staff receive appropriate training and their training is noted on the Appendix B “Training Documentation Form” submitted as a grant deliverable. - Ensuring consistent delivery of messaging and educational materials during the property assessments. - Reviewing all Stream Wise Landowner Reports (a minimum of 10% in full) to ensure that data collected in the field during an assessment is uploaded into the Survey123 App in accordance with the Stream Wise Assessment Protocol and Acceptance Criteria prior to submitting an invoice to the LCBP/NEIWPC for task completion. - The responsibility for all Stream Wise Award status designations issued by their organization. - Ensuring that the landowner and the LCBP Project Officer receive the most up-to-date summary report for an assessed property. - The following information must be provided in the grant final report: # of property owners who sign up for an assessment # of Stream Wise assessments completed # of Stream Wise Awarded properties - The landowner summary reports must be saved at your office for at least three years following completion of the project.	- Each organization must designate 1 person to be the <i>Program Manager & QA Officer</i>. - The <i>Program Manager & QA Officer</i> is charged with: - Ensuring that all assessors read and adhere to the quality assurance standards and protocols as outlined in the QAPP. - Ensuring that all staff receive appropriate training and their training is noted on the Appendix B “Training Documentation Form” submitted as a grant deliverable. - Ensuring consistent delivery of messaging and educational materials during the property assessments. - The responsibility for all best management practice recommendations issued by their organization. - Ensuring that the landowner and the LCBP Project Officer receive the most up-to-date summary report for an assessed property. - The following information must be provided in the grant final report: # of property owners who sign up for an assessment # of assessments completed - Brief summary of the stormwater technical assistance recommendations provided during the assessments - The landowner summary reports must be saved at your office for at least three years following completion of the project.

Suggested task-based schedule – Tasks 2-4

- C. Outreach efforts (*personnel and travel costs*)
- D. Supporting landowners via technical assistance (*personnel and travel costs*)

Task	Task title	Summary of task goal(s)	Output(s) and deliverable(s)	Timeline
2	Field Season Part 1	Conduct <i>outreach</i> to engage with property owners to participate in Stream Wise, Lake Wise, or Rain Wise. <i>Celebrate</i> successes to engage more property owners. Conduct Stream Wise, Lake Wise, or Rain Wise Desktop and Field Visit Assessments including pre/post assessment conversations with landowners and writing/delivering summary reports Plan, design, install, and maintain approved Lake Wise, Stream Wise, or Rain Wise best management practices identified from completed assessments.	Summary of work completed, including visuals and relevant project metrics Copy of completed landowner summary report(s)	June - July 2027
3	Field Season Part 2	Same as task 2	Same as task 2	August - September 2027
4	Field Season Part 3	Same as task 2	Same as task 2	October - November 2027



Credit: Stream Wise



Credit: Lake St. Catherine Association

Suggested task-based schedule – Tasks 5-6

- E. Providing feedback (*personnel and travel costs*)
- F. Meeting reporting requirements (*personnel costs*)

Task	Task title	Summary of task goal(s)	Output(s) and deliverable(s)	Timeline
5	Provide Feedback	Record and share feedback on program material	Participation recorded	Contract execution - November 2027
6	Approved Quarterly and Final Reporting	Complete quarterly reporting requirements. Compile project summary, required project metrics, and all project deliverables utilizing the LCBP final report template.	Approved Quarterly Reports Approved Final Report Project metrics report	Quarterly reports submitted throughout contract period. Final Report and all deliverables due by December 31, 2027

Reporting and Metrics

Reporting

- Quarterly Reports
- Final Report
- Invoicing only by completed tasks
- LCBP templates
- Tangible deliverables

Metrics

- Reporting metrics track deliverables and assess project reach/success
 - Based on strategies identified in OFA
- | | |
|---|---|
| <ul style="list-style-type: none">• Total # hours spent on task• Audience types engaged• # in-person outreach events promoting Lake Wise, Stream Wise, Rain Wise with participant list(s) and photo(s)• # social media posts, blog posts, email blasts, or news article posts• # press releases• # landowners reached/entries of Stream Wise, Lake Wise, or Rain Wise assessments submitted within Survey123• # of identified and/or recommended discrete Type A stormwater best management practices (no phosphorus-reduction calculation can be made, i.e., rain barrel, gutters, rain chain) | <ul style="list-style-type: none">• # of identified and/or recommended discrete Type B stormwater best management practices (phosphorus-reduction calculation can be made using VTDEC CWIP / NYSDEC protocols, i.e., gravel wetland, rain garden, infiltration trench, riparian buffer planting)• # Best management practices installed or maintained• # trees planted• Area stewarded or enhanced• Length of stream/river stewarded or enhanced• Length of lake shoreland habitat stewarded or enhanced |
|---|---|

Evaluation and selection criteria

Proposals received in response to this RFP will undergo a confidential external peer review, and will be awarded by the Lake Champlain Steering Committee according to the following criteria:

- 1. Likelihood of success (30 points)** The extent to which the project team demonstrates their history and success in engaging with community members in their selected location(s) and that high quality project outputs will be accomplished with on schedule and within the proposed budget.
- 2. Experience (30 points)** Demonstrated experience engaging with landowners, including completing educational property assessments (15 points) and installing small-scale Lake Wise, Stream Wise, or Rain Wise best management practices (15 points).
- 3. Outreach (20 points)** The extent to which the planned outreach campaign strategy is described, targeted to local geographies, and will engage with property owners to participate in Stream Wise, Lake Wise, or Rain Wise assessments and celebrate successes to engage more property owners.
- 4. Partnerships (10 points)** Plan for leveraging community and regional partnerships.
- 5. Budget (10 points)** Appropriateness, efficiency, and accuracy of proposed funding request, project budget, and non-federal match for the scope and outputs of the project.
- 6. Prior performance of project team (10 points)** Extent to which the project team has successfully completed LCBP projects in the past with high quality outputs delivered on time with planned schedules and within planned budgets. New applicants and those with a record of success with delivering high quality outputs on time and within budgets for LCBP projects will receive a full score (10 points) in this category.

Best Management Practice Purchase Orders

Selected applicants with active grant contracts will also be eligible to separately submit purchase order requests through LCBP/NEIWPCC or the GLFC (of up to \$10,000 each) to install or maintain best management practice projects identified during the Lake Wise, Stream Wise, or Rain Wise assessments.

Quote

+

W-9

+

If applicable, Certificate
of Insurance



HEALTHY LAND. CLEAN WATER. VIBRANT COMMUNITY.

Purchase Order 3

6/23/2026

Buyer

Ira Shadis

Friends of the Mad River

ira@friendsofthemadriverr.org

Seller

Curt Lindberg

Waitfield Conservation Commission

cwclindberg@gmail.com

Agreement:

LS-PO-2026-047

Stream Wise restoration

Description of work to be completed

University of Vermont interns are hired by the town of Waitfield and will be subcontracted at an hourly rate to Friends of the Mad River. This crew will work on enhanced survivorship activities and introduced species removal at the Robillard property.

Jen and Luc Robillard

FMR conducted a StormSmart assessment in fall, 2024, and a Stream Wise assessment in spring, 2025. We have been engaged in several years of introduced species removal and management. We also planted about 40 stems of overstory trees in an initial riparian restoration project in fall, 2024. We followed that up with another planting of 20 overstory trees in a spring, 2025 planting.

Item	Quantity	Cost / Unit	Total Cost
Restoration Work Crew	36 hrs	\$18.96	\$682.56
Restoration Work Crew Lead	6 hrs	\$25.27	\$151.62
Please Pay:			\$834.18

Thank you for your partnership!

P.O. Box 255, Waitfield VT 05673 • Phone: (802) 496-9127 • Email: ira@friendsofthemadriverr.org

W-9

COI

COI is needed if quote includes personnel time or professional services

Best Management Practice Purchase Orders

Supplemental Documents

Landowner Report



Site Plan



Reference Guidance document(s)



Best Management Practice Purchase Orders

Selected applicants with active grant contracts will also be eligible to separately submit purchase order requests through LCBP/NEIWPC or the GLFC (of up to \$10,000 each) to install or maintain best management practice projects identified during the Lake Wise, Stream Wise, or Rain Wise assessments.

[illegible]

NEW PCC		PURCHASE ORDER					
		Purchase Order No. 170001 Revision No. 0 Date 7/6/2020 Order Type Regular Order Vendor ID FRIENDS OF NM					
TO: Friends of the Rio River 401 Main Street P.O. Box 255 Grandview, UT 84037		SHIP TO: 14010PCC Lake Champlain Basin Program 54 West Shore Road Grand Isle, VT 05403					
FROM: 14010PCC Lake Champlain Basin Program 655 DuRoi Street, Suite 410 Leaven, NH 03506-0005							
Contract No.		Phone: 1					
COMMIT DATE		TERMS					
7/6/2020		Due Upon Receipt					
LINE	PART NUMBER	GL ACCOUNT	SUBACCOUNT	QTY	UNIT	PRICE	EXT PRICE
Competition to Friends of the Rio River grant L10-PC-2020-047							
A recreation crew will perform enhanced swimming a							
4		6200 - 0273AA020001		18		16.64	302.88
Recreation Rock Crew							
6		6200 - 0273AA020001		9		20.27	191.92
Recreation Rock Crew Lead							
Please if the contractor / crew will be documented in							
quantity and that working associated with L10-PC-2020-047							
Contract for the work time will be approved when invoicing to it							
TOTAL							\$41.80

[Complete purchases/ work as outlined in the Purchase Order]

INVOICE FOR NEIWPCC							
Invoice Date:	<u>NEIWPCC Buchanan/Tanner Inc.</u>						
Contractor Name:							
Address:							
Bill to: NEIWPCC, 2800 Locust Mills, 650 Suffolk Street, Suite 410, Lowell, MA 01854							
Make check payable to:							
Mailing Address:							
Statement of work completed:							
Itemized breakdown of invoice:							
Receipt #1 - \$ - Description of item or service Receipt #2 - \$ - Description of item or service Receipt #3 - \$ - Description of item or service [Add/deduct as necessary]							
Certification: I hereby declare, to certify the facts of my invoice I am based upon are true and correct, and I am aware that any false, incorrect, or incomplete information, or any omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. U.S.G. (June 1986) 15, Section 1001 and Title 31, Sections 2252-2252 and 2253-2253.							
Signature	Name and title	Date					
For Internal use only:							
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Key Dates

Proposals due to LCBP	November 19, 2026 at 5pm via Foundant
Award decisions	December 2026
Detailed project workplan due	February 2027
Project start	Mid-March 2027
Lake Wise, Stream Wise, Rain Wise Assessor Trainings	April – June 2027, multiple opportunities
Feedback Meeting (optional)	Early/mid- November 2027 – VTFWD Essex Junction Office
Final report and deliverables due by	December 31, 2027

Questions?



Rain Wise

[NAME AND BRANDING
IN DEVELOPMENT]