Guidance for
Water Protection Fund (WPF) & Watershed Protection Fund (WSPF)
Project Applications

This outline is intended to provide uniform guidance to Soil and Water Conservation Districts (SWCDs) for the preparation of project applications to address soil and water resource concerns in the State of Iowa**.** Applications developed under these guidelines will be evaluated for funding through the Iowa Department of Agriculture and Land Stewardship – Division of Soil Conservation (IDALS-DSC) Water Protection Fund (WPF) and the Watershed Protection Fund (WSPF). **A new requirement for this year is that all applications must include a completed Minority Impact Statement Form. This form is available on the IDALS website along with the other application documents.**

IMPORTANT: All project applications must be based upon the following outline and divided into the following 5 major Sections:

Section 1 - Title Page and Project Executive Summary:

A) Project Title
B) Submitting Soil and Water Conservation District(s)
C) Contact Information
D) Total WPF/WSPF Financial Assistance Request
E) Project Executive Summary

Section 2 – Background Information:

A) Physical and Social Description of the Watershed
B) Description of Soil & Water Resource Concern(s)
C) Public Relevance of the Water Resource

Section 3 – Watershed-Based Assessment and Planning:

A) Assessment Methodologies
B) Analysis of All Assessment Data
C) Description of Priority Source Areas
D) Identification & Evaluation of Alternative Implementation Strategies

Section 4 – Description of Soil & Water Resource Protection Plan:

A) Project Objectives
B) Establishment of Measurable Goals
C) List of Priority BMPs
D) Project Promotion and Stakeholder Education
E) Schedule (Appendix)
F) Budget (Appendix)

Section 5 – Project Implementation and Administration:

A) Local Project Organization/Administration
B) Local Partner Participation and Financial/Technical Support
C) Progress Reporting
D) Project Evaluation
E) Minority Impact Statement (Appendix)

SECTION 1 - TITLE PAGE AND PROJECT EXECUTIVE SUMMARY

A) Project Title

This should be as short as possible but yet still provide a distinct description of the project.

B) Submitting Soil and Water Conservation District(s)

The name of the District or Districts sponsoring the project application should be listed here. If the application is being submitted by multiple Districts, one of them should be designated as the "lead" District.

C) Contact Information

This section should contain the contact information of the person at the local level who will serve as the project representative for the sponsor District(s). It should include this person's name, mailing address, email address, telephone number, etc.

D) Total WPF/WSPF Financial Assistance Request

The amount shown here should reflect the total amount being requested for the life of the project. If the project is selected for funding, IDALS-DSC, in consultation with the project sponsors, will determine the amount provided from WPF and/or WSPF.

E) Project Executive Summary

This should be a brief explanation of the project and should be no longer than the remaining space available on the single page specified. It should provide information such as a description of the watershed involved, the resource concerns to be addressed, the primary activities proposed and how they will be targeted in order to meet the project's objectives and goals.

In order to verify commissioner support for the project, this page must be signed by the chairperson of the SWCD submitting the application or by each of the chairpersons from all of the SWCDs if the application is being submitted by multiple SWCDs.

When finished with this section, project reviewers should, at a minimum, be able to answer the following questions:

1. *If more than one SWCD is sponsoring the application, which District will play a lead role during the implementation phase?*
2. *What are the basic soil & water resource concerns to be addressed?*
3. *Are the objectives and goals clearly stated?*
4. *Is the project large encompassing several partners & stakeholders and will take 3 to 5 years to complete, or small with only a handful of partners and can be completed in only one or two years?*

SECTION 2 - BACKGROUND INFORMATION

A) Physical & Social Description of the Watershed

Prior to describing the actual soil or water resource issues the project intends to improve or protect, it is critical the applicant first provides reviewers with a description of the physical and social characteristics of the watershed contributing to the problem(s). Without establishing these baseline conditions first, it is difficult for reviewers to accurately understand the links you will establish between the identified soil & water resource issues and the identified critical source areas.

The means the applicant uses to describe the physical characteristics can vary based upon the water & soil resource issues to be addressed. However, a few of the more common include, but are not limited to the following:

- *Landscape* – describe the overall topography and size of the watershed, including the steepness and length of slopes, especially within identified critical areas. Also note any specific geophysical features which can make your project area unique, such as presence of sinkholes, prairie potholes, loess hills, soil characteristics or floodplain features, to name a few.
- *Land Cover* – this should include the amount of cropland, timber, CRP, publicly-owned areas, etc. If a portion of the watershed is urban, include details on the amount of impervious area, as well as how storm water drainage currently flows across the landscape.
- *Livestock* – describe the number and diversity of livestock in the watershed, as well as how they are raised: modern confinements, open-feedlots or pastured areas. If applicable, it may even be beneficial to estimate the total amount of waste being generated and use the results to further the planning process. Check with the DNR Regional Field Office in your area (http://www.iowadnr.gov/fo/fomap.html) to verify if there have been any water quality violations or fish kills due to animal manure in the recent past.
- *Existing Best Management Practices (BMPs)* – describe the types and amounts of existing BMPs already impacting the landscape, as well as the overall water or soil quality conditions. Also describe the average condition of the BMPs. For example, maybe a series of grade stabilization structures have already been installed effectively treating a large portion of the watershed. However, maybe they were installed 25-30 years ago and are nearing their anticipated life expectancy and the local stakeholders are concerned about their effectiveness to reduce future impacts. Regardless, it is imperative the existing BMPs are identified and their impacts evaluated.

In terms of social issues, it is very important for the reviewers to understand the make up of the people living and working in the watershed. It is also critical to identify any recent social trends that can impact or at least influence how the water and soil resources in the watershed are managed. Some of the more common social issues to consider would include, but are not limited to the following:

- *Decision Makers* – in rural areas, this could mean those who actually make the decisions as to how certain fields are to be farmed. Are the farmers owner-operators or are they renters? How have the percentages of each changed over the past 10 years? For urban areas, this could mean the amount of residential areas versus commercial or industrial. If

there are critical source areas within commercial or industrial sectors, have those business leaders shown any willingness to cooperate? For those lands controlled by units of either state, county or city governments, do they recognize the problem(s) and have they agreed to partner in the project?

- *Local Groups/Organizations* – other than the local SWCD, are there other organized entities that have also shown a willingness to participate? If so, who are they and what level or kinds of resources can they contribute to the project?
- *Local Ordinances* – If appropriate, it would be helpful to describe the current status of applicable ordinances and/or at least the local political will influencing future development, especially within existing urban areas and adjoining rural areas that will soon be developed.

Whether embedded in the text or attached in an appendix, maps can be an effective tool to identify and illustrate the location and proximity of critical source areas based upon potential soil loss, sediment delivery, land cover and riparian conditions. Once collected, this geospatial data can be used at the local level to more effectively quantify many of the existing resource concerns and estimate the number of needed BMPs, develop realistic budgets, and set achievable goals and objectives.

DNR has been supporting project development by providing GIS assistance. To request assistance, please contact Andy Asell at 319-335-1592 or at: andy.asell@dnr.iowa.gov .

B) Description of Soil & Water Resource Concerns(s)

Please provide details on the specific soil & water resource concern(s) you're attempting to address. Applicants can request assistance to improve a polluted waterbody, reduce flooding or protect an existing high-quality soil or water resource being threatened by one or more emerging problem(s). This could include, *but are not limited to*, those concerns identified by DNR on their 303(d) List of Impaired Waters. Applicants can base their application on credible water quality data, historical records or upon best professional judgment of local experts.

C) Public Relevance of the Soil & Water Resource

By submitting an application, you are asking IDALS-DSC to prioritize your project over other potential projects submitted from across the state. Therefore, it is only logical that IDALS-DSC asks applicants to provide information establishing the local public significance or relevance of the targeted soil and/or water resource to be protected or improved. Applicants are encouraged to consider factors in addition to the 303(d) list and evaluate the level of local impact, as well as the level of local public support or willingness to participate in future watershed efforts designed to eliminate the identified soil & water resource problems.

For example, consider the following examples of establishing local public relevance:

- A smaller lake in a local city park is being impacted by excessive sedimentation. While the lake is not included on the State's List of Impaired Waters, the problem is significantly impacting the ability of the community to maintain, what is to them, a high-value recreational resource with over 30,000 annual visitors.
- An un-incorporated town has been experiencing repeated flooding from a small stream running through the community. For whatever reason, assistance from other state &

federal agencies is not available, yet the amount of property damage or threat to public safety is critical to the local citizens.

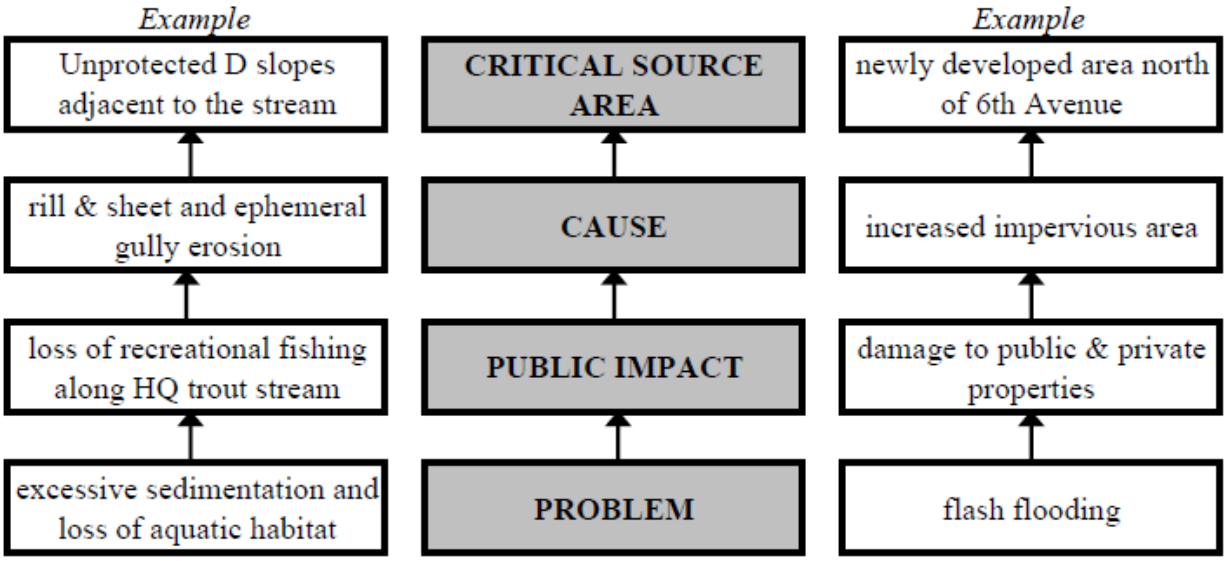
- The waterbody in question is a high-quality trout stream, but due to recent or anticipated land use conversions in the surrounding watershed, the water quality health of the stream is being threatened with increasing sedimentation. The potential decrease in recreation and tourism in the watershed and surrounding area will have a significant impact on the local community.

When finished with this section, project reviewers should, at a minimum, be able to answer the following questions:

1. *Did the applicant include enough local information to effectively establish the project as a local priority? As a state priority?*
2. *Are the local stakeholders being impacted by the identified soil & water resource problem(s) actively involved in the development & implementation of the project?*
3. *What is the level of participation the project can expect from those identified within the priority source areas?*

SECTION 3 - WATERSHED-BASED ASSESSMENT & PLANNING

In this section, the applicant must establish a link between how the pubic is being impacted, the actual problem, what's causing the problem(s), and finally to the actual critical source area(s) contributing to the problem. Unless this link can be established, the reviewers will likely question the level of assessment and planning you completed in support of your application.



A) Assessment Methodologies

The types of assessments completed can be even more variable than the amount of potential pollution sources. Therefore, depending upon the resource concern you identified, please describe the types of assessments completed as part of developing your project. Again, the list can vary, but may include one or more of the following:

- *Soil Loss & Sediment Loading* – Whether the resource problem to be addressed is water or soil, it is critical the applicant establishes the amount of on-going erosion and sediment delivery based upon the level of on-going rill & sheet, gully, streambank & shoreline erosion within the watershed. Besides the physical impact of sediment itself, eroded soil particles often transport other common pollutants such as nutrients and bacteria.
- *Urban Assessments* – In urban areas, the complexity of establishing a link between the identified soil & water resource concern(s) and potential source areas can increase significantly compared to rural watersheds. How waste is transported & treated, as well as how storm water sheds off the landscape are only two of the differences. As a result, applicants addressing urban soil & water resource concern(s) may have to be creative in how they collect & present watershed data in support of their project application.
- *RASCAL Assessment* – If the water resource you're trying to protect is a stream or river, or if the land adjoining a stream or river is considered a potential priority source area, then you would be encouraged to conduct a RASCAL (Rapid Assessment of Stream Conditions Along Length) assessment of the entire perennial flowing segment of the waterbody. Such an assessment will generate data on a myriad of riparian parameters, and provide valuable insight along the all-important interface between the stream and the surrounding watershed.
- *Social Assessment* – Positive changes within a watershed can only happen if the people living and working in the watershed welcome change. Therefore it is critical those developing the project assess the broad spectrum of stakeholders in the watershed, especially within the identified priority source areas, to determine the level of stakeholder reluctance or willingness to participate, barriers or opportunities that can be explored to encourage additional participation, and finally based upon the level of anticipated participation, what can realistically be achieved on a watershed scale.
- *Hydrologic Study* – Completing such studies requires specialized skills. Therefore, if your resource concerns include flooding, then it is critical that you conduct an NRCS-approved hydrologic study and base your application and reduction objectives on the results.
- *DNR Impaired Waters Data* – the DNR website and staff can be a significant source of water resource data, especially for those water bodies appearing on the Iowa's 303(d) List of Impaired Waters. Information can also be gleaned from their 305(b) reports, Stressor Identification findings, Watershed Improvement Plans (aka Total Maximum Daily Load), Watershed Management Plans and Use Attainability Assessments, most of which can be downloaded from their website.
- *Anecdotal Information & Best Professional Judgment* – While it may not be acceptable to use for certain programs due to the Credible Data Law, IDALS-DSC may consider anecdotal information or professional judgment if it supports other assessment or monitoring data. However, if all you have is anecdotal information, you may not be ready to continue the development of this project application at this time.

How such data is presented is really up to the applicant. However please keep in mind charts/graphs (along with limited supportive narrative summaries) can be very effective at summarizing several datasets in a short amount of space. Also, please don't insert links for reviewers to find additional data on websites. Ten pages along with supportive appendixes should be sufficient to educate reviewers as to the soil & water resource problem you're attempting to address.

B) Analysis of All Assessment Data

In this section, please discuss how all the assessment data was *evaluated*, who was involved in the process, and maybe most importantly how the local stakeholders and key decision makers were brought into the discussion. If done correctly, your analysis should enable you to make a strong link between the identified soil & water resource concern and your conclusions as to the potential source, as well as the magnitude of the problem.

Depending upon the water resource concern you're trying to address, you may be able to calculate actual loading (tons/year, feet^3/second, pounds per day, etc) to the water resource being impacted. Otherwise, estimate as best as possible the amount of pollutant generated. For example, if bacteria are the resource concern, one possible method may be to estimate the number of livestock, septics, and geese; and calculate the amount of waste they can generate daily or on an annual basis.

C) Description of Priority Source Areas

A significant outcome of your assessment activities should have enabled you to identify those portions of the watershed contributing most to the identified soil & water resource issues. A priority source area could be general location within your watershed, maybe even a single tributary, or a certain landscape position within the watershed (i.e. upland areas), or maybe even certain neighborhoods within an urban area. Regardless, both IDALS-DSC and the reviewers require applicants to identify priority source areas and focus most of the requested resources to address the problems within these areas.

D) Identification & Evaluation of Alternative Implementation Strategies

Generating a list of beneficial BMPs is only the first step when reviewing alternatives. The list must be further tempered against the level of acceptance expressed by local stakeholders and key decision makers within the identified priority source areas. If the project can't sell a particular BMP because of local bias, then why include it? On the other hand, the implementation of certain high priority, yet relatively unknown or maybe even unpopular BMPs may be critical to the success of your project. If this is the case you must be able to show how the local partners will introduce & promote the use of the critical BMPs. This could include in-field demonstrations, local workshops, tours and events sponsored by Iowa Learning Farms Program to name a few.

There will be times when one or more of the alternative measures being considered are NOT found within any of the following:

- NRCS Field Office Technical Guide (www.ia.nrcs.usda.gov/technical/)
- Iowa State University's Iowa Stormwater Management Manual (www.intrans.iastate.edu/pubs/stormwater/index.cfm)
- Iowa's Statewide Urban Design and Specifications (www.iowasudas.org/specs.cfm)

This may include innovative BMPs, certain land use restrictions or ordinances. In such cases, applicants wanting to include such non-traditional alternatives are encouraged to gain approval

from IDALS-DSC *prior* to submitting an application. If approved, applicants would then be encouraged to include language providing details regarding how these measures will be applied as well as details as to their expected impact on the identified soil and water resource concern(s). Including BMPs that IDALS-DSC does not currently recognize could jeopardize your entire application.

While weighing your alternatives, applicants are encouraged to take into account the cost effectiveness of your proposed measures. However, for high dollar BMPs it is important to go beyond just considering the up front expense, and take into account the expected longevity of the practice, as well as the estimated cost of periodic maintenance.

When finished with this section, project reviewers should, at a minimum, be able to answer the following questions:

1. *Has the applicant included enough data to scientifically identify priority source area(s)?*
2. *Has the applicant established a clear and scientifically defensible link between the impact on the public and the priority source areas?*
3. *Has the applicant completed the appropriate assessments and based their evaluation accordingly?*
4. *Does it appear there has been a proper review and drafting of the priority BMPs? Were the stakeholders and key decision makers involved in the process?*

SECTION 4 - DESCRIPTION OF SOIL & WATER RESOURCE PROTECTION PLAN

A) Project Objectives

Project objectives should be measurable and realistic, and yet significant enough to effectively address the soil & water resource problems identified earlier in the project application. Therefore, project sponsors are encouraged to seek advice from recognized experts to ensure their proposed objectives, if met, will result in the desired soil & water resource improvements. Otherwise, a project may meet its implementation goals, but still fail to bring about the desired resource protection improvements.

B) Establishment of Measurable Goals

While objectives are established to indicate the amount of change necessary to bring about the desired resource protection outcomes, goals quantify the amount of work that needs to be done to generate the necessary changes. For example, an objective may be to reduce bacteria by 25%, while the associated goal could be to reduce livestock access to the stream by fencing off 1,500 feet of the stream. Another example of an objective could be to reduce runoff from a Q_{25} storm event by 20%, with the goal being to install 15 grade stabilization structures over the next 4 years.

C) List of Priority Best Management Practices

In selecting the BMPs and other practices to be used in the project, keep in mind that not all decision makers will agree to adopt every possible BMP. Plus, depending upon the problem(s) to be resolved, only the implementation of certain types of BMPs will generate the desired impact. Therefore, it is critical the application focuses on the implementation of stakeholder-acceptable BMPs specifically designed to address the resource concerns for your watershed.

When listing your proposed BMPs, feel free to use a chart similar to the following. Such a chart can show reviewers a listing of the proposed BMPS, the amount you propose to implement and the degree of impact each can have on the identified resources concerns.

Type of BMP	Planned Amount	Sediment Reducing	Flood Reducing	Bacteria Reducing
No-Till	2,000 ac	High	Low	Low
Contour Tile-Outlet Terraces	30,000 ft	High	Moderate	Moderate
Grassed Waterways	50 ac	Moderate	Low	Low
Grade Stabilization Structures	10	High	High	High
Rain Gardens	5	Low	Moderate	Low
Permeable Paved Parking Lots	90,000 ft^2	Low	Moderate	Low

D) Project Promotion and Stakeholder Education

One common characteristic of successful watershed efforts has been they fostered a community approach during the development & implementation of their projects. During such projects, the participation of decision-makers within the identified critical source areas was encouraged by their peers and all the local partners in the watershed rather than by the SWCD and participating agency staff.

In addition, these efforts are supported by taxpayers from across the state in both urban and rural areas. Therefore it is critical to the continued political support of the WPF and WSPF programs that taxpayers and legislators see and understand the soil & water resource improvements being generated by these efforts. An educated and motivated public may become our best champion for the continued support of the WPF/WSPF programs. Therefore it is critical that projects include some form of outreach program designed to spread the word both inside and outside the targeted watershed.

There are times when key stakeholders fail to appreciate the need for additional BMP implementation. Maybe they fail to appreciate the significance of certain problems or their role in contributing to a given problem. Yet without their participation, it may be difficult for the project to achieve meaningful progress. Therefore, many projects may need to include an educational component designed to reduce stakeholder reluctance and motivate participation. Here are a few of the more common outreach problems, which will vary for every watershed project:

- Some farmers may question the need for additional BMPs when their current operations are already at or below “T”. Unfortunately “T” is a measure of allowable soil loss to maintain agricultural production, and not the measure of allowable sediment a stream or lake can receive and maintain proper water quality.
- Many assume since timbered areas are not in row crop production they pose little or no threat to the watershed’s soil & water resources. Yet it has been shown from time to time, that timbered areas, especially on steeper land, can be suffering from very active gully erosion.
- Another common example can be unrestricted livestock access and over-grazed pastures along a stream. Not only can the cattle deliver significant amounts of bacteria to the

stream, their movements can weaken already unstable streambanks causing excessive erosion, stream widening and aquatic habitat destruction.

E) Schedule

Please use the attached *Project Schedule*, and describe what will happen and when for the entire length of the proposed project. It's important to note that as part of WPF/WSPF funding, applicants will be expected to develop and submit an *Annual* Plan of Work providing more specific details as to what will happen when, who will be responsible to see the work is done, and who will pay for the work. So there is little need to duplicate that level of detail in this application. An example Project Schedule has been provided in Attachment 4b.

Feel free to include within this section (in a narrative format) more significant project-related functions scheduled to happen during the life of the project, such as the completion of a Total Maximum Daily Load (TMDL) in cooperation with DNR or a feasibility study to address the waste water treatment needs for a small, unincorporated community within the watershed. Maybe the applicant just needs to expand upon one or more line items included in the Project Schedule.

F) Budget

Applicants are required to use the pre-formatted (excel) budget pages included in this RFA. Users will note the format, as well as the number of lines, is locked. After entering data on the individual years (use the tabs along the bottom of the screen), the entered data will automatically be carried over to the Summary Page, which when printed, should appear first among the budget pages. Feel free to contact your area's Regional or Basin Coordinator if you have difficulty completing the budget pages.

It is also important to note that applicants are strongly encouraged to leverage additional dollars through USDA, DNR, the Watershed Improvement Review Board (WIRB) and other agencies and organizations, as well as individual landowners. IDALS-DSC recognizes it is often difficult to anticipate the amount of dollars that will actually be available 3 to 5 years into the future. Nevertheless, it is critical to your application that you at least make the attempt based upon availability of current funding sources, such as EQIP, CRP, Public Owned Lakes, etc. Applicants are encouraged to seek Letters of Support or other agreements from potential funding sources to increase the likelihood that their dollars will be made available when they are scheduled in the budget. Again, District(s) are not required to attach any such agreement or letter to the application, but they are encouraged to keep any such agreement on file for future reference.

While there is no minimum amount or percentage of leveraged dollars requirement, reviewers look favorably upon those applications listing significant contributions from other sources.

When finished with this section, project reviewers should, at a minimum, be able to answer the following questions:

1. *Are the stated objectives & goals realistic, yet aggressive enough to get the job done?*
2. *Are the BMPs being proposed appropriate, given the identified concerns?*

3. *Am I confident the educational & outreach efforts as outlined are targeted towards the right audience and are properly formatted to seek the participation of key decision makers?*
4. *Concerning the budget, does the application effectively leverage dollars from all the potential sources for both financial and technical assistance?*

SECTION 5 - PROJECT IMPLEMENTATION AND ADMINISTRATION

A) Local Project Organization/Administration

This section of the application should include information about how the project will be structured locally and who will be responsible for project organization, administration, activities, oversight, and review at the local level. Sponsors should indicate if the project will require additional support beyond that of the local staff already in place, taking into consideration the size of the watershed, number and types of soil and water resource concerns to be addressed, and the types & amounts of proposed BMPs.

Support may be requested to provide a Project Coordinator (either at a full time or part time level) to coordinate and administer the activities, a Soil Conservation Technician to provide administrative and technical assistance to the project, or funding may be requested for technical assistance from "outside" service providers. If funds for "outside" service providers are requested, indicate the type of assistance required (i.e. engineering, design, etc.) as well as the individual, organization or agency that will provide the service (if known at the time of the application).

Project sponsors are encouraged to develop a project or watershed advisory group if one is not already in place. This group should bring together a diverse mix of individuals that have a direct impact on the watershed or that are interested in working to address the stated soil & water resource concerns. The application should indicate if a project advisory group will be formed or if one has already been formed and list those groups and organizations that will be participating or are already involved.

B) Local Partner Participation and Financial/ Technical Support

Successful projects will involve support from not only the watershed residents and landowners but multiple local level agencies and organizations from both the government and private sector. The support from these groups may come in the form of financial contributions, technical assistance, volunteer labor or time, donation of supplies, or other types of support. The role of each of these groups or organizations as it relates to project implementation and/or administration should be discussed. In addition, each group should be listed by name in a table along with the type (and amount, if applicable) of support that they will provide to the project. If a financial contribution has been indicated, the dollar amount should be shown. The project sponsor should be able to provide documentation of commitment or support from the groups indicated. This documentation should be available for any contribution or support shown as coming from a source other than a District administered program or a Federal Farm Bill program. These documents should not be submitted with the application, but should be kept on file and provided if requested. Other activities in the watershed should also be discussed if they will play a role in the overall success of the project.

C) Progress Reporting

Reporting is an important aspect of a project as this documentation allows sponsors and participating organizations to track the progress of project activities as compared to the goals and objectives stated in the application. Projects that receive WPF/WSPF support will be required to submit reporting documents periodically which include work plans and budgets describing the project activities and anticipated funding requirements for each year; quarterly, annual, and final project reports documenting progress toward achievement of project goals and objectives; documentation of applicable load reductions as they relate to the project goals and objectives; materials developed for project promotion and education activities; as well as water monitoring results, if any is conducted. Project sponsors should indicate that they are aware of the fact that WPF/WSPF supported projects have reporting requirements and they are willing to submit all necessary reporting documents as scheduled.

D) Project Evaluation

Projects should be evaluated on a regular basis to determine how activities are progressing toward meeting the project goals. Project sponsors should discuss what methods will be used to review progress toward the yearly and overall project goals and how they will evaluate this progress to determine if changes in the project plan need to be made. Projects that receive WPF/WSPF support are required to host an Annual Project Review Meeting with all the funding and technical agencies to review what has been completed, discuss any concerns that may have been raised regarding the progress of the project, and evaluate the activities planned for the coming year. Public meetings may be useful in determining interest and the public's perception of the project's activities. Reporting documents can also be useful in the project evaluation process.

E) Minority Impact

In order to be considered for funding, each project application must include a completed Minority Impact Statement Form (form provided as part of the RFA materials). This document is divided into 3 sections each of which indicates a possible impact that the project may have on those considered to be a "minority" participant in the project area. The first section should be completed if the project would have a disproportionate positive impact on any of the minority groups listed. The second section should be completed if the project would have a disproportionate negative impact on any of the groups listed. The final section should be completed if the project would have neither a positive or negative disproportionate impact on any of the minority groups indicated. Project sponsors need to decide which category or categories apply to their application and provide the required information under the appropriate section(s).

When finished with this section, project reviewers should, at a minimum, be able to answer the following questions:

1. *Is there or will there be a watershed or project advisory group formed, what is or what will be their role in the project, and who is or who will be part of this group?*
2. *What groups or organizations, other than the sponsors and watershed residents and landowners, will be involved in the project, and what role(s) will they play?*
3. *Based upon what is shown in the application, am I confident the local partners are motivated and organized sufficiently to ensure the objectives and goals will be achieved?*

4. *What level of commitment (technical and/or financial) has each of the identified partners made towards the success of the project?*
5. *Most projects encounter the need to periodically modify their structure to more effectively address changing conditions within the watershed. Is there language in this section suggesting how the sponsors of this effort will periodically evaluate conditions when modifications are necessary?*
6. *Will minority groups within the project area be impacted and, if so, how?*