Green Streets, Green Jobs, Green Towns Grant Program

www.chesapeakebaytrust.org / 410-974-2941

Introduction

The Chesapeake Bay Green Streets-Green Jobs-Green Towns (G3) Grant Program was created to support design projects, financing strategies, and/or implementation of green street projects. The goal is stormwater management retrofits such as green streets, vacant lots, and urban tree canopy projects that enhance livability in cities and communities that can be replicated elsewhere.

Funding Levels:
- Up to $15,000 for conceptual plans
- Up to $30,000 for engineered design projects
- Up to $75,000 for implementation projects
- Up to $20,000 for white papers (greater with prior approval)

If selected, Charrette applicants will receive technical assistance rather than direct funding.

Deadline: 4 pm, March 16th, 2018

Match Requirement
- Match is encouraged but not required.

Submit Your Application:
http://www.cbttrust.org/grants/g3

Program Funding Partners
- Chesapeake Bay Trust
- U.S. Environmental Protection Agency
- Maryland Department of Natural Resources
- The City of Baltimore

This collaborative effort supports implementation of the Chesapeake Bay Protection and Restoration Executive Order and serves as a key component of EPA’s Green Streets, Green Jobs, Green Towns (G3) Partnership. The G3 Partnership provides support for local, grassroots-level greening efforts to reduce stormwater runoff from towns and communities in urbanized watersheds. By focusing on “green streets” communities can develop and realize a green vision to design-build and operate and maintain green infrastructure stormwater practices. Green Streets anchor communities and serve as a catalyst for the integration of green practices that support green schools, greening of urban vacant lots, increasing urban tree canopy, and reducing impervious surfaces to improve natural infrastructure.

All communities in Maryland and throughout the Chesapeake Bay watershed portions of Delaware, Pennsylvania, Washington D.C., West Virginia, and Virginia are eligible to apply for the Chesapeake Bay G3 Grant Program. This program is open to all tax-exempt entities, such as local governments and non-profit organizations. Applicants must be interested in integrating green stormwater infrastructure as a matter of standard practice in current or future strategies. Greening schools to connect teacher professional development, student learning, stormwater retrofits, and the green street projects are encouraged (visit the US EPA Storm Smart Schools Guide for more information). In addition, greening vacant lots to enhance urban areas is also encouraged. The G3 program is intended to support and foster market incentives for green infrastructure by building local and county-level capacity to implement innovative and cost-effective projects.

Background

Expanding the quantity and quality of green spaces in urban areas is critical for protecting and restoring the health of local streams and rivers. Increasing green areas and building green practices into urban planning to address stormwater runoff...
and stream channel erosion can reduce pollutants, such as sediment, nitrogen and phosphorus, from entering our waterways. Greening urban areas and communities is a cost-effective conservation practice that has economic benefits.

Several practices can be employed to enhance green spaces in communities, including implementing urban green stormwater practices, greening schools, greening urban vacant lots, increasing urban tree canopy, and replacing impervious surfaces with more permeable materials. One type of project that can include all three of these practices and increase a community’s sustainability is a “green street.” A green street:

- minimizes impact on the surrounding area through a natural system approach that incorporates a variety of water quality, energy-efficiency, and other environmental best practices;
- reduces the construction and maintenance costs of infrastructure for local, county, and state-level agencies;
- reduces the amount of water that is piped and discharged directly to streams and rivers, protecting them from erosion;
- makes the best use of the street tree canopy for stormwater interception, as well as temperature mitigation and air quality improvement;
- mitigates flooding;
- encourages pedestrian and/or bicycle access; and
- provides an aesthetic advantage to a community.

We strongly encourage green street projects in this grant program.

A G3 approach is designed to bring a town or community’s “Green Vision” to life by providing the tools and resources needed to design, plan, and implement local green stormwater management practices. Green stormwater management practices not only enhance the water quality of local watersheds, these practices also enhance a community’s livability and economic vitality.

Small to mid-sized communities are seeking ways to boost their local economies in conjunction with protecting water resources through integrated planning and the design and construction of stormwater best management practices (BMPs). Building urban green infrastructure projects help address three important issues that these towns face: jobs, livability, and the environment. Projects funded under this program will help stimulate the green jobs market and enable families to work where they live and play. This initiative will empower communities that have felt disenfranchised to gain better access to restoration resources that support local improvements while also being recognized for their contributions in overall watershed protection.

Proposals selected through this funding opportunity are expected to enable accelerated implementation of urban green infrastructure stormwater management through innovative, cost-effective, green infrastructure-driven low impact development practices. Competitive proposals may also highlight additional benefits such as renewable energy use, increased local livability, green jobs creation, and greater connectedness and access to restoration opportunities.

**Types of Eligible Projects**

Assistance in this program is available for:

1. **Conceptual plan (up to $15,000, though projects can exceed this maximum request with justification):** This is the first step in the planning process. Conceptual plans for large-scale, high-performing green street/green stormwater infrastructure projects addressing a depth of over one inch of runoff in which multiple stormwater best management practices (BMPs), such as street trees, rain gardens, pervious pavement, bioretention cells, and bioswales, are employed. It is expected that these practices are more efficient (in design, construction, and performance) and potentially have a smaller footprint than conventional practices. The conceptual Green Street should reference a broader, integrated community watershed.
2. **Engineered design (Up to $30,000):** Proposal for engineered designs should include all of the design elements that would result in a final design that is implementable. Engineered design proposals may include innovative, green street/stormwater management projects, such as rain gardens, pervious pavement, bioretention cells, and other cost-effective urban green infrastructure BMPs managing over one inch of runoff per impervious acre. Such projects must be connected to a larger vision for a Green Town (e.g., school properties). It is encouraged that designs should go beyond traditional green infrastructure practices and incorporate next generation green infrastructure technologies that increase capture of stormwater, in addition to the reduction of nutrient pollution. Cost projections should be a part of the final design and include costs associated with implementation, operation, and maintenance. One of the most important criteria used to evaluate engineered design proposals is likelihood of ultimate implementation.

The output of the grant award (i.e., the design) must be permittable by the appropriate state environmental agency and all other appropriate local, state, and federal entities. You must have completed a permit pre-application meeting or you must have or requested a pre-application meeting prior to application submission to this program. State permit pre-application meetings are coordinated through Maryland’s Department of the Environment (MDE), Virginia’s Department of Environmental Quality (VADEQ), the District of Columbia’s Department of the Environment (DDOE), Pennsylvania’s Department of Environmental Protection (PADEP), West Virginia’s Department of Environmental Protection (WVDEP), and Delaware’s Department of Natural Resources and Environmental Control (DNREC). Proposed designs and specification deliverables, as described above, should be more than 90% complete. At a minimum, the output of a design project must include:

- Site map that includes the below items:
  - Property boundaries;
  - Project boundary;
  - Field-run topographic survey of existing conditions;
  - Drainage area to the practice and impervious cover in the drainage area;
  - Mapped utilities and roads;
  - As applicable, mean high water, full pool elevation, and bank-full/bench-full;
  - Proposed design (grade changes, drainage structures, rock placement, etc.) ; and
  - Landowner signature on the plan, which indicates project endorsement
- Copy of soil survey mapping and field confirmation of soil drainage class;
  - NRCS web soil survey can be found at [http://websoilsurvey.nrcs.usda.gov/app/HomePage.htm](http://websoilsurvey.nrcs.usda.gov/app/HomePage.htm)
- Site details (e.g., topographic lines, roads, land uses, and soils) are available at the Water Resources Registry where you can create an output with the desired metrics requested here and upload with your application: [http://watershedresourcesregistry.com/](http://watershedresourcesregistry.com/)
- Detailed earthwork volumes (cut, fill, stockpiled, etc.);
- Planting plan (plant locations and plant types); and
- Site photos.

3. **Implementation/construction of green streets, increasing urban tree canopy, and other green infrastructure projects (up to $75,000):**

The most competitive implementation/construction proposals will leverage funding from other sources for gray infrastructure redesign (repaving, utility upgrades, etc.), tree pit expansion, repaving, or reconfiguration. Local communities interested in pursuing a local green streets initiative may consider their local government’s road construction and maintenance schedule to infuse new green street elements into existing construction plans. This is a great strategy because bioretention cells, permeable pavement, street trees, and
other green street elements can be incorporated into already planned street construction projects at minimal additional cost. Conceptual planning must have already been completed, though applicants may request funds to complete engineering drawings. The conceptual plans submitted must include: 1) a calculation of total drainage area treated; 2) calculation of impervious acre treated; and 3) estimated cost per acre treated (1 inch). When calculating the cost of green infrastructure or cost per acre treated, proposals should separate these costs from traditional gray infrastructure costs that would have been incurred whether or not green elements were included (e.g., traditional paving, repair, standard mobilization, utilities, etc.).

Proposals must also clearly list which costs were included in the cost per acre treated, as well as the formulas used to calculate/establish treatment area. The strongest proposals will incorporate innovative green infrastructure BMPs and demonstrate cost-effectiveness of such practices. An example of a cost-effective project is one that treats at least one inch of runoff (per acre) and costs less than $60,000 per impervious acre of drainage area in an urbanized watershed. Cost per impervious acre treated is a metric for selection in this grant program. Therefore, you should consider reducing cost by working together, even in your own community, to reduce the cost per impervious acre treated. Please provide justification if your costs per impervious area treated are more than $60,000.

Leveraging ongoing planning, design, and construction activities and private capital is important: the strongest proposals will describe projects pursued in concert with existing street and other gray infrastructure re-design and/or repair projects. The strongest proposals will also consider sustainability in terms of building and strengthening community coalitions that will continue to carry urban greening programs forward beyond the life of the grant award.

Requests for construction/implementation projects will generally be less than $75,000, though requests larger than this level can be made with prior permission from Trust staff and strong justification.

Note: To be eligible for funding under this request, the specific proposed project(s) for implementation, conceptual design, or engineered drawings must not be required as new or re-development, regulatory mitigation, or regulatory offset.

4. White papers that analyze one or more aspects of green infrastructure (up to $20,000): White papers research a top priority subject to further green infrastructure use. Examples of white paper proposals may include but are not limited to analyses of:
   o green infrastructure costs relative to traditional gray infrastructure for improving water quality and quantity:
     o For example, local governments investing in green infrastructure to meet local, state, and federal water quality requirements often present wide ranges in both actual and forecasted costs of green infrastructure implementation. Such reported costs have ranged from $60,000 to $1,000,000 per impervious acre treated. Part of this variability is due to inclusion of different components of the life cycle of the project (site identification, landowner permissions, design, permitting, implementation, inspection, and maintenance). While some studies have examined the costs of part of the life cycle of these projects, few studies have fully quantified all of the costs of green infrastructure and compared them to the cost of gray infrastructure. A white paper could quantify the full costs of green infrastructure in an effort to identify strategies (e.g., bundling projects, alternative procurement methods) or certain types of practices that will allow jurisdictions to meet their requirements in the most cost-effective way.
   o innovative design and treatment technologies to improve water quality impacts of stormwater, while providing additional environmental, economic, and social benefits to communities;
   o how green streets and green infrastructure help to drive local economic development and benefit community health by creating green jobs;
   o how to use green schools as an anchor for a community green street. Analysis should include how to incorporate green infrastructure elements in both the public right-of-way and on school grounds, should integrate the jurisdiction’s need to treat stormwater runoff as well as the school’s need to provide Meaningful Watershed Educational Experience for the students, should include professional development so that teachers are well-trained to deliver teachable moments using the stormwater retrofits, and ensure maintenance is provided;
and/or development of Community Based Public Private Partnerships (CBP3) — consistent with approach described in US EPA’s CBP3 Guide found at this link: https://www.epa.gov/waterfinancecenter/community-based-public-private-partnerships;

- the interactions between green infrastructure and community resilience to flooding and other potential impacts of climate change. In terms of the latter, white paper projects might: 1) explore the impact that climate change may have on the design and longevity of green stormwater infrastructure practices or 2) explore the impacts that green stormwater infrastructure may have on climate change adaptation; and/or

- maintenance operations, monitoring programs, and techniques that contribute to the overall long-term success and treatment of green infrastructure projects.

5. **Green Street Charrette**: A charrette is a planning or visioning session where citizens, planners, developers and other key stakeholders collaborate on the development of a plan, vision, or design for a project. Applicant will not receive direct grant funds but would be supported through technical assistance.

- For more information about charrettes, please see the G3 website https://www.epa.gov/G3/develop-your-green-streets-green-jobs-green-towns-g3-vision. Charrette applications must demonstrate a need, outline the topic of interest, discuss the target audience, and provide a need for the output(s). Designs should support G3 objectives and a triple bottom line approach addressing People, Planet, and Profit (P3) for improved local quality of life.

- Applications should provide information about other related activities (e.g., planned road projects, redevelopment, school grounds as a community anchor for Green Streets projects, etc.), planned greening efforts, community and/or regional projects, and activities which may be relevant to a potential charrette.

- Charrette applications should not request direct funding. G3 partners will provide technical assistance, if awarded. (a contractor would be selected to provide this technical assistance to a successful green street charrette applicant)

- Charrette applications that can provide matching funds and involve a variety of public and private partners are encouraged.

6. **Greening Urban Vacant Lots: (up to $75,000)**: Trash-strewn, overgrown vacant lots often afflict urban neighborhoods. Vacant lots offer an opportunity to strengthen the community by bringing citizens together to create community green space and walkable neighborhoods. Community groups are encouraged to form partnerships and request funds to transform vacant lots by planting trees, installing community gardens and urban farms, implementing pollinator gardens, and/or implementing other green infrastructure BMPs. Funds may be requested for design, implementation (if a design has already been developed), or both the design and implementation. Vacant lot projects will be evaluated on several criteria including the greening vision and alignment with funding partner priorities that include but are not limited to the number of trees planted, community partnerships demonstrated, outreach and education to the community, and the amount of surface area being replanted or impervious area being treated (if a stormwater BMP is proposed), and ultimate community benefit for the project. Participants are strongly encouraged to contact your local municipality to find out if a vacant lot you are interested in is available for the type of project you are proposing. Finally, greening vacant lot applications must provide documentation that the site is available for greening by the owner or by local policy that allows greening activities proposed. Funding partners are targeting vacant lot greening projects in Baltimore City with a priority given to projects located in Baltimore Green Network Plan focus areas (visit the Baltimore Office of Sustainability website at http://www.baltimoresustainability.org/projects/green-network/ for more information). However, greening urban vacant lots will be considered elsewhere when they demonstrate a strong connection to the green street model and the community.

Applicants to this Green Streets, Green Jobs, Green Towns grant opportunity are strongly encouraged to contact the Chesapeake Bay Trust Program Officer early in proposal development.

### Eligible Applicants

The funding partners welcome requests from local government, non-profit organizations, and neighborhood/community associations. Funding can be applied anywhere in the Chesapeake Bay watershed portion of EPA Region III (Delaware,
Pennsylvania, Virginia, West Virginia and Washington, D.C), and all of Maryland. To determine if your project site is in the Chesapeake Bay watershed see the online map, here (opens in Google earth).

By submitting an application to this program, applicants acknowledge that: 1) they are compliant with federal employment and non-discrimination laws and 2) they have not been debarred, convicted, charged or had a civil judgment rendered against them for fraud or related offense by any government agency (federal, state or local) or been terminated for cause or default by any government agency (federal, state or local).

**Partnerships**

The strongest proposals will show committed partnerships that provide funding, technical assistance, or other in-kind services to support the project. Partners may include local governments, watershed organizations, other non-profit organizations, local businesses, civic groups, schools, religious institutions, and more.

For design proposals involving significant roadway alterations, a letter of commitment from the transportation agency responsible for the maintenance of the roadway in question is strongly encouraged and may be required as a contingency to any award, to ensure that implementation of the roadway in question is strongly encouraged and may be required as a contingency to any award, to ensure that implementation of the project has a reasonable assurance of successful completion.

**Funding Priorities**

Funding partners will give priority to: 1) new applicants that demonstrate a need for a pilot project; 2) a commitment to integrate green infrastructure practices into larger green street/green community efforts supporting multiple environmental benefits; 3) funding a new phase of an existing projects that provides greater opportunities for success; 4) proposals for green streets where schools serve as an anchor for green infrastructure practices, increase stormwater education and literacy, further local compliance, and improve the surrounding communities (see the Storm Smart Schools Guide for guidance); 5) Implementation projects that are shovel ready and will be completed in 18 months or less; and 5) greening urban vacant lots (Baltimore City, MD, is a focus area and funding partner). Priority will also be given to projects that include partnerships, have matching funds, include opportunities to consider alternative financing for future success, demonstrate how green infrastructure is being integrated into planned gray infrastructure projects activities, and are part of larger greening efforts.

**Eligible Budget Items**

Eligible budget items for construction/implementation projects include, but are not limited to:

- Implementation of green streets;
- Removal of impervious surface, creation/expansion of street tree pits, curb cutting, and other preparatory work in the installation of green practices;
- Costs for plant and tree material, and restoration and construction materials such as mulch, tree tubes, gator bags, etc.
- Costs for green infrastructure best management practices associated with green streets and green infrastructure practices (e.g., bioretention, rain garden, green roof, etc.);
- Interpretive signage for greening projects (required budget item for implementation projects); and/or
- Staff time and consultant costs: Staff and consultant time that directly supports project related tasks will be considered. Be sure to include a description of the deliverables and scope of work that will be achieved by the staff person(s) and/or consultant for whom you are requesting funds. Include benefits as a separate line (do not combine with salary) and indicate hours devoted by each staff member to the project. Please contact Trust Program Officer for clarification of eligible budget items and limits.

With limited exceptions, funds will not be supplied for costs associated with impervious surface paving or repaving, curb construction, and other “gray” infrastructure components. However, outside funds used to pay for these costs can be
considered matching funds. In fact, the G3 Partnership encourages combining green streets projects with planned gray infrastructure construction (e.g., school septic line upgrade combined with green infrastructure implementation).

### Proposal Development Assistance

Potential applicants are strongly encouraged to contact Chesapeake Bay Trust Program Officer early during proposal development:

Jeffrey Popp  
(410) 974-2941 ext. 103  
jpopp@cbtrust.org

### Funding Availability and Proposal Review

Funding partners anticipate that $700,000 is available this fiscal year. Funding recommendations are provided for each project type. Funding can exceed the maximum amount recommended per project type, if justified. Discuss your project and funding request with the Program Manager if you think your request will exceed the recommended amount.

Each proposal will be evaluated by a Technical Review Committee consisting of technical staff from state and federal agencies, funding partners, and other technical experts. Funding partners reserve the right to fund projects and budget items that advance their missions and meet specific funding priorities and criteria.

The Technical Review Committee will consider the following in their evaluation of your proposal:

- General quality and consistency with the request for proposal/application
- Justification and need
- Appropriate partners that demonstrate support
- Cost-effective project and appropriate budget items
  - Match, both cash and in-kind, is not required; however, match is considered in the review process
  - Projects that have matching funds or in-kind services to support the work are preferred
- Likelihood of success and sustainability
- Demonstration value

In May 2017 35% of applications were approved. There is often high demand in this competitive grant program. The Trust will provide feedback from the Technical Review Committee for any application in order to explain the decision and improve future applications.

### Project Timeline

Planning and design projects should be completed within approximately one year upon receipt of the grant award. Construction projects should be completed within approximately two years upon receipt of the grant award, although preference will be given to proposals for shovel ready projects that will be completed within 18 months or less.

### Deadlines, Award Notification, and Final Reporting

Requests must be submitted by **4:00 pm (EST) on March 16th, 2018**, with notification of the outcome in May of 2018.

All applicants will receive a letter stating decision on the application. An application may be declined, partially awarded, or fully awarded. If approved, the Trust will send an award agreement letter with conditions and due dates of status, progress, and final reports. Grantees must sign and return the award agreement with original signatures. The Trust will
mail the check to the requesting organization following: (a) the Trust’s receipt of the signed grant agreement and (b) satisfaction of any award contingencies.

In cases where the grantee fails to submit a status report or final report by the due date, the Trust reserves the right to terminate the agreement and require a refund of funds already transferred to the awardee. When the project is complete, awardees are required to complete final reports, including submission of all invoices, receipts, and timesheets, if applicable. Organizations with outstanding final reports will not be awarded additional grants.

**Submitting Your Application**

You will enter all grant application information in the Chesapeake Bay Trust Online Grant System (https://www.GrantRequest.com/SID_1520). If you are new to the online grant system, click on the “New Applicant” folder that is on the grant webpage (https://cbtrust.org/green-streets-green-jobs-green-towns/) and follow the on-screen instructions.

Applicants must submit proposals using our Online Grants System, by 4:00 pm (EST) on March 16th, 2018. Late applications will not be accepted, and the online funding opportunity will close promptly at 4:00 pm. Applicants are strongly encouraged to submit at least a few days prior to the deadline given potential for high website traffic on the due date. The Trust cannot guarantee availability of Online Grant System technical assistance on the deadline date.

**Proposal Instructions**

The project personnel listed on the application as Executive Officer or Project Lead must be staff of or otherwise associated with the lead applicant organization. While project partners are encouraged from the contracting community, project leads cannot be contractors/service providers. Applications with such listing will be considered incomplete and may be returned to the applicant without review.

You will be asked to enter the following application information in the Chesapeake Bay Trust Online Grant System.

**Applicant Information**

1) Mission of Organization  
2) Organization Type  
3) EIN and/or Data Universal Numbering System (DUNS) number  
4) Name and Title of Executive Officer of Requesting Organization  
5) Address, phone, email  
6) Name and Title of Project  
7) Address, phone, email

**Grant Information**

1) Amount of funding requested: $  
2) Requested Grant period and start/end dates of the overall project:  
3) In which river, stream, or local watershed will the project be located?  
4) In which county will the project be located?  
5) In which state will the project be located?

**Project Abstract**

In a text box, you will be asked to provide a brief (3-4 sentences) summary of the project, including details such type of project, location, and main objectives. You may copy and paste from a word processing document, but please do not copy and paste any formatting (such as bullets, indentations, bold, etc.).
**Project Timeline**
You will be asked to complete a table listing major project tasks to be completed under the period of the potential award, with start and end dates.

**Project Deliverables**
You will be asked to fill in estimated deliverables for a variety of metrics that characterize the full suite of Chesapeake Bay Trust grant programs. Only fill out those relevant to the project proposed.

**Volunteer Involvement**
Indicate the number of volunteers that will be involved, the total number of volunteer hours, and a description of volunteer activities.

**Project Partnerships and Qualifications**
You will be asked to enter into a table: project partner organizations, individuals, their areas of expertise, and their role(s) in your project. *Applicants are encouraged to upload a project letter of support from each partner that outlines the partner’s project role.* Letters of support can be uploaded as file attachments in the grant application, not to exceed a total of four file attachments per application. Use the additional “Upload” options in the online grant system. Combine letters of support, if needed. For design proposals involving significant roadway alterations, a letter of commitment from the State Highway Department is strongly encouraged. For implementation projects - Letters for maintenance commitment from the landowner are required. For projects on land not owned by the applicant organization, a landowner letter will be required. Finally, a letter of support from the agency that can/will take the pollutant load reduction “credit” and/or the local permitting authority are preferred.

**Project Narrative Upload**
You will be asked to upload a MS Word or PDF file (7 page limit, excluding material such as letters of support and conceptual sketches) addressing the following points, and to include relevant information as described in the “Types of Eligible Projects” section of the Funding Opportunity.

1) Describe the project and justify the need for assistance. Describe the specific practices and strategies used. Discuss whether the applicant or local jurisdiction has already incorporated or intends to incorporate green infrastructure practices into infrastructure projects as a standard practice.

   If your project is a charrette: What is the charrette audience/group, location, and topic of your charrette? Why is this audience/group, location and topic a good idea?

2) Please include a map depicting the watershed in which you intend to work and the specific location of your project. Also, include the project location/site. We strongly recommend you include the image in your narrative proposal MS Word or PDF document. However, additional files may be uploaded by clicking “Add.”

3) Implementation/construction requests only (if your project greens urban vacant lots some of these metrics may not apply): Please include within the same uploaded file (as opposed to attaching separate files):
   a. a description of how project sites were selected and property site ownership
   b. a completed site plan and project design that includes:
      i. vicinity map, including contributing drainage area to be treated and impervious cover included in this drainage area
      ii. site photos
      iii. existing conditions
      iv. proposed grades
      v. material volumes
      vi. planting plan (species, area, spacing) – please provide a rationale for species selection
   c. a maintenance plan signed by the entity responsible for maintenance and the landowner, if different. The maintenance plan should cover short-term (first growing season) and long-term (three years). Costs for the first year of maintenance may be included in the grant proposal.
d. a list of any native plants used (funding is restricted to native, non-invasive species only if there is a need for non-native species, please justify), and

e. for projects planned on properties other than that owned by the applicant, a letter stating landowner permission and a commitment to maintain the project.

4) If your project greens urban vacant lots, skip to question 6. For all other implementation projects provide the following cost information about the project. Examples have been provided for guidance:

<table>
<thead>
<tr>
<th>Proposed green elements of the project</th>
<th>Proposed gray elements of the project (e.g., repaving, utility / pipe replacement, etc.)</th>
<th>Total project cost (green and gray)</th>
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<td>Cost/ linear Feet (for linear green street projects)</td>
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<td>Cost/ impervious acre treated</td>
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*Example amounts based on a 1.5 acre impervious drainage area.

A spreadsheet for implementation project metrics is included on the Green Streets Grant Program landing page here. Use the spreadsheet to help you when filling out this table. If your costs for the green elements are greater than $60,000 per impervious acre treated, please provide justification here.

5) Estimated Cost-Efficiency Strategies and Metrics: The funding partners are interested in quantifying and improving cost efficiency of green infrastructure projects. Several ways exist to improve cost efficiency, such as: a) leveraging resources by working in tandem with already planned gray capital infrastructure projects, b) aggregating smaller “one-off” projects into a larger, concerted effort to leverage equipment, personnel, supplies, etc. that realize greater green infrastructure implementation and cost savings; c) designing and siting projects optimally, and/or d) using innovative technology. Please explain which strategies you will use to minimize the costs of your projects. Did you consider aggregating projects to realize cost savings? Why or why not?

6) Describe how this project fits into an already existing strategy, such as a watershed plan, urban tree canopy plan, or urban green infrastructure plan. How does the proposed project meet the goals of those efforts? Is the project specifically identified in an existing plan? Please include the relevant section or reference to the section of the plan. If the project is not included in a plan, provide justification for the selection of the project.

7) Community engagement: In light of the Trust’s commitment to the advancement of diversity in its grant-making, please provide demographic information about the community or population involved in or served by the project. Will the project engage traditionally underrepresented groups and/or a wide audience regardless of ethnicity, nationality, origin, culture, education, or socioeconomic status? If so, describe how. Identify both the number of residents and/or volunteers to be directly involved in the project and the number of people overall who will be impacted.

8) Describe your organization’s experience in completing similar projects.

9) Describe your plans for ultimate implementation of the project(s): For design projects: How and when do you
anticipate that it will it be funded and managed? For construction projects: How, when, and from whom will match funding be secured?

10) Please indicate if any element of your proposed project is required as part of a development/re-development, mitigation and/or enforcement action (for example, required as the result of a settlement, a specific project required as part of a permit obligation, etc.). If not part of a development/re-development, mitigation, and/or enforcement action, indicate “N/A.”

11) Scope of Work and Qualifications: Include a detailed scope of work, with specific tasks, hours associated with those tasks, and task costs to be accomplished by consultants and any internal staff (if staff time is requested). Qualifications of consultants must be included, and consultants with previous experience with green infrastructure BMP work are highly recommended. If contractors are expected to be retained for the proposed project, a competitive bid process must be or must have been used and described as below:

a. If the contractor/consultant has already been identified through a competitive bid process, provide a minimum of three cost estimates, quotes, or bids for the proposed work, and describe the bid process used to obtain bids (including length of time the bid was open for responses, a description of the selection process/criteria used to select the winning bidder (e.g., low bidder, qualifications, criteria, etc.), and reason(s) for selection of the winning contractor (lowest qualified bid, etc.).

b. If the contractor/consultant has already been identified because the contractor was already on retainer, please describe the competitive process used to place the contractor on retainer.

c. If the contractor/consultant has not already been identified, describe the competitive bid process to be used to procure consultants (including length of time the bid was open for responses, a description of the selection process/criteria used to select the winning bidder (e.g., low bidder, qualifications, criteria, etc.), and reason(s) for selection of the winning contractor (lowest qualified bid, etc.).

The funding partners are particularly interested in the engagement of Minority and Disadvantaged Business Enterprises (MBE/DBEs) in such projects. To that end, please take care to describe the steps taken to solicit bids from MBE/DBEs, such as compiling a list of relevant MBE/DBE firms to solicit from a database such as the Maryland Department of Transportation’s Disadvantaged Business Enterprise database (http://mbe.mdot.state.md.us/directory/). Other states’ DBE databases may be accessed through http://www.dot.gov/osdbu/disadvantaged-business-enterprise/state-dot-and-dbe-program-websites.

12) Estimated Green Jobs Benefits: What is the expected number of personnel you expect to employ for the project for which you are requesting funds as well as the ultimate construction of this project? Your answer will not impact proposal score and instead will provide funding partners with information pertaining to possible green job benefits of your project. Tasks to consider as part of this project could be as follows:

- Construction
- Planting of vegetation
- Maintenance
- Creation and installation of interpretive signage

Budget Upload
You will be asked to upload your budget using the “Application Budget” worksheet of the Chesapeake Bay Trust’s Financial Management Spreadsheet, an excel file template. The template is available in the online application and can be found by visiting https://cbtrust.org/forms-policies/.

- Review and follow the Financial Management Spreadsheet Instructions (2nd tab/worksheet).
- Please be as detailed as possible. For example, elements of construction requests (e.g., mobilization, excavation costs, tree costs) must be listed separately.
- Be sure to see “Eligible Budget Items” section of Application Instructions above.
- Following the budget table, include a one- to two-paragraph budget justification/explanation. In this section, describe the source of your cost estimates, and indicate whether your organization has requested financial support from any other sources for the project not listed as match in the budget table. This is where you justify your costs.
Budget Category Information
Enter your budget category totals in the online grant system. These totals were automatically calculated in the Financial Management Spreadsheet. Use the budget justification section to provide a several paragraph budget narrative. The narrative should include, in addition to general budget justification information, the following: (1) detailed justification for staff cost requests, if requested, including a specific scope of work, specific tasks, and hours associated with those tasks, and (2) the source of any construction cost estimates. If you will contract with a consultant and have a proposed scope of work please attach it to your application.

Appendix A: Project Resource Pool
In certain jurisdictions, certain resources, supplies, and services are available free of charge to grantees who receive an award as an incentive to encourage grantees to apply. This project resource pool offers supplies and materials that may be necessary to complete implementation projects and can reduce project costs being requested in the original budget request. These resources should be included in your application as match and are only available to those receiving an award. The list is not extensive and may change based on product availability.

If you know of services or resources that may be added to this list, please email Jeffrey Popp, Senior Program Officer, at jpopp@cbtrust.org. Currently we have the following resources available for grantees in:

Washington Metro Area
DC Water produces EPA-certified 'Exceptional Quality' biosolids to be used for increasing the organic matter in soils. These biosolids are the product of an intensive and technologically advanced process that uses high heat, pressure, and biological processes to remove pathogens found in wastewater and convert carbon to digester gas. DC Water’s soil amendment products meet all US EPA standards for use in home and garden projects. Class A biosolids contain no pathogens and very low levels of metals. DC Water goes beyond these standards to produce EPA-certified Exceptional Quality biosolids. The process that produces Bloom is just accelerated nature, producing clean, green, sustainable energy and a terrific soil amendment. DC Water is offering up to 15 cubic yards of Bloom Soil Amendment to Green Streets grantees. There is a delivery charge of $75 for up to 4 cubic yards and $125 for up to 15 yards for the DC metro area.

Baltimore City
The Baltimore Community ToolBank offers an impressive inventory of tools and other supplies for cents to the dollar to complete community-based projects in Baltimore City. The ToolBank tools are only available to organizations whose work benefits the community. Grantees in Baltimore City receiving an award through the G3 Program will have access to tools and equipment for a nominal fee (3 cents on the dollar) allowing the Green Streets Grant Program funds to go to more project based items.
Appendix B: Additional Resources

These additional resources can support your application and project.

- US EPA Green Street, Green Jobs, Green Towns websites: https://www.epa.gov/G3
- Green Streets, Green Jobs, Green Towns (G3) Partnership: http://g3partnership.org/
- Chesapeake Bay Trust Green Streets Grants page and example Green Streets Grant projects: https://cbtrust.org/green-streets-green-jobs-green-towns/
- Baltimore City Green Network Plan (preferred areas for Baltimore City project): http://www.baltimoresustainability.org/projects/green-network/