



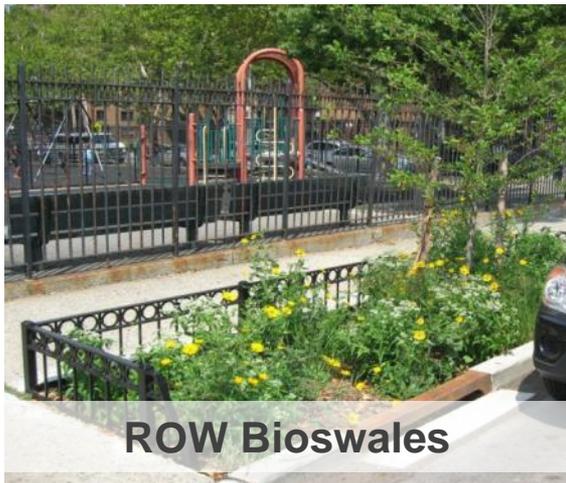
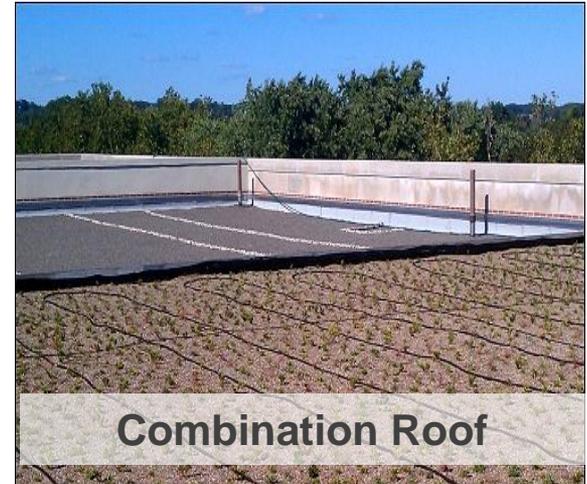
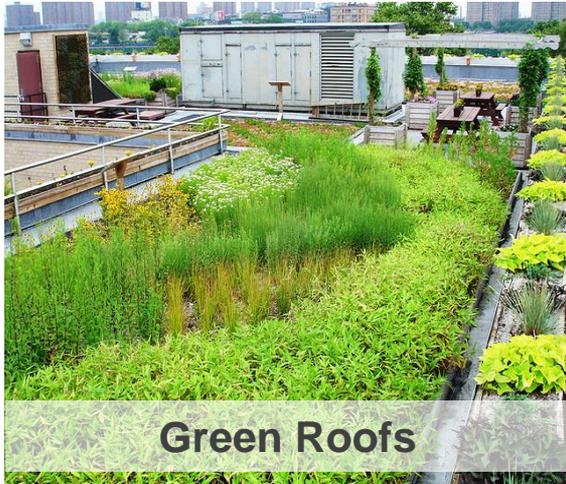
**Environmental
Protection**

Green Infrastructure Grant Program

2012 Grant Workshop

- ❖ Eligible Green Infrastructure Projects
- ❖ Project Requirements and Eligibility Criteria
- ❖ Ineligible Projects
- ❖ Not Required...but Encouraged!
- ❖ Funding Agreements and Declaration of Restrictive Covenant
- ❖ Maintenance and Monitoring
- ❖ Project Scoring
- ❖ Grant Program Timeline
- ❖ 2011 Challenges
- ❖ Helpful Hints for Successful Applications
- ❖ Online Application
- ❖ Change By Us
- ❖ Questions

What is green infrastructure?

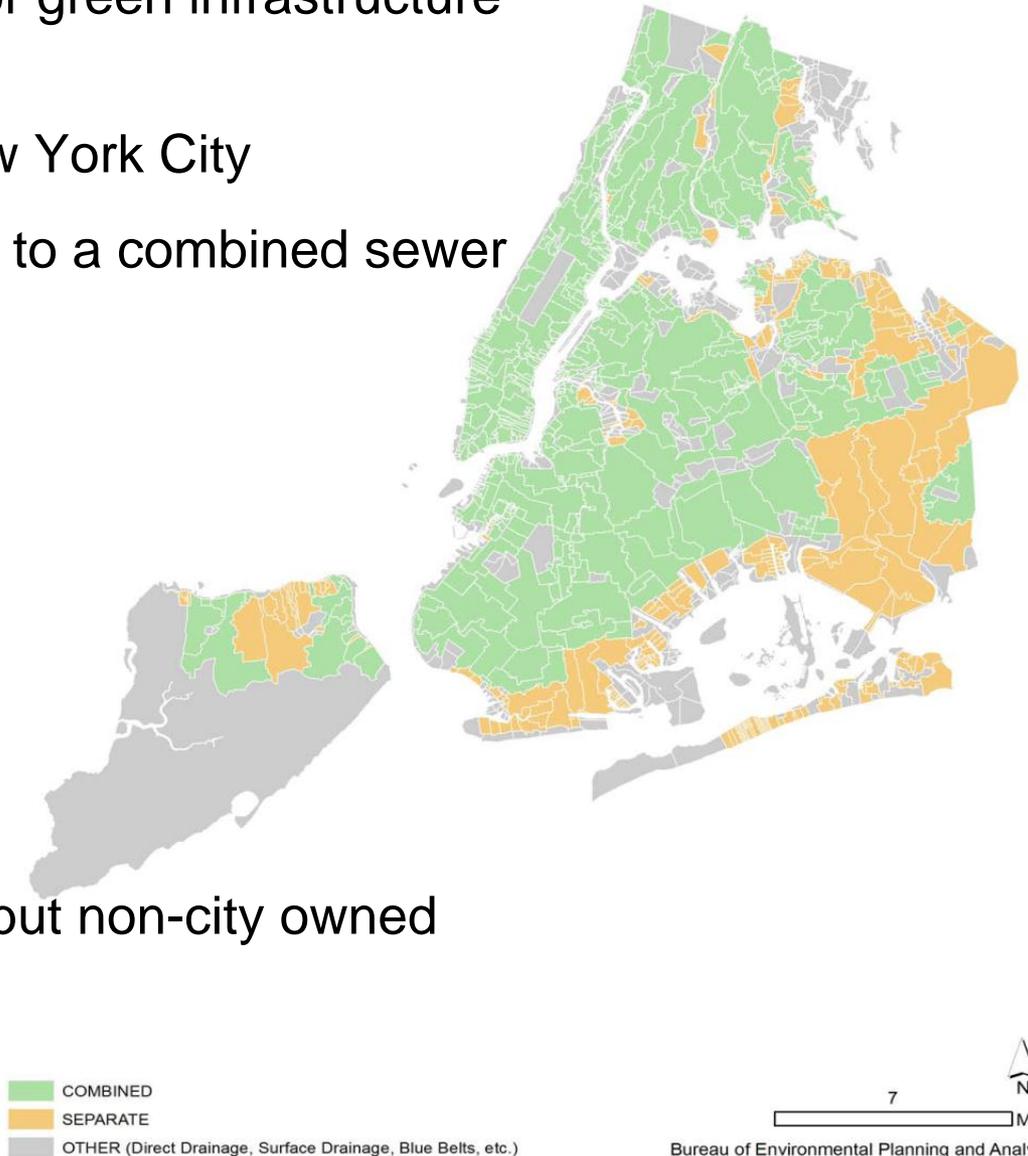


Techniques that detain or retain stormwater runoff from impervious surfaces (sidewalks, streets, rooftops) through capture and controlled release, infiltration into the ground, and/or vegetative uptake and evapotranspiration

2012 Green Infrastructure Grant Program

DEP will award up to \$4 million for green infrastructure projects:

- ❖ Project must be located in New York City
- ❖ Project site must drain entirely to a combined sewer
- ❖ Applicants must be:
 - ❖ Private Property Owners
 - ❖ Businesses
 - ❖ 501(c)(3) organizations
- ❖ Projects must be:
 - ❖ On private property
 - ❖ On public sidewalks that abut non-city owned property
- ❖ Apply On-line!



The proposed project must:

- ❖ Be eligible for capital funding (design and construction costs for green infrastructure only)
- ❖ Be completed within one year from the construction start date
- ❖ Manage at least 1” of rainfall on the impervious tributary area
- ❖ Provide for maintenance – 3 years for sidewalk projects; 20 years for private property



Defined by the **Generally Accepted Accounting Principles and Accounting Directive 10** issued by the Office of the New York City Comptroller (May 31, 2011) [Link here](#)

Eligible:

- ❖ Design, for example:
 - Design and engineering services
 - Conceptual plans
- ❖ Labor, for example:
 - Excavation
 - Installation
- ❖ Materials, for example:
 - Growing mediums
 - Plants and soils
 - Cisterns

- ❖ Maintenance and operations
- ❖ Education programs, signage or outreach materials
- ❖ Designs, plans or research that are not part of a green infrastructure construction project
- ❖ Funds cannot be used for:
 - Political advocacy, boycotts, advertising or litigation
 - Legally mandated actions under local, state or federal law
- ❖ Also...
 - Grantees must be in compliance with all local, state and federal permits and laws including prevailing wage requirements
 - The City of New York will have unrestricted rights to use the designs selected for any future project at no additional costs

Not Required...but encouraged!

- ❖ Has secured matching funds/in-kind contributions
- ❖ Innovative and can be widely adopted
- ❖ Provides letters of support from key local community stakeholders
- ❖ Promotes education and community involvement
- ❖ Provides a monitoring plan
- ❖ Can be completed early (i.e. June 2013)
- ❖ Supports economic development and job creation
- ❖ Advances the ultimate sustainability goals of the Green Infrastructure Plan and PlaNYC



- ❖ Contract between the City of New York and the Property Owner
 - Boiler Plate outlines Property Owner and DEP responsibilities
 - Appendix A – Scope of Work and Project Timeline
 - Appendix B – Budget
 - Appendix C – Payment Schedule
 - Appendix D – Maintenance Plan
 - Appendix E – Monitoring Plan (if applicable)
 - Appendix F – Declaration of Restrictive Covenant (if applicable)
 - Appendix G – Contractor Agreement (if applicable, assigns payments to a contractor/co-applicant)

- ❖ Property Owners should be prepared to sign Funding Agreement and Restrictive Covenant **as is**

Declaration of Restrictive Covenant

- ❖ Required for all projects on private property
- ❖ Provides for long term maintenance of the green infrastructure installation for the 20 year project term
- ❖ Cannot be changed or edited



❖ **Maintenance** (Template Provided)

- A 3 year Maintenance Plan is required to ensure functionality and establishment for vegetated projects on sidewalks
- Projects on private property are required to sign a Declaration of Restrictive Covenant to ensure the functionality of the project for 20 years
- Maintenance activities include removing sediment, cleaning blockages/floatables, vegetation maintenance, weeding, etc.
- Maintenance costs will not be funded through the grant program

❖ **Optional Monitoring** (Guidance Provided)

- Capture the performance of the project during wet weather
- Data must be recorded and reported to DEP as outlined in the grant application
- DEP may continue to monitor the installation beyond the three years

❖ Four Categories:

- Quality of Proposal
- Grant Requirements
- Community Involvement and Other Factors
- Sustainability

❖ Review Committee:

- Department of Environmental Protection
- Department of Buildings
- Department of Transportation
- Department of Design and Construction
- Department of Parks and Recreation
- Mayor's Office of Long term Planning and Sustainability
- New York State Department of Environmental Conservation

Grant Program Timeline

Applications Due	February 15, 2012
Announce Grant Recipients	April 2012
Grantee Recipient Letter	April 2012
Draft Agreement and Paperwork Due	May 14, 2012
Final Funding Agreement	May 28, 2012
60% Designs Due	July 27, 2012
DEP Design Review	[2-3 months depending on complexity]
Construction Start	November/December 2012
Construction End	November/December 2013

Issue	Example
Application did not meet minimum requirements	Property was in a separate sewer area; project could not have been completed in one year; did not manage the 1" volume
Quality of Application	Project description was vague or confusing; conceptual designs were unclear
Stormwater Calculations	Incorrect or inconsistent calculations
Maintenance Plan	Maintenance Plan was too general and did not account for long term needs
Budget	Projected costs were too low or too high; soft costs to hard costs ratio

Issue	Example
Cost Effectiveness	Budget was too expensive for the amount of stormwater being managed
Overall Design	Design was not sized correctly and was either overbuilt or underbuilt
Feasibility	Project designs would have been rejected by other city agencies (DOT, FDNY etc.)
Replicability	Project was feasible but could not have been replicated on a larger scale
Community Development	Project had no community partners and provided no letters of support or community engagement plans

- ❖ Will the property owner sign the Funding Agreement and Declaration of Restrictive Covenant?
- ❖ Does the project meet all of the minimum requirements?
- ❖ Will the roof support the installation? Will the soils infiltrate here? Is the groundwater tablet too high?
- ❖ Is the project description clear and concise?
- ❖ Is the project cost effective? Does the cost per gallon analysis make sense?
- ❖ Does the budget accurately reflect the project description?
- ❖ Does the Maintenance Plan give specific details on staffing, costs, and long term needs?
- ❖ Is the project innovative and feasible? Does it account for City Agency's rules and regulations?

- ❖ <http://www.nyc.gov/dep/grantprogram>
- ❖ Applicants can only submit up to three (3) applications. When submitting more than one application, a unique User ID must be created. If you use the same email address, the password must remain the same
- ❖ Click **Save** at the bottom of each page...or risk losing your information!
- ❖ Use the templates that are provided
- ❖ You can review everything before you submit. You will receive a confirmation email.

Helpful Hint:

Write the essays in the Project Details section and complete the Templates **first.** Then you can easily enter the information in the Project Summary page.



Green Infrastructure Grant Program

Welcome to the online application for the New York City Department of Environmental Protection's 2012 Green Infrastructure Grant Program. Up to \$4 million will be available for green infrastructure projects such as right of way bioswales, blue roofs, green roofs and porous pavement on private property and in sidewalks. **Applications are due by 11:59pm on Wednesday, February 15, 2012.**

To begin an application online, create a login here:

<p>Registered Applicant : Login</p> <p>User ID: <input type="text"/></p> <p>Password: <input type="password"/></p> <p>LOGIN</p> <p>Forgot Your Password?</p>	<p>New Application?</p> <p>Register Now</p>
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Applications may be submitted by mail and must include an electronic copy (in PDF format) of their application on compact discs. The due date for mailed applications is the same as on-line submissions. **Mailed applications received after Wednesday, February 15, 2012 (regardless of postmark date) will be considered late and will not be reviewed.**

Use the following address to request a hardcopy application and to submit by mail:

Mikelle Adgate, Office of Green Infrastructure
NYC Department of Environmental Protection
59-17 Junction Blvd. 11th Floor
Flushing, NY 11373
sustainability@dep.nyc.gov

[Home](#)[My Application](#)[Log-off](#)[General Information](#)[Eligibility Criteria](#)[Grantee Requirements](#)[Project Scoring Information](#)[Profile](#)

Green Infrastructure Grant Program

Eligibility Criteria

Before applying for the Green Infrastructure Grant, read the following eligibility criteria closely. All applicants must comply with all of the following to be eligible to receive a grant:

1. The project must be entirely located within a combined sewer area within New York City boundaries. Please see the [provided map](#) that shows these boundaries as well as the boundaries for the priority watersheds. This map should be used for planning purposes only. All applicants should confirm with [DEP's local sewer office](#) in advance that the project area connects to a combined sewer. You may also contact DEP at sustainability@dep.nyc.gov with questions.
2. Grantees shall be required to execute a Funding Agreement to receive funding. A template is provided in the Grantee Requirements section, which further explains the terms of the grant.
3. Property owners, businesses, and 501(c)(3) organizations are eligible to apply for funding for construction projects that use green infrastructure to reduce or manage stormwater (1) on non-City property or (2) on public sidewalks, including the curb, where the abutting owner is the sole or co-applicant. **Note that projects on non-City property shall be required to execute a Declaration of Restrictive Covenant (See Grantee Requirements) to ensure that the project will be kept in place and maintained by the grantee for a period of at least twenty (20) years. If the grantee is not willing to sign the Declaration of Restrictive Covenant, they will not be eligible for funding under this grant program. All transferees of the property and mortgagees or other holding liens after the date of the grant will be subject to the Declaration of Restrictive Covenant. Projects within the sidewalk shall be required to be maintained by grantee or its transferees for a minimum of three (3) years.**
4. For sidewalk projects, the abutting property owner(s) shall be listed as an applicant on the grant application. Abutting property owners should be prepared to sign the Funding Agreement with DEP.
5. Except as described in #3 above, projects on or abutting city-owned property are ineligible for green infrastructure funding. However, projects on or abutting city-owned property that is leased to private parties or other governmental entities will be considered on a case by case basis. Note further that projects on or abutting properties owned by public authorities, or by governmental entities other than the City, remain eligible.

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Green Infrastructure Grant Program

Grantee Requirements

[Required Documents and Funding Agreement](#)[Project Review and Approval](#)[Invoicing and Reimbursement](#)[Construction Completion Requirements](#)[Reporting Requirements](#)

Following the announcement of the 2012 Green Infrastructure Grant Program's grant recipients (or "Grantees"), will be required to construct the project as set forth in the project proposal. The timeline below shows the general dates and deadlines following the announcement of winning Grantees.

Fact	Date / Deadline
Announce Grant Recipients	April 2012
Grantee Recipient Letter	April 2012
Draft Agreement and Paperwork Due (3 wks from award)	May 14, 2012
Final Funding Agreement Due (5 wks from award)	May 28, 2012
60% Design Deadline (60 days from Final Funding Agreement)	July 27, 2012
DEP Design Review	[2-3 months depending on complexity]
Construction Start	November/December 2012
Construction End	November/December 2013

► Required Documents and Funding Agreement

Attached to the Grant Recipient Letter will be a Funding Agreement between the City and the Grantee, a Declaration of Restrictive Covenant if applicable, and instructions for filing the proper documents in order to complete the award process and do business with the City.

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Green Infrastructure Grant Application

Project Scoring Information

Although DEP is only able to fund project components eligible for capital funds (i.e., project-related design and construction costs), DEP will take into account in project scoring any additional benefits that green infrastructure installations provide and encourages applicants to highlight these ecological, community, or economic co-benefits that will result from the project in the application. Projects that can be completed in shorter timeframes, use innovative designs, provide monitoring, facilitate community involvement, support economic development or job creation, and/or provide matching funds, are strongly encouraged.

Priority will be given to those projects that reduce CSO discharge into the following waterbodies: Gowanus Canal, Newtown Creek, Hutchinson River, Bronx River, Jamaica Bay, and Flushing Bay.

The project scoring system described below is one part of the evaluation process that will lead to selection of grant awards, and is provided for guidance. DEP retains the sole discretion to evaluate proposals and provide grants.

1. Benefit-Cost & Feasibility

All projects must offer stormwater reduction benefits that are cost effective and reasonable in comparison to the project costs. Projects will also be scored on the feasibility of construction and/or implementation determined by the design, stormwater calculations, drawings, schematics, maps, and feasibility analyses such as soil borings and permeability tests or structural analyses. In addition, preference will be given to projects that can provide evidence that they will provide co-benefits in addition to their function as stormwater source controls.

2. Application Completeness

Projects that provide detailed and accurate information about project scope, drawings, schematics, maps and plans will be rated higher than those with inadequate or incomplete information. All verification of property ownership must be included for the application to be complete. Finally, the package should be clear, legible, and timely.

3. Other Factors

DEP will consider the context of each project, including whether it:

- Has a short construction timeline;

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Required Applicant Information

Instructions

Complete the following form describing the grant applicant(s). Be sure to press the Save button before moving to the next section, or if you want to save your work and complete it later.

▶ Primary Applicant Information

Are You A:

Business ▼

Organization Name:

Address:

City:

State:

New York ▼

Zip Code:

Email Address:

Telephone Number 1:

 - - Ext.:

Telephone Number 2:

 - - Ext.:

If you are a business or a nonprofit include your *Employer Identification Number* (also known as a Federal Tax Identification Number).

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Project Proposal Summary

Instructions

Complete the following form describing the proposed project. Be sure to press the Save button before moving to the next section, or if you want to save your work and complete it later.

▶ Type of Project:

Both ▼

▶ Type of Green Infrastructure Technology

- Cistern
- Rainwater Reuse System
- Green Roof
- Blue Roof
- Porous Pavement
- Rain Garden/Bioinfiltration System
- Right of Way Bioswales
- Detention Systems With Infiltration Capabilities
- Other

▶ CSO Shed Where the Proposed Project Is Located:

Flushing Bay ▼

▶ Approximate Project Timeline:

Complete Project Timeline template provided in the [Required Documents](#) tab of the application and use to complete this field.

16 Weeks

▶ Budget Summary

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Project Details

Instructions

Complete the narrative descriptions for each of the five tabs below. Be sure to press the Save button before moving to the next section, or if you want to save your work and complete it later.

[Project Description](#)[Site and Project Analysis](#)[Co-Benefits](#)[Community Involvement](#)[Experience/Expertise](#)

► Project Description **must include** all of the following:

- Describe the combined sewer watershed in which the project is located (i.e. which waterbody does the CSO discharge into?)
- Describe the green infrastructure construction project in detail
- Description of site ownership and if leased, lessor and length and general terms of lease;
- Current uses of the proposed project area;
- Description of existing sewer connections and any active detention systems;
- Expected impacts of the project on existing uses; and
- Feasibility studies or assessments prepared for the proposed project and any major results. This should include but is not limited to flow analyses, plant lists, soil borings, permeability tests, and/or structural analyses for rooftop installations.

7000 characters left.



[Home](#)[My Application](#)[Log-off](#)[Required Applicant Information](#)[Project Proposal Summary](#)[Project Details](#)[Required Documents](#)[Review and Submit](#)

Required Documents

Instructions

Please upload all required documents. If a template is provided, download the template, fill in all information and upload upon completion. Upload the document. Remove the document.

▶ **Statement of Agreement:**

(10 max; PDF, DOC)

[Template Download](#)

* No documents

▶ **Maps of the Project Area:**

(3 max; PDF, JPEG, PNG, TIFF)

* No documents

▶ **Photos of the Project Area:**

(5 max; PDF, JPEG)

* No documents

▶ **Conceptual Designs and Drawings for the Proposed Project:**

(PDF Format 8 ½ X 11, 5 pages max)

* No documents

▶ **Surveys/Structural Analyses:**

(if available, PDF Format 8 ½ x 11)

* No documents

▶ **Contractor's Estimate to Support Budget Costs:**

(PDF, EXCEL, DOC)

* No documents

Application – Required Documents

<u>Required</u> Applicant must provide	<u>Required</u> Template Provided	<u>Optional</u>
<ul style="list-style-type: none"> ❖ Maps of Project Area ❖ Photos of Project Area ❖ Conceptual Designs and Drawings ❖ Contractor’s Estimate to support budget ❖ Signed Letter from Property Owner indicating that they have read the Funding Agreement and Declaration of Restrictive Covenant (if applicable) and are willing to sign as is <p><i>For private property:</i></p> <ul style="list-style-type: none"> ❖ First and last page of Property Deed or copy of Title 	<ul style="list-style-type: none"> ❖ Budget ❖ Stormwater Calculations ❖ Project Timeline ❖ Maintenance Plan 	<ul style="list-style-type: none"> ❖ Monitoring Plan ❖ Letters of Support ❖ Surveys/Structural Analyses (if available) ❖ Site plan showing existing sewer connection and detention systems on the site (if available)

Application – Budget Template

- ❖ **Hard Costs:** construction materials, labor and installation costs
- ❖ **Soft Costs:** design, permitting, and construction oversight
- ❖ **Monitoring Costs:** all Hard and Soft Costs related to the Optional Monitoring Plan

Notes:

- ❖ Use columns to show funding sources
- ❖ All costs in the DEP column must be eligible for capital funding

Hard Costs	Description	Unit	Cost	DEP	Matching Funds	Other Sources
Subtotal						

Soft Costs	Description	Unit	Cost	DEP	Matching Funds	Other Sources
Subtotal						

Monitoring Costs	Description	Unit	Cost	DEP	Matching Funds	Other Sources
Subtotal						
Contingency						
Total			\$0	\$0	\$0	\$0

Application – Stormwater Calculations

❖ Excel Document with Four Tabs

- 1) Instructions
- 2) Infiltration Systems
- 3) Green Roofs
- 4) Non-Vegetated Systems

Notes:

- ❖ Read instructions carefully
- ❖ Totals will be auto-generated

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	2012 Green Infrastructure Grant Program												
2	<u>Stormwater Calculations Template</u>												
3	Instructions:												
4	<i>There are three tabs in this spreadsheet to assist Grant Applicants in calculating the stormwater volume to be managed by the proposed project. Review the list below and use the tab that most applies to your project type. There is a separate tab for green roof projects. If your project includes more than one category of project, use the summary table below to complete the application fields.</i>												
5													
6	Vegetated or Infiltration Systems include:												
7	Green roofs (see separate tab)												
8	Rain Gardens												
9	Right of Way Bioswales												
10	Porous Paving												
11													
12	Non-vegetated Systems include:												
13	Blue roofs												
14	Cisterns												
15	Rainwater Harvesting												
16													
17	If your project includes more than one type of green infrastructure, complete the summary table below.												
18													
19	Vegetated or Infiltration Project Total (Gal)		0										
20	Green Roof Project Total (Gal)		0										
21	Non-Vegetated Project Total (Gal)		0										
22	Total Volume Managed (Gal)		0										
23	<i>Enter this number into the online application.</i>												
24	Tips:												
25	Non-vegetated projects should refer to the manufacturer and/or design specifications and enter them into the spreadsheet. Include the cut sheets/specification from the product supplier or manufacturer in your application.												

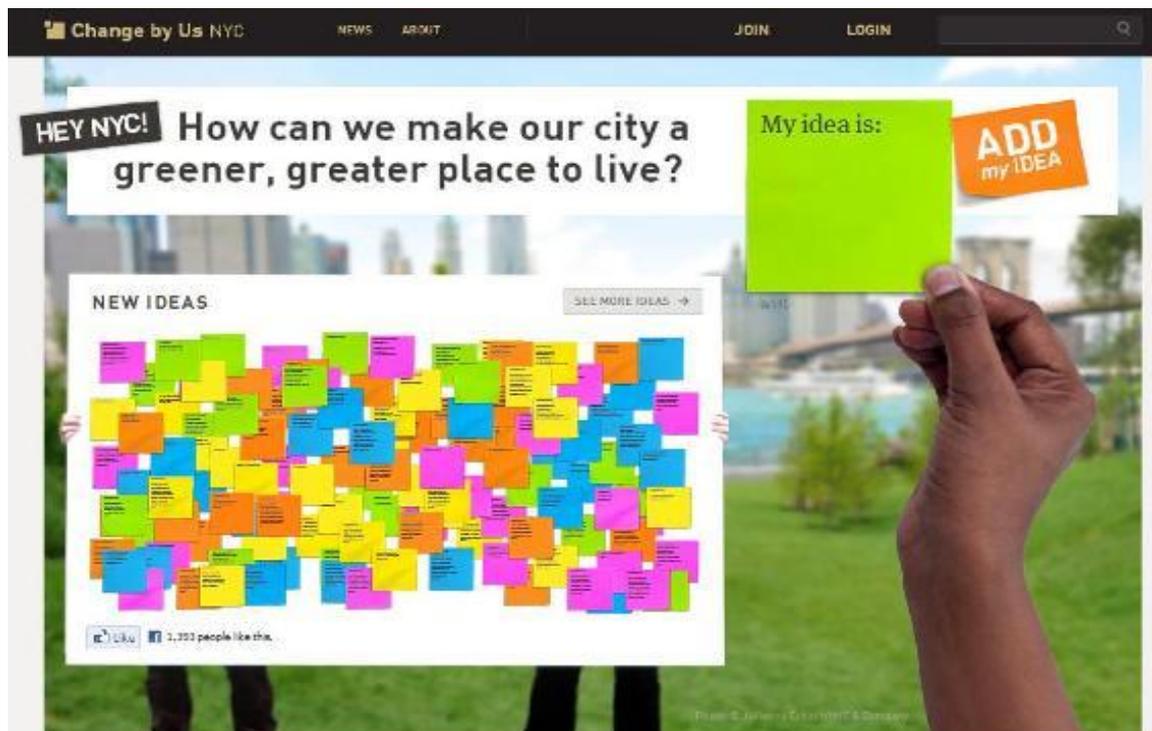
❖ General Information

- [NYC Green Infrastructure Plan](#)
- [PlaNYC – Sustainable Stormwater Management Plan 2008](#)
- [NYSDEC- Green Infrastructure](#)
- [USEPA – Green Communities](#)
- [The Low Impact Development Center, Inc.](#)
- [UNH Stormwater Center](#)
- Other Municipalities specs - [Philadelphia](#), [Seattle](#), [Portland](#), [Syracuse](#)

❖ NYC Design Guidance

- [Draft Guidelines for the Design and Construction of Stormwater Management Systems - 2011](#)
- [DEP – Drainage Plan Criteria](#)
- [New York City Department of Transportation, Street Design Manual](#)
- [NYC High Performance Parks Guidelines](#)

Change by Us NYC: Overview



2401 Users
270 Projects
2905 Ideas
111 Resources
and counting...

Change by Us NYC is a place to share ideas, create projects, discover resources, and make our city better.

www.nyc.changeby.us

GI GOALS

- ❖ Raise awareness about stormwater management and general environmental goals
- ❖ Improve targeted areas and enhance urban communities
- ❖ Increase stewardship and provide cost-effective solutions
- ❖ Promote GI efforts and help develop a sense of pride within the community



HOW CBU CAN HELP

- ❖ Keywords or “tags” allow users to categorize projects according to area of focus and find/communicate with other groups or individuals that have similar goals
- ❖ Location searches and personal profiles help locate other engaged members in the community, and project pages allow users to build teams, organize details, and extend efforts beyond the grant term
- ❖ Users can connect with additional resources, recruit manpower, locate supplemental grants, and merge efforts
- ❖ CBU social media (Tumblr, website, Twitter) will promote GI efforts and special events



For further questions, please contact:

sustainability@dep.nyc.gov