

NH Drinking Water and Groundwater Trust Fund – Source Water Protection Grants 2021 GRANT ROUND

Instructions for Completing and Submitting an Eligibility Application Form

The purpose of the [Eligibility Application Form](#) is to enable the Drinking Water and Groundwater (DWG) Advisory Commission and the New Hampshire Department of Environmental Services (NHDES) to determine whether the proposed project meets the eligibility criteria in the DWG Trust Fund Source Water Protection Grant Program Rules, adopted March 9, 2020. All information in the application form must be completed, except as noted.

Submission Instructions: Submit one completed eligibility application to: WSLP@des.nh.gov with the supporting documentation by **June 18, 2021**. If the application file is very large (more than 20 Mb), submit individual pdfs for the application and each attachment, or provide a link to download the file(s).

1. Applicant Information

Applicant Name: The organization applying for a grant. This must be an “Eligible applicant” as defined in the [Commission rules](#).

Project Name: Choose a short, simple project name, preferably including the name of the water supply resource being protected, e.g. “Jones – Bellamy Reservoir” or “Smith – Jaffrey WHPA.”

Requested Amount: Must be the same as the amount listed for the DWG Trust Fund in the ANTICIPATED SOURCES OF FUNDING table.

Applicant Status: Refer to the definition of “Eligible applicant” in the rules.

Contact Person, Title, Phone, Email: Information for the primary contact during the application process.

2. Source(s) of Public Drinking Water that will be Protected

As noted on the form, consult the Instructions for [Determining Eligible Land Using the NHDES OneStop Data Mapper](#) to identify eligible WHPA(s) or HAC(s) that would be protected by the project. For each WHPA or HAC, list the name of the water system and the 10-digit ID number for the source being protected (7 digits for the water system ID plus 3 digits for the source ID). If the project’s eligibility is based on protecting a future source, list the water system name and the 7-digit ID number, and attach a document that addresses the Future Source Evaluation Criteria listed in the [Commission rules](#).

3. Parcels to be Protected

List all parcels to be permanently protected with DWG Trust Fund grant funds and match parcels. Provide a map or map(s) clearly indicating location, including town(s) and road name(s). Submit GIS shape files for all parcels, including match parcels, if available.

Note: Parcels that are already permanently protected prior to submitting the Eligibility Application are not eligible.

4. Project Structure

Describe how the project will be structured. For example, include what interest (e.g., fee, easement, right of enforcement) is being acquired by whom (including match parcel(s)), who will own the fee in each parcel, who will hold conservation easement(s) if any, who will have rights of enforcement, who will be responsible for long-term stewardship of which parcel, the estimated or assessed value of the parcel(s) or interest(s) to be acquired, how much money will change hands, and in-kind contributions.

5. Estimated “Total Project Cost”

The rules define “Total Project Cost” in terms of the “eligible water supply land protection costs” defined by RSA 486-A:2,III-a, which includes the cost of land or conservation easement acquisition and associated legal and transaction costs. Total Project Cost may include the cost of protecting land that is not eligible for a DWG Trust Fund grant as long as it is eligible in the sense that it is a legitimate cost of protecting the land.

The Total Project Cost is multiplied by the percentage of the total land that is eligible water supply land (WHPA, HAC, legitimate future source) to arrive at your estimated Eligible Project Cost. NHDES will verify the percentage of the land that is eligible water supply land and may as a result adjust the Eligible Project Cost accordingly. Total Project Cost also includes “other project-related costs as approved by the Commission,” which may on a case-by-case basis include incidental remediation costs. The Total column should include any in-kind value such as bargain sale value or other non-cash donation of transaction-related services or interest in land. Your estimated project costs may be updated when you later submit your Funding Application. The TOTAL PROJECT COST line in the ESTIMATED “TOTAL PROJECT COST” table should be the same as the sum of the TOTAL column in the ANTICIPATED SOURCES OF FUNDING.

6. Anticipated Sources of Funding

This is your preliminary funding plan for the entire project, including any non-eligible land. It includes the amount you are requesting from the DWG Trust Fund, other grants and loans, municipal and/or water system funds, cash and in-kind support provided by organizations such as land trusts, and support from other sources (e. g., direct mail campaign, individual donor solicitations, municipal staff or fundraising events). This funding plan may be preliminary, and you may update it when you later submit your funding application. The amount that you request as a DWGTF Grant may be no more than 50% of your estimate of the Eligible Project Cost, and no more than \$500,000 unless you obtain a waiver from the DWG Advisory Commission.

7. Compliance with Program Conditions

Please consult the “Conditions” section of the [Commission rules](#) when completing this section.

A. “**Contamination** includes but is not limited to any exceedance of ambient groundwater quality standards (AGQSs) adopted by the Department unless naturally occurring, and may include any instance in which the Commission determines that an AGQS is likely to be violated in the future based on the presence of nearby contamination.” “Potential sources of contamination” include activities that pose a risk of contaminants being released and resulting in a degradation of water quality.

B. “**Undeveloped**” means “forest, farm, or other land that: (1) Has not been converted into a housing, commercial, or industrial building site; and (2) Contains no structures or alterations that would jeopardize water quality.” (Env-Dw 1002.03(s))

C. “**Permanently protected**” means a conservation easement, deed restriction, or equivalent protection, which permanently prohibits development and activities that risk contamination of the water supply source(s).

D. See condition 6 in the [Commission rules](#) regarding vegetated buffers.

E. Projects that involve taking by eminent domain are not eligible.

8. Future Source Evaluation Criteria

This section applies only to projects whose eligibility depends on a finding by the DWG Advisory Commission or its Application Review Subcommittee that the project is “likely to benefit a future water supply source of a community or non-transient, non-community public water system.” Attach a separate document or documents to address each of the nine criteria described in the [Commission rules](#).