

## 2025 CCWD Water Quality Cost Share Program: Guidelines & Request for Proposals

### Program Overview

The purpose of this cost-share program is to support projects and practices that improve water quality consistent with the Coon Creek Watershed District's (CCWD) Total Maximum Daily Load study ([TMDL](#)), Watershed Restoration and Protection Strategy Report ([WRAPS](#)), and [CCWD 2024-2033 Comprehensive Water Management Plan](#).

In 2025, \$290,000 is available to assist local partners in implementing eligible projects, up to \$75,000 per project or 50% of eligible costs (whichever is less).

There are three categories for cost-share funding:

1. General Water Quality Improvement Projects & Practices (\$125,000)
2. Enhanced Street Sweeping (\$150,000)
3. Water Quality Improvement Planning/ Feasibility (\$15,000)

Scoring criteria and example projects are included below for each cost-share category.

### Eligibility

Projects/practices must be located within the Coon Creek Watershed District's legal boundaries.

The following entities may apply for cost-share assistance under this program:

- Entities jointly responsible for achieving CCWD TMDL pollutant loading targets including member cities, Anoka County, and MnDOT
- The Anoka Conservation District
- Local units of government may serve as the grantee on behalf of private entities and individuals with prior approval from the District; please schedule a pre-application meeting to discuss

The District Board of Managers reserves the right to deny applications that do not meet substantial scoring criteria or fund a portion of an eligible application.

### Eligible projects include:

1. Projects/practices intended to address beneficial use impairments in CCWD's waters:

| Receiving Water   | Impairment               | Pollutant or Stressor                                     |
|-------------------|--------------------------|---|
| Coon Creek        | Aquatic Life, Recreation | TSS, TP, DO, habitat, altered hydrology, <i>E. coli</i>   |
| Sand Creek        | Aquatic Life, Recreation | TSS, TP, habitat, altered hydrology, <i>E. coli</i>       |
| Springbrook Creek | Aquatic Life, Recreation | TP, habitat, altered hydrology, chlorides, <i>E. coli</i> |
| Pleasure Creek    | Aquatic Life, Recreation | TSS, TP, habitat, chlorides, <i>E. coli</i>               |
| Mississippi Rv    | Aquatic Life, Recreation | TSS, TP, <i>E. coli</i>                                   |

2. Projects/practices intended to reduce chlorides in all CCWD receiving waters
3. Projects/practices intended to protect high quality unimpaired resources consistent with the CCWD WRAPS (e. g., Crooked Lake, Ham Lake, Lake Netta, Sunrise Lake, Cenaiko Lake)
4. Projects in conjunction with planned municipal construction, redevelopment, or retrofit projects that meet the above criteria and exceed minimum permit requirements are encouraged.

### Ineligible projects include:

1. Projects intended to meet the minimum requirements of CCWD Rules or other mandates.
2. Projects already completed.
3. Duplicate proposals by the same applicant exceeding a total lifetime award of \$75,000 or within 18 months of a repeat award with the exception of enhanced street sweeping activities.

### Eligible Costs include:

1. Contractors, Services, and Equipment including, but not limited to:
  - Construction services
  - Engineering services
  - Laboratory and geotechnical analyses
  - Signage
  - Materials and supplies, including freight charges
  - Capital equipment
2. Actual project costs; grantees may not inflate contractor or materials costs.

### Ineligible Costs include:

1. Staff time. Staff time is not reimbursable under this cost-share grant and may not be used to satisfy match requirements with the exception of street sweeping operators and support staff.
2. Maintenance costs: costs associated with maintenance of existing practices or maintenance of proposed project elements.

## Application & Award Process

- A competitive RFP is released each year with applications due on the established deadlines listed below or until all funds are depleted:

| Application Deadlines  | Awards Announced  |
|--|---|
| <b>1:</b> February 7, 2025<br><b>2:</b> <b>August 25</b> , 2025<br><b>3:</b> TBD (if applicable) | 2 <sup>nd</sup> CCWD Board meeting<br>after each deadline |

- Applications are scored by District staff and the District Engineer in accordance with the scoring criteria outlined below for each cost-share category
- Award recommendations are brought before the District Board of Managers for formal approval at the second regular meeting after each deadline
- Applications are considered complete when all sections are filled out, including any required attachments, and signed
- Submit completed applications to:  
[jdauphinais@cooncreekwd.org](mailto:jdauphinais@cooncreekwd.org) OR Coon Creek Watershed District  
Attn: Justine Dauphinais  
13632 Van Buren St NE  
Ham Lake, MN 55304
- Applicants are strongly encouraged to contact Justine Dauphinais at 651-587-3496 or [jdauphinais@cooncreekwd.org](mailto:jdauphinais@cooncreekwd.org) with any questions or to schedule a pre-application meeting to discuss potential projects or for assistance with application materials
- If surplus cost-share funds remain in any cost share category after the initial round of awards, CCWD reserves the right to reallocate dollars between cost-share categories and to consider time-sensitive proposals between subsequent deadlines on a case-by-case basis consistent with the intent of this cost share program.

- Applicants will be notified when all funds are expended for the given calendar year

### **Cost-share Agreement Terms**

- Maximum grant award: 50% of total project costs, up to \$75,000
- 50% match required, not including staff time (with the exception of sweeping staff)
- Upon award, a grant Funding Agreement including an Operations & Maintenance Plan, if applicable, must be executed within 90 days
- Cost-share dollars will be disbursed in the following manner: 80% upon execution of grant agreement with 20% withheld until project completion and receipt of required documentation
- Work must be completed by Dec 31, 2026 unless an extension is granted in writing
- All submitted information becomes part of the public record

## Application Scoring Criteria

### General WQ Improvement Projects & Practices Category

| Scoring Criteria  | Maximum Points Possible |
|---|-------------------------|
| <b>Project Description:</b> Clear, concise description of proposed project (what, where, when, why). Water quality improvement is the primary purpose of the proposed project.  | 2                       |
| <p><b>Water quality outcomes:</b> Priority is given in the following order: Projects that address: 1) TMDL WLAs, 2) TMDL LAs and non-pollutant stressors to aquatic life impairments, 3) chloride reductions, 4) protection of high-quality unimpaired waters</p> <p>Projects will score higher that address multiple priorities or pollutants, are strategically targeted, have a large scale of impact as measured by land area or volume of water treated or mass of pollutants removed, or that are specifically identified in the District WRAPS implementation table.</p> <p>The proposed methods must have a high likelihood of achieving the stated outcomes.</p> | 15                      |
| <b>Cost-effectiveness:</b> Water quality outcomes are quantifiable, feasible, and affordable on a mass of pollutant/dollar basis. Project results in demonstrated savings as part of a related project.   | 5                       |
| <b>Project Readiness/Timing:</b> Clear, realistic implementation timeline. Priority will be given to projects with a limited time window for implementation (e.g., work as part of a planned municipal reconstruction project).   | 5                       |
| <b>Secondary benefits:</b> Extra points given for projects with secondary benefits such as flood mitigation or protection, public engagement opportunities, wildlife habitat enhancement, etc.  | 3                       |
| <b>TOTAL POSSIBLE PROJECT SCORE</b>   | <b>30</b>               |

### Example Projects:

- oversizing stormwater volume or treatment BMPs as part of development/redevelopment work
- retrofitting existing BMPs to increase performance
- construction of new structural stormwater BMPs
- implementation of non-structural BMPs (pet waste, goose control, incentive programs, etc.)
- equipment or software upgrades (de-icing, smart irrigation controllers, sanitary I&I mitigation, etc.)
- stream crossing enhancements for aquatic organism passage
- bank stabilization/stream habitat restoration

## Enhanced Street Sweeping Category

| Scoring Criteria   | Maximum Points Possible |
|--|-------------------------|
| <b>Description:</b><br>Clear, concise description of proposed activity/ equipment. Water Quality Improvement is the primary purpose of the proposal.   | 3                       |
| <b>Water quality outcomes:</b><br>Clear articulation of how the proposal will result in additional water quality benefits compared to baseline sweeping activities.<br><br>Scoring based on <u>magnitude of pollutant removals</u> in the following order of preference: 1) strategic targeting/optimization of effort (cost-effectiveness), 2) increased in-house capacity/effort, 3) blanket increased effort with contracted sweeping, 4) record-keeping improvements increasing eligible credits.<br><br>Projects consistent with recommendations in the 2024 CCWD sweeping crediting & enhancement study receive priority; no points given if proposal supplants existing baseline sweeping efforts with no measurable proposed water quality benefit | 18                      |
| <b>Long-term benefits:</b><br>Proposals that reduce existing barriers to enhanced sweeping and with multi-year benefits (e.g., equipment upgrades, materials management improvements) score better than those resulting in single season benefits.   | 9                       |
| <b>TOTAL POSSIBLE PROJECT SCORE</b>  | <b>30</b>               |

### Example Projects:

- Equipment purchase/ upgrades (e.g., regenerative air sweepers, leaf vacuums, trommel screener, broom-on GPS tracking retrofits, on-board scale retrofits)
- Increased in-house sweeping effort
- Targeted contract sweeping
- Materials management improvements that increase sweeping capacity

## WQ Improvement Planning Category

| Scoring Criteria   | Maximum Points Possible |
|--|-------------------------|
| <b>Project Description:</b> Clear, concise description of proposed work (what, when, where, why). Water quality improvement is the primary purpose of the proposed planning work.  | 3                       |
| <b>Water quality outcomes:</b><br>Clear articulation of how the proposed work will facilitate water quality benefits above and beyond normal operations or mandates.<br><br>Priority is given in the following order: planning work that facilitates addressing: 1) TMDL WLAs, 2) TMDL LAs and non-pollutant stressors to aquatic life impairments, 3) chloride reductions, 4) protection of high-quality unimpaired waters<br><br>Planning/feasibility work that addresses multiple pollutants, strategic targeting, large-scale regional projects, or implementation strategies specifically identified in the CCWD WRAPS implementation table receives priority.<br><br>Extra points for work addressing stated secondary benefits such as flood mitigation or habitat enhancement. | 20                      |
| <b>Project Readiness/Timing:</b> Priority given to time-sensitive work that helps facilitate projects with a limited implementation window (e.g., as part of a planned municipal reconstruction).  | 7                       |
| <b>TOTAL POSSIBLE PROJECT SCORE</b>  | <b>30</b>               |

### Example Projects:

- Modeling BMP scenarios for proposed work above and beyond permit requirements
- Development of concept designs for WQ improvement projects
- Feasibility and Geotechnical analyses for WQ improvement projects
- Pollutant source investigations and mitigation plans