



CUMBERLAND COUNTY COUNTYWIDE ACTION PLAN CLEAN WATER GRANT PROGRAM (CWGP)

Applications are due June 13th, 2025 (4:00pm)

Application available at: [Clean Water Cumberland | Cumberland County, PA - Official Website \(cumberlandcountypa.gov\)](https://www.cumberlandcountypa.gov/4897/Clean-Water-Cumberland---Countywide-Acti)

INTRODUCTION

The PA Department of Environmental Protection initiated its Phase 3 Watershed Improvement Program in 2019 to reduce nitrogen, phosphorus, and sediment pollution to the Chesapeake Bay. In 2021, DEP partnered with Cumberland County and seven other counties that account for 50% of the bay pollution emissions to create county-based Clean Water Action Plans (CAP) to remove nonpoint source pollution entering local waterways and in turn, the Chesapeake Bay. Collectively those plans would make a substantial contribution to attaining Pennsylvania's share of EPA's Chesapeake Bay pollution reduction standards by the established 2025 deadline.

Cumberland County's CAP, which is updated biannually, includes a variety of water quality projects such as cover cropping, lawn conversion, forest buffers, barnyard runoff controls, conservation landscaping, and urban stormwater management. The CAP uses federal, state, and nonprofit funding to implement those projects with defined nutrient reduction benefits. As of 2023, the County's CAP projects have reduced annual nitrogen loadings by 1.1 million pounds and phosphorus loadings by 36,000 pounds, 37% and 38% percent, respectively of DEP's goals for nitrogen and phosphorus pollution reduction by 2025. More information about Cumberland County's CAP, pollution reduction goals, and progress toward those goals can be found at <https://www.cumberlandcountypa.gov/4897/Clean-Water-Cumberland---Countywide-Acti>

Despite the county's progress toward its pollution reduction goals, more work is needed. Thus, the county has developed the Cumberland County Clean Water Grant Program (CWGP). The CWGP provides federal, state, county, and nonprofit funding to municipalities, nonprofits, businesses, and educational institutions to implement water quality projects consistent with the CAP goals.



PROGRAM OBJECTIVES

The objectives of the CWGP are:

- Maximize the impact of limited pollution reduction funding by investing in priority water quality projects.
- Develop a water quality project backlog that can help leverage additional government and nonprofit funding.
- Pursue multifaceted pollution reduction strategies across a variety of water quality stakeholders.
- Accelerate progress toward the county's pollution reduction goals through activities of other water quality stakeholders.
- Institutionalize an annual project identification process that can be integrated into county CAP development plans.

ELIGIBLE APPLICANTS

Eligible CWGP applicants are limited to the following groups:

- Non-profit 501(c) organizations,
- Municipal governments,
- Educational institutions,
- Businesses with headquarters located within Cumberland County,
- Other organizations as deemed eligible by the county.

ELIGIBLE ACTIVITIES

Eligible CWGP activities are listed in the tables below. Projects may include multiple Best Management Practice (BMP) types. For full definitions of eligible project activities and their requirements, please refer to this guide: https://www.chesapeakebay.net/documents/BMP-Guide_Full.pdf

While all activities listed below are eligible for funding, those in red text have been identified as high priority types of projects. High priority projects have exceptional pollution reduction potential and thus will be given funding priority in the CWGP evaluation.

CAP subawards are intended to support projects ready for on-the-ground implementation of BMPs for construction completed in 2026. While assistance for planning, design, and engineering costs are not excluded, preference will be provided towards “shovel-ready” projects. Projects that are shovel ready have engineered drawings, permits in hand or submittals, and landowner agreements and/or easements related to rights to the property.



Eligible Agricultural Water Quality Projects	Eligible Suburban/Urban Water Quality Projects
Soil Conservation and Water Quality Plans	Runoff Reduction Stormwater Performance Standard
Nutrient Management Core Nitrogen	Wet Ponds and Wetlands*
Nutrient Management Nitrogen Placement*	Dry Extended Detention Ponds
Nutrient Management Nitrogen Rate*	Infiltration Practices w/o Sand, Veg. - A/B soils, no underdrain
Nutrient Management Nitrogen Timing*	Bioretention/raingardens - A/B soils, underdrain*
Nutrient Management Core Phosphorus	Bioswale*
Nutrient Management Phosphorus Placement*	Permeable Pavement w/o Sand, Veg. - C/D soils, underdrain
Nutrient Management Phosphorus Rate*	Vegetated Open Channels - C/D soils, no underdrain
Nutrient Management Phosphorus Timing*	Filter Strip Runoff Reduction*
Conservation Tillage	Conservation Landscaping Practices*
High Residue Tillage	Impervious Surface Reduction
Low Residue Tillage*	Urban Forest Buffer*
Cover Crop Traditional Wheat Normal Other	Urban Tree Planting – Canopy*
Cover Crop Traditional with Fall Nutrients Wheat Normal Other*	Urban Forest Planting*
Cover Crop Commodity Normal	Urban Stream Restoration*
Off Stream Watering Without Fencing	
Precision Intensive Rotational/Prescribed Grazing	
Ag Forest Buffer	
Ag Forest Buffer-Streamside with Exclusion Fencing*	
Grass Buffer*	
Grass Buffer-Streamside with Exclusion Fencing*	
Wetland Restoration – Floodplain*	
Barnyard Runoff Control	
Livestock Animal Waste Management System*	
Poultry Animal Waste Management System	
Non-Urban Stream Restoration*	



INELIGIBLE ACTIVITIES:

Administration and third-party technical assistance budgets are capped at 5% and 25%, respectively, of the overall project construction budget. Engineering and design work without construction included as part of the proposal is ineligible for funding. Planning, preparation, and submission of grant paperwork is not an eligible expense. Meals and room or event space rentals are also ineligible.

EVALUATION CRITERIA:

All applications will be reviewed for relevance and completeness of information requested and evaluated according to the following criteria:

- Reduction Level (Nitrogen, Phosphorus, and Sediment),
 - This parameter is not included on the project application. Proposed projects will be entered into CAST by the CAP Team. CAST will provide the correlating pounds of nitrogen, phosphorus, and sediment reduction for the project.
 - Highest priority given to Nitrogen then Phosphorus and Sediment.
- Reduction Efficiency,
 - Cost per pound of pollutant removed to be calculated by the CAP Team.
- Project Location,
 - Applications that benefit streams that are deemed to be impaired by PADEP will be prioritized. Refer to PADEP's Integrated Report web mapping tool for more information on impaired stream locations in Cumberland County: <https://gis.dep.pa.gov/IRViewer2024>
 - Projects located on a preserved farms will score higher.
- Priority of BMP Type,
 - Project is a high priority category as identified in the list of eligible activities.
- Multiple Plan and Goal Synergy,
 - Projects that achieve local goals and objectives identified in another planning document (e.g. county or municipal Comprehensive Plan, Land Partnerships Plan, Climate Action Plan, Hazard Mitigation Plan, Pollution Reduction Plan).
- Expanded Impact,
 - Projects that expand existing areas with BMPs in a contiguous manner (e.g. stream restoration has occurred on one property and will be continued on the next up/downstream property).
- Collaborative Effort,
 - Projects resulting from collaborative partnerships such as multi-municipal or multi-organizational partnerships.
- Additional Funding.
 - Projects with local match will have preference over other projects.



FUNDING

Annual program funding is variable and dependent upon the level of federal, state, corporate and nonprofit sources secured by the county. There is no minimum or maximum grant award amount. There is no cash match requirement, however, projects with local match will receive higher priority consideration in the evaluation process. **All funding decisions are at the sole discretion of Cumberland County and contingent upon the approval of PADEP.**

THE APPLICATION PROCESS

Pre-Application Recorded Program Overview

Applicants should review the pre-recorded overview of the CWGP guidelines. This recording will answer basic questions on the application and direct applicants to points of contact for further information. You can find this recorded overview here:

[Clean Water Cumberland | Cumberland County, PA - Official Website](https://www.cumberlandcountypa.gov/4897/Clean-Water-Cumberland---Countywide-Acti)
(<https://www.cumberlandcountypa.gov/4897/Clean-Water-Cumberland---Countywide-Acti>)

Required Pre-Application Meetings

A required 30-minute meeting with technical staff must be scheduled at the applicant's request to clarify project eligibility, program guidelines, and technical project aspects prior to application submission. The meeting can be scheduled during the following time blocks: Tuesdays 10:00 am to 12:00 pm and Wednesdays 1:30 pm to 3:30 pm. The meeting times are first come first serve and should be scheduled by contacting Josh Clark, CAP Coordinator Consultant (HRG), jyetterclark@hrg-inc.com or Elizabeth Grant, Cumberland County Planning Specialist, emgrant@cumberlandcountypa.gov. Pre-application Meetings must be scheduled by June 6th, 2025.

Application Approval

Applications will be accepted, evaluated, and recommended for inclusion in the Cumberland County submission to DEP for CAP Block Grant funding. DEP will determine projects selected for funding. Approval for inclusion in the submission does not guarantee available funds nor constitute a notice of award.



Application Schedule

- Application Period Opens: April 14, 2025
- Required Pre-Application Meetings: April-June 6, 2025
- Application Deadline: June 13, 2025 (Online submissions due 4PM) Late submissions will be reserved for future subaward solicitations but will not be eligible for the current funding round.
- Application Review and Ranking: June - September 2025
- Submission of CAP Block Grant Application to PADEP: September - October 2025
- Notice of CAP Block Grant Award to Cumberland County from PADEP: December 2025
- Notification of Award to Applicants: February 2026
- Contracting: March 2026
- Period of Grant Performance: March 2026 - December 2026

Application Components

All applications must be submitted electronically. Applications can be submitted via email to Josh Clark, CAP Coordinator Consultant (HRG), jyetterclark@hrg-inc.com or Elizabeth Grant, Cumberland County Planning Specialist, emgrant@cumberlandcountypa.gov. **Paper applications will not be accepted.** Applications must be submitted by an authorized signatory of the applying organization. In addition to the information required on the application, the following supplemental documentation must be submitted for review. Applications not addressing these details will not be considered.

- Project narrative.
- Budget detail and supporting documentation to justify budget (quotes, estimates, hourly rates and itemized lists).
- Site plans and/or specifications used for the layout and construction of BMPs with evidence they were prepared and sealed by an appropriate design professional, as necessary.
- Supporting details for long-term operation and maintenance (O&M) plan, including an overall maintenance budget, source and permanency of funding and the personnel assigned to maintain the facilities.
- Documentation of any required permits or approvals and their status as of current date.
- Documentation of any required municipal approvals and their status as of current date.
- Documentation of project acknowledgement and intent to proceed by landowner, as applicable.
- Full schedule for project procurement and construction, given a February 2026 notice of award.
- If the application is submitted pending approval of a governing body or board, the anticipated meeting date for approval should be provided.
- Letters of support, match commitment or partnership in project, as applicable.



Cumberland County Clean Water Grant Program Application

Project Name:	Click or tap here to enter text.
Applicant Organization Name:	Click or tap here to enter text.
Applicant Contact Name:	Click or tap here to enter text.
Applicant Address:	Click or tap here to enter text.
Applicant Phone Number:	Click or tap here to enter text.
Applicant Email Address:	Click or tap here to enter text.
Property Owner Name:	Click or tap here to enter text.
Project Leader/Manager (if different than Applicant):	Click or tap here to enter text.
Project Leader/Manager Phone Number & Email Address (if different than applicant):	Click or tap here to enter text.
Project Address:	Click or tap here to enter text.
Municipality:	Click or tap here to enter text.
Watershed Name:	Click or tap here to enter text.
GPS coordinate at center of the project:	Click or tap here to enter text.
Tax Parcel Number(s):	Click or tap here to enter text.
Total Parcel Acreage:	Click or tap here to enter text.
If the property is a farm, is it preserved through an Agricultural Conservation Easement?	Click or tap here to enter text.
Total Project Acreage/Limit of Disturbance Acreage:	Click or tap here to enter text.
Project Summary:	Click or tap here to enter text.
Proposed BMP Type(s):	Click or tap here to enter text.
BMP(s) Measurements (e.g. length, area, etc.):	Click or tap here to enter text.
Total Project Budget:	Click or tap here to enter text.
Amount Requested:	Click or tap here to enter text.

☐ Applicant certifies that they have attached the necessary requirements based on the program guidelines and application completeness checklist.

☐ Applicant certifies that they have read the draft subaward agreement and is prepared to satisfy the terms of the agreement.

Applicant Signature

Date

PROGRAM ADMINISTRATION

- Applicant must fill out and submit a W-9 at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>



upon offer of subaward.

- A grant acceptance meeting prior to contract execution will be held with County Planning or Conservation District staff to discuss the finalized scope of work, invoicing requirements and procedures, and project schedule.
- Upon recommendation of approval by the County Planning Department and County Conservation District, the applicant must submit a completed Cumberland County Countywide Action Plan Block Grant Program Grantee Agreement to the County Planning Department or Conservation District, who will then submit the contract to the County Commissioners for approval at a subsequent public meeting.
- Subaward payments are made on a reimbursement basis.
- Quarterly reports by Applicants will be required and must accompany payment reimbursement requests. A copy of the report is included for reference as Appendix A.
- Projects selected must comply with any federal, state, and local requirements and regulations and obtain all necessary permits, clearances, and approvals as applicable.
- An IRS Form 1099 will be provided to the sub-awardee which will need to be utilized by the sub-awardee when filing Federal Income tax return.
- Prevailing wages rate will apply dependent upon type of funding allocated from DEP (State or Federal). The sub-awardee will need to acknowledge this when signing the sub-awardee agreement.
- Where awards include State and/or Federal funds, the following recognition requirements apply. Any document resulting from this project shall contain a statement indicating that the project was financed in part or in whole by the Pennsylvania Department of Environmental Protection and/or the United States Environmental Protection Agency under assistance agreement to PA DEP. This includes news releases or materials produced for media events.
- For expense reimbursements, the following will be required:
 - Completed Request for Disbursement Form
 - A copy of the applicants cancelled check(s) in payment of eligible expenses and copies of all invoices or a letter from the vendor or consultant stating they have been paid in full.
 - Proof of in-kind services, if applicable.
 - Pictures of final constructed project, time and date stamped.

Questions?

Contact Josh Clark, CAP Coordinator Consultant (HRG), jyetterclark@hrg-inc.com or Elizabeth Grant, Cumberland County Planning Specialist, emgrant@cumberlandcountypa.gov.