

**Texas Commission on Environmental Quality
Clean Water Act (CWA) Section 319(h) Nonpoint Source (NPS) Grant Program**

**FY 2013 CWA § 319(h) Grant Application
Scope of Work**

Part I. Project Summary

1. Title	Enter a proposed project title beginning with the water body name, if applicable, and concisely describing the activity, (example: "Parker Creek Riparian Buffer Project").
2. Goals	<ul style="list-style-type: none"> • Summarize the outcomes or accomplishments intended to result from this project in a bulleted format. Provide an expanded description of these goals in Part IV, #33 below. • Ex: Implement a best management practice (BMP) of the _____ Watershed Protection Plan (WPP) designed to reduce pollutant loads contributing to the water quality impairment. • Ex.: Develop a WPP that achieves EPA's 9 Key Elements for Watershed-Based Plans • Ex.: Develop/maintain a successful public participation program, including a public relations and education campaign and stakeholder group
3. Tasks	<ol style="list-style-type: none"> 1) Project Administration 2) List the titles for the primary tasks of the project, which are to be presented in more detail below under Part VII, "Project Tasks." All projects must include Project Administration (1). The final task must be "Final Report."
4. Measures of Success	<ul style="list-style-type: none"> • List the indicators you will measure and track to determine the accomplishment of the project goals listed in Part I, #2 above in a bulleted format. Provide an expanded description of the measures of success in Part VIII, #36 below. • Ex: Meet target load reductions associated with this BMP as provided in the WPP. • Ex: Education evaluations show an increase in stakeholder knowledge about the _____ watershed and how to reduce NPS pollution as a result of the project.
5. Water Body Type	<p>Check all applicable categories of activity under this project.</p> <input type="checkbox"/> Surface Water <input type="checkbox"/> Groundwater <input type="checkbox"/> Surface Water/Groundwater Interactions
6. Geographic Scope	Indicate the geographic scope of your project. Choose either statewide, or enter the name of the watershed and its county(ies).
7. Segment ID Number	Enter the segment ID number(s) for all segments that will be affected by your project as listed in the 2010 Texas Integrated Report. (Not applicable for statewide projects.)
8. Segment Water Quality Status on the 2010 Texas Integrated Report	<p><i>Parameter(s) of Impairment:</i> List the water quality parameter(s) of impairment, if applicable, as provided on the 2010 303(d) List for the project segment(s) which will be addressed by the project.</p> <p><i>Category:</i> List the category in the Texas Integrated Report to which the segment is assigned, such as 4a or 5c.</p> <p><i>Parameters(s) of Concern:</i> List all the parameters of concern identified in the 2010 Texas Integrated Report.</p>

9. Activities	<i>Check all that apply from the lists under 9a, 9b, 9c, and 9d. If you select "Other" for any item, provide a concise explanation.</i>
a. Data Collection & Analysis	<input type="checkbox"/> Routine Monitoring <input type="checkbox"/> Storm Event Monitoring <input type="checkbox"/> Specialized Monitoring <input type="checkbox"/> Modeling <input type="checkbox"/> Data Analysis <input type="checkbox"/> Geospatial Analysis/Map Development <input type="checkbox"/> BMP Effectiveness Monitoring <input type="checkbox"/> Load Calculations <input type="checkbox"/> Other: Concisely describe the activity.
b. Planning	<input type="checkbox"/> Stakeholder Process <input type="checkbox"/> Watershed Characterization <input type="checkbox"/> Watershed Protection Plan (WPP) Development <input type="checkbox"/> Other: Concisely describe the activity.
c. Implementation	<input type="checkbox"/> Implement Best Management Practices (BMPs) of a WPP <input type="checkbox"/> Implement BMPs of a Total Maximum Daily Load (TMDL) Implementation Plan (I-Plan) <input type="checkbox"/> Implement Low Impact Development (LID) BMPs <input type="checkbox"/> Implement demonstration BMPs <input type="checkbox"/> Other: Concisely describe the activity.
d. Education	<input type="checkbox"/> Social Marketing <input type="checkbox"/> Technology Transfer <input type="checkbox"/> Other: Concisely describe the activity.
10. Project Period:	Upon signature approval of both parties – August 31, 2016 <i>The project, if selected, will start once the contract is signed during the state fiscal year 2014. The state fiscal year begins September 1st and ends August 31st of the following calendar year. The maximum project period is three fiscal years, including 2014, 2015, and 2016. You may indicate a shorter period if appropriate for your project.</i>

11. Cost Summary	<i>Do not fill these cells in; they are linked to Part X, #41, Line M. After you have completed Part X, return to this table, select the cells in the right column, and click F9 (or right-click and select "Update Fields"). The cells should then be populated with the information from Part X, #41, Line M. The federal portion (a. Federal (TCEQ) Reimbursable Costs) should equal 60% (sixty percent) of the total project cost. The applicant portion (b. Non-Federal Matching) should equal 40% of the total project cost.</i>
a. Federal Reimbursable Costs	\$ 0
b. Non-Federal Matching	\$ 0
c. Total Project Costs	\$ 0

Part II. Applicant Information

12. Organization	Provide the name of the applicant organization which will manage the project under contract with the TCEQ, if selected.
13. Project Leader	Enter the name of the primary contact person for the applicant organization.
14. Title	Enter the project leader's title or position at the applicant organization.
15. Federal ID No.	Enter the organization's federal ID number.
16. E-mail Address	Enter the e-mail address of the Project Leader.
17. Mailing Address	Enter the mailing address of the Project Leader.
18. City	Enter the city of the project leader's mailing address.
19. County	Enter the county in which the project leader's organization is located.
20. State	Enter the state of the project leader's mailing address.
21. Zip Code	Enter the zip code of the project leader's mailing address.
22. Telephone No.	Enter the telephone number of the project leader.
23. Fax No.	Enter the fax number of the project leader.

24. Applicant Qualifications:

Provide a brief description of the Applicant's experience related to the activities in the proposed project, including planning, other state or federally funded work, and expertise in specific activities (technical, outreach, budgetary, and other).

Please cite reports and other work products produced by the Applicant/Team.

It is recommended that the Proposal Ranking Priorities Criteria D be addressed here.

Part III. Project Partners

25. Project Partners and Roles

a. Project Partners (Organizations)^	b. Roles & Responsibilities
Texas Commission On Environmental Quality (TCEQ)	Provide state oversight and management of all project activities and ensure coordination of activities with related projects and TSSWCB.
In this column, list organizations other than the lead organization that will actively participate in the project. If certain project activities will be subcontracted through a competitive process, please enter "subcontractor".	In this column, describe the nature of the Project Partner's participation, including roles and responsibilities related to the project.
List a Partner Organization.	In this column, describe the nature of the Project Partner's participation, including roles and responsibilities related to the project.
List a Partner Organization.	In this column, describe the nature of the Project Partner's participation, including roles and responsibilities related to the project.

^ Applicants must confirm the listed partnerships prior to submitting the project application, except in the case of subcontractors not yet procured.

Part IV. Planning Coordination

<p>26. Implements a WPP or a TMDL I-Plan</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, complete the additional items below.</p> <p>Document Title: Provide the document title, and a Web link or other reference for locating the document.</p> <p>Developing Organization: Identify the organization that developed the document, and any organizations that approved the document.</p> <p>State Agency Overseeing Plan: Indicate the state agency overseeing the plan (examples: TCEQ, TSSWCB). If not applicable, enter "NA."</p> <p>Year Finalized: Provide the year that the document was finalized or last updated.</p> <p>Measures to Implement: Identify concisely the locations in the document (such as the section, page number, and BMP number) that reference measures proposed to be implemented.</p>
<p>27. Implements the Texas Coastal Nonpoint Source Pollution Control Program</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, complete the item below.</p> <p>Measures to Implement: Identify concisely the locations in the document (such as the section, page number, and BMP) that reference measures proposed to be implemented.</p>

<p>28. Implements the Texas NPS Management Program (draft 2012 update)</p>	<p>Check all that apply:</p> <p>Component 1(Ch. 2): Long Term Objectives: 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> Short Term Objectives: Data Collection and Assessment: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> Implementation: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> Education: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/></p> <p>Components(Ch. 1): 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/></p> <p>Milestones: Priority Watershed Milestones (Ch. 2): A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> NPS Program Milestones (Appendix E): <input type="checkbox"/> Milestone/Measurement: Provide the Milestone and/or Milestone Measurement as found in Appendix E to the 2012 TX NPS Management Program.</p> <p><i>The Components listed above are described in the instructions accompanying this form. The Components are also described in Chapter 1 of the draft 2012 Texas Nonpoint Source Management Program. The Long- and Short-Term Objectives are in Chapter 2. The Milestones are found in Chapter 2 and Appendix E.</i></p>
<p>29. Project is in an area covered under an MS4 Permit:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, complete the additional items below.</p> <p>MS4 Permit Holder: Enter the name of the organization that holds the MS4 permit.</p> <p>The grantee has reviewed the MS4 Permit: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>The grantee has reviewed the Stormwater Management Program (SWMP): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Does the proposed project fund activities required under an MS4 Permit or the associated SWMP: Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>Activities required under an MS4 Permit or the associated SWMP are not eligible for CWA Section 319 funds.</i></p>

Part V. Water Body Information

30. Water Body Information

Water bodies may include 1) stream, lake, or estuary segments and 2) major or minor aquifers.

Enter watershed information in the columns indicated. Add/delete rows if necessary. Not applicable for statewide projects.

a. Watershed or Aquifer Name	b. Segment ID	c. Hydrologic Unit Code (10 or 12 Digit)	d. Size
Enter the watershed or aquifer name	Enter the segment ID as listed in Part I, #7	Enter the 10- or 12-digit hydrologic unit code	Enter the miles, acres, or square miles of the project area.
Enter the watershed or aquifer name	Enter the segment ID as listed in Part I, #7	Enter the 10- or 12-digit hydrologic unit code	Enter the miles, acres, or square miles of the project area.
Enter the watershed or aquifer name	Enter the segment ID as listed in Part I, #7	Enter the 10- or 12-digit hydrologic unit code	Enter the miles, acres, or square miles of the project area.
Enter the watershed or aquifer name	Enter the segment ID as listed in Part I, #7	Enter the 10- or 12-digit hydrologic unit code	Enter the miles, acres, or square miles of the project area.

Part VI. Project Narrative

31. Problem/Need Statement:

Provide a brief statement of the water quality problem or challenge to be addressed by the project.

Concisely explain the need for and importance of this project. Explain why the proposed project is the appropriate solution for the water quality problem.

Include brief descriptions of other projects and coordination efforts that have addressed the water quality issues in the water body. Describe how this project builds on and will be coordinated (technically, financially) with those efforts.

It is recommended that the Proposal Ranking Priorities Criteria A and B that were not addressed in Parts I and IV be addressed here.

32. Project Goals:

- Describe in greater detail the project goals provided in Part I, #2. Provide detail on the outcomes the project intends to accomplish.

Information provided in this section should closely tie to the preceding problem statement, focusing on the restoration and protection of water quality.

In cases where administrative project goals or objectives are included, a clear link back to the project's environmental goal or objective must be provided.

Environmental goals should be as detailed and quantifiable as possible, particularly where historical information or previous projects provide a basis for projections or estimates.

Explain how accomplishment of these goals will address Ranking Criteria C, if applicable.

Goals should be measurable so that success can be measured at the end of the project.

The measures of success should be entered in Part I, #4 and Part VIII.

33. General Project Description:

Provide a brief narrative description of the project activities, how the activities will address the water quality problem, and how the activities will accomplish the project's goals.

The project description section should clearly indicate how the proposed tasks will be coordinated with each other, and with associated projects when they exist.

If environmental data operations are being conducted, provide an overview of what activities will be conducted. Explain why the information is needed and how it will be used. Environmental data operations require coverage under a QAPP. These activities typically include, but are not limited to: data acquisition for statistical and geostatistical analysis, environmental data collection, modeling, and associated reporting. See the Quality Assurance Project Plan section of the Grant Application Conditions in the RFGA Application Kit for important definition and explanation.

Indicate how the improvement to water quality, the pollutant load reductions, and other measures of success will be accomplished and how they will be sustained after the project is complete.

Describe continuing efforts of the project after the project completion. This includes stakeholder group support, operation and maintenance activities of BMPs, and any funding or other commitments after project completion.

34. Project Map:

Insert a map of the water body showing relevant geographical contexts, such as the outline of the watershed, cities, monitoring locations, etc.

Part VII. Project Tasks

35. Tasks

See Instructions accompanying the form for completing the task tables in this section.

Task 1:	Project Administration
Objective:	To effectively administer, coordinate, and monitor all work performed under this project including technical and financial supervision and preparation of status reports.
Subtask 1.1:	Project Oversight – The GRANTEE will provide technical and fiscal oversight of the staff and/or subgrantee(s)/ subcontractor(s) to ensure Tasks and Deliverables are acceptable and completed as scheduled and within budget. With the TCEQ Project Manager authorization, the GRANTEE may secure the services of subgrantee(s)/ subcontractor(s). Project oversight status will be provided to the TCEQ with the Quarterly Progress Reports.
Subtask 1.2:	Quarterly Progress Reports (QPRs) – The GRANTEE will submit QPRs to the TCEQ Project Manager by the 15th of the month following each state fiscal quarter for incorporation by the TCEQ into the Grant Reporting and Tracking System (GRTS). The Reports are to include the following: <ul style="list-style-type: none"> • Status of deliverables for each task • Brief narrative description in Progress Report format
Subtask 1.3:	Reimbursement Forms – The GRANTEE will submit reimbursement forms to the TCEQ Contract Manager by the last day of the month following each state fiscal quarter. For the final quarter of the contract period, Reimbursement Forms are required on a monthly basis.
Subtask 1.4:	Contract Communication – The GRANTEE will participate in a post-award orientation meeting with TCEQ within 30 days of contract execution. The GRANTEE will maintain regular telephone and/or email communication with the TCEQ Project Manager regarding the status and progress of the project in regard to any matters that require attention between QPRs. Matters that must be communicated to the TCEQ Project Manager include, but are not limited to: <ul style="list-style-type: none"> • Notification a minimum of 14 days before that GRANTEE has scheduled public meetings or events, initiation of construction, or other major task activities. • Notification within 48 hours regarding events or circumstances that may require changes to the budget, scope of work, or schedule of deliverables.
Subtask 1.5:	Coordination Meeting with EPA – The GRANTEE will attend a project update and coordination meeting with EPA in Dallas to share progress on goals, measures of success, challenges, and opportunities mid-way through the project.
Subtask 1.6:	Annual Report Article – The GRANTEE will provide an article for the <i>Nonpoint Source Annual Report</i> upon request by the TCEQ. The article will include a brief summary of the project and describe the activities of the past fiscal year.
Deliverables:	<ul style="list-style-type: none"> • QPRs • Reimbursement Forms • Contract Communication Meeting Minutes • Annual Report Article

Task 2:	<p>Quality Assurance <i>(if applicable)</i></p> <p><i>If the project includes collection, modeling, or acquisition for statistical or geospatial analysis of environmental data, include Task 2; if not, delete the Quality Assurance text and use the Task 2 table to describe a different activity.</i></p>
Objective:	<p>To refine, document, and implement data quality objectives (DQOs) and quality assurance/control (QA/QC) activities that ensure data of known and acceptable quality are generated by this project.</p>
Subtask 2.1:	<p>Quality Assurance Project Plan (QAPP) Planning Meeting – The GRANTEE will schedule a QAPP planning meeting with the TCEQ Project Manager, Quality Assurance staff, technical staff, and contractors, to implement a systematic planning process based on the elements in the TCEQ NPS QAPP Shell. The information developed during this meeting will be incorporated into a QAPP. The storage location of data records, and how data should be coded, will also be determined during these meetings. The GRANTEE may conduct additional meetings to determine whether changes to an existing QAPP are needed.</p>
Subtask 2.2:	<p>QAPP – The GRANTEE will develop and submit to the TCEQ a QAPP with project-specific DQOs and other components consistent with the following documents:</p> <ul style="list-style-type: none"> • EPA Requirements for Quality Assurance Project Plans (QA/R5) • EPA Guidance for Geospatial Data Quality Assurance Project Plans (QA/G-5G) • EPA QAPP Requirements for Secondary Data Research Projects • TCEQ Surface Water Quality Monitoring Procedures • TCEQ NPS QAPP Shell(s) <p>The GRANTEE will develop the QAPP in consultation with the TCEQ Project Manager, QA and technical staff, and contractors. The GRANTEE will submit the QAPP to the TCEQ 120 days or more prior to the scheduled initiation of environmental data operations. The QAPP must be signed/fully approved by TCEQ and, if necessary, EPA, before any environmental data operations begin.</p> <p>Activities covered under this QAPP: <i>(only include applicable items)</i></p> <ul style="list-style-type: none"> • Data Acquisition • Map development • Data collection <p>Tasks covered under this QAPP:</p> <ul style="list-style-type: none"> • <i>[List all project tasks covered by this QAPP.]</i> <p>Tasks NOT covered under this QAPP:</p> <ul style="list-style-type: none"> • <i>[List all project task which do not require a QAPP or are conducted under another TCEQ approved QAPP.]</i> <p><i>All project tasks must be listed as either covered or not requiring coverage under this QAPP.</i></p>

Subtask 2.3:	<p>QAPP for Modeling – The GRANTEE will develop and submit to the TCEQ a QAPP with project-specific data quality objectives consistent with the EPA Requirements for Quality Assurance Project Plans for Modeling QA/G-5M format 120 days or more prior to the scheduled initiation of environmental data operations associated with modeling activities. The QAPP will be developed by the GRANTEE in consultation with the TCEQ Project Manager, Quality Assurance staff, technical staff, and contractors. The QAPP must be signed/fully approved by TCEQ, and if necessary, EPA, before any environmental data operation begins.</p> <p>Activities covered under this QAPP: <i>(only include items applicable)</i></p> <ul style="list-style-type: none"> • Data Acquisition • Map development • Modeling <p>Tasks covered under this QAPP:</p> <ul style="list-style-type: none"> • <i>[List all project tasks covered by this QAPP]</i> <p>Tasks NOT covered under this QAPP:</p> <ul style="list-style-type: none"> • <i>[List all project task which do not require a QAPP or are conducted under another TCEQ approved QAPP.]</i> <p><i>All project tasks must be listed as either covered or not requiring coverage under this QAPP.</i></p>
Subtask 2.:	<p>QAPP Annual Updates or Reissuances –The GRANTEE will submit annual QAPP updates or reissuances no less than 90days prior to the end of the effective period of the QAPP. The last approved version of a QAPP will remain in effect only for the specified approval period. Upon expiration of the approval period for a QAPP, all the work covered by the expired QAPP will cease until such time as revised a QAPP has been fully approved by TCEQ and, if necessary, EPA.</p>
Subtask 2.:	<p>QAPP Amendments – The GRANTEE will review, approve, and incorporate all changes into a revised QAPP during the annual revision process, or will submit an amendment to the QAPP 120 days prior to the scheduled initiation of changes or additions to activities listed in the current QAPP. The GRANTEE will document all changes to the QAPP and the reasons for the changes. The GRANTEE will ensure the current QAPP in place is followed until an amended QAPP is signed/fully approved by TCEQ and, if necessary, EPA.</p>
Deliverables:	<ul style="list-style-type: none"> • QAPP Planning Meeting Minutes • Draft and Final QAPP • Draft and Final QAPP Annual Updates / Reissuances • Draft and Final QAPP Amendments

Task Enter the task number:	Data Collection and Analysis <i>(as applicable)</i>
Objective:	To collect and analyze data in accordance with the approved QAPP.

Subtask Enter the task number.1:	<p>Data Collection – <i>Add text as applicable. Generally describe the sampling strategy including minimum number of sites, minimum number of sampling events, key analyses to be performed, and how the data collection meets DQOs. Avoid a level of detail which is likely to require revision during the QAPP development phase of the project.</i></p> <p>Field, laboratory, and other activities associated with data and information collection will be conducted in accordance with approved project plans.</p> <p>Unless TCEQ agrees in writing to allow one of the regulatory exceptions specified in Title 30 Texas Administrative Code §25.6, all laboratory analyses will be performed by a laboratory that is accredited by TCEQ and whose accreditation at the time the analyses are performed includes the matrices, methods, and parameters of analysis.</p> <p>Unless authorized by the TCEQ, monitoring projects that include <i>E. coli</i> sampling are required to have samples processed by an accredited laboratory within an 8 hour time-frame for regulatory samples and 24 hour time-frame for non-regulatory samples.</p>
Subtask Enter the task number.2:	<p>Data Submittals – The GRANTEE will review, verify, and validate water quality monitoring data before it is submitted to the TCEQ.</p> <ul style="list-style-type: none"> • The GRANTEE will submit a semi-annual report of water quality data that is consistent with TCEQ formatting requirements for upload into the Surface Water Quality Monitoring Information System (SWQMIS). • If water quality data are not appropriate for submittal to SWQMIS, the GRANTEE will format and submit data in coordination with the TCEQ to the EPA Water Quality Exchange (WQX) network for housing in WQX and/or the EPA STORET (STOrage and RETrieval) Data Warehouse. <p>The GRANTEE will submit data reports and presentations for review and approval at least two weeks prior to the scheduled public release.</p>
Subtask Enter the task number.3:	<p>Data Analysis – The GRANTEE will analyze data and information collected in accordance with the QAPP.</p>
Subtask Enter the task number.4:	<p>Data Collection and Analysis Report – The GRANTEE will develop a report detailing activities conducted under this task.</p>
Deliverables:	<ul style="list-style-type: none"> • Draft and Final Data Collection and Analysis Report

Task Enter the task number:	<p>Modeling (<i>as applicable</i>)</p>
Objective:	<p>To conduct modeling activities in accordance with the approved QAPP.</p>
Subtask Enter the task number.1:	<p>Modeling – <i>Add text as applicable. Generally describe modeling strategy including model(s) to be used and what questions the results will answer. Avoid a level of detail which is likely to require revision during the QAPP development phase of the project.</i></p>
Subtask Enter the task number.2:	<p>Modeling Report – The GRANTEE will develop a report detailing activities conducted under this task.</p>
Deliverables:	<ul style="list-style-type: none"> • Draft and Final Modeling Report

Copy and paste this table to add additional tasks.

Duplicate the table below as necessary to enter all the tasks for your project. Separate tasks should be developed for distinct activities, and subtasks should be used to provide greater detail about specific components of the task. The Project Administration Task is provided and may not be edited. The QAPP Task is provided for projects that will collect or acquire environmental data for analysis under the project. The Final Report Task is also provided and is required for all projects. The appropriate task number should be entered. No other information may be edited under the Final Report Task.

For each task, provide the following information:

Task: Identify the task number and provide a concise title for the task.

Objective: State an objective for each task specifying what the task is intended to accomplish.

Subtasks: Insert subtasks representing each important and distinct activity involved in the primary task.

- Number each subtask with the overall task number followed by a period and the corresponding subtask number.
- Provide a name for the subtask using the style “Emphasis” (by clicking the style), followed by an “em” dash (long dash).
- Each task—other than Project Administration, Quality Assurance (if applicable), and Final Report—must have a final subtask providing a report upon completion of that task. The Task Report should be titled with the task name followed by “Task Report.”

Deliverables: List all of the deliverables of the task. Deliverables are tangible work products you will submit in fulfillment and/or documentation of the task.

Task :	Task Title
Objective:	
Subtask:	Subtask Name —
Subtask:	
Subtask:	
Subtask:	
Subtask:	
Deliverables:	<ul style="list-style-type: none"> • Task Report

Paste additional task tables here.

All projects must include preparation and submittal of a Final Report.

<p>Task Enter the task number for the Final Report task.:</p>	<p>Final Report</p>
<p>Objective:</p>	<p>The GRANTEE will produce a Final Report that summarizes all activities completed and conclusions reached during the project. The report must describe project activities, and identify and discuss the extent to which project goals and purposes have been achieved, and the amount of funds actually spent on the project. The report should emphasize successes, failures, lessons learned, and should include specific water quality data demonstrating water quality improvements if applicable. The Final Report must summarize all the Task Reports in either the text or as appendices.</p>
<p>Subtask Enter the task number for the Final Report task.1:</p>	<p>Draft Final Report – The GRANTEE will provide a draft report summarizing all project activities, findings, and the contents of all previous deliverables, referencing and/or attaching them as web links or appendices. This comprehensive, technical report will provide analysis of all activities and deliverables under this scope of work. The report should be structured per the following outline:</p> <ul style="list-style-type: none"> • Title • Table of Contents • Executive Summary • Introduction • Project Significance and Background • Methods • Results and Observations • Discussion • Summary • References • Appendices
<p>Subtask Enter the task number for the Final Report task.2:</p>	<p>Final Report – The GRANTEE will revise the draft report to address comments provided by the TCEQ Project Manager and the EPA. The GRANTEE will submit the final report to the TCEQ Project Manager, who will subsequently submit it to EPA.</p>
<p>Deliverables</p>	<ul style="list-style-type: none"> • Draft Final Report • Address TCEQ/EPA comments pursuant to TCEQ/EPA approval • Final Report •

Part VIII. Measures of Success

36. Measures of Success:

Briefly explain the measures of success listed in Part I, #4. This includes how the project will track and document the accomplishment of project goals. Show how these measures demonstrate accomplishment of the Ranking Criteria C, if applicable.

37. Estimated Load Reductions and Method(s) (if applicable):

Give an estimate of NPS pollutant load reduction to be accomplished in the water body. Cite the method and a summary of the relevant data used in developing the estimate. See accompanying instructions for more details.

Part IX. Project Timeline

38. Estimate timeline for project activities

Estimate the timeline for project activities by placing an “x” in the quarters (indicated by the quarter numbers listed at the top of the columns) during which the activities will be occurring. Major tasks/subtasks of the project should be listed with a timeframe provided by indicating appropriate quarters. The estimated project start date is the first quarter of the state fiscal year 2014. The state fiscal year begins September 1st and ends August 31st of the following calendar year. Add or delete rows as necessary.

Task/ Sub- task	Description	FY 14 Q1	FY 14 Q2	FY 14 Q3	FY 14 Q4	FY 15 Q1	FY 15 Q2	FY 15 Q3	FY 15 Q4	FY 16 Q1	FY 16 Q2	FY 16 Q3	FY 16 Q4
1	Project Administration	x	x	x	x	x	x	x	x	x	x	x	x
2.3	QAPP development	x	x										
2._	QAPP update					x	x			x	x		
	Final Report											x	x
	TCEQ/EPA Approval												x

Part X. Financial Information

Very Important: See instructions for completing the Financial Information tables in this section.

39. TCEQ Reimbursable Project Costs

(Federal portion that must equal 60% of overall project costs)

Category	Total Amount	Justification (itemized expenses)
Personnel	\$ 0	
Fringe Benefits	\$ 0	
Travel	\$ 0	
Supplies	\$ 0	
Equipment	\$ 0	
Contractual	\$ 0	
Construction	\$ 0	
Other	\$ 0	
Indirect	\$ 0	
Total	\$ 0	

40. Matching Project Costs Provided by the Grantee

(Non-Federal portion that must equal 40% of overall project costs)

Category	Total Amount	Justification (itemized expenses)
Personnel	\$ 0	
Fringe Benefits	\$ 0	
Travel	\$ 0	
Supplies	\$ 0	
Equipment	\$ 0	
Contractual	\$ 0	
Construction	\$ 0	
Other	\$ 0	
Indirect	\$ 0	
In-kind	\$ 0	
Total	\$ 0	Identify the source of match to be utilized. The match source must be state or local funds that are not being counted towards other federal or state cost sharing requirements. Identify if program income costs are being utilized.

41. Budget by Task

Task #	Title	TCEQ Reimbursable Portion (Federal)	Grantee Match Portion (Non-Federal)	Total
1	Project Administration	\$ 0	\$ 0	\$ 0
2	Quality Assurance	\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
		\$ 0	\$ 0	\$ 0
	Final Report	\$ 0	\$ 0	\$ 0
	Total	\$ 0	\$ 0	\$ 0

42. Budget Summary

Category	TCEQ Reimbursable Portion (Federal)	Grantee Match Portion (Non-Federal)	Total
a. Personnel	\$ 0	\$ 0	\$ 0
b. Fringe Benefits	\$ 0	\$ 0	\$ 0
c. Travel	\$ 0	\$ 0	\$ 0
d. Supplies	\$ 0	\$ 0	\$ 0
e. Equipment	\$ 0	\$ 0	\$ 0
f. Contractual	\$ 0	\$ 0	\$ 0
g. Construction	\$ 0	\$ 0	\$ 0
h. Other	\$ 0	\$ 0	\$ 0
i. Subtotal: Total Direct Costs (sum a-h)	\$ 0	\$ 0	\$ 0
j. Indirect Costs	\$ 0	\$ 0	\$ 0
k. Other In-kind / Third Party		\$ 0	\$ 0
l. Total Project Costs (sum k & l)	\$ 0	\$ 0	\$ 0

Part XI. Applicant Authorization

43. Applicant Signature

	Type the Title of the Signatory.	DD/MM/YYYY
Type the Name of the Signatory.	Title	Date