

Table 1. CWIP eligible project types and mandatory standard milestones and deliverables for the agriculture sector

Agriculture Project Types Milestones		Deliverables
Agricultural Pollution Prevention – Project Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site locations and boundaries identified	Locator maps ¹ of identified problem area(s) and narrative on how areas were identified
	Water quality improvement needs and objectives identified	Project summaries with water quality improvement needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Assessment complete	Final Assessment Report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Agricultural Pollution Prevention – Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator maps ⁴ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs	Project summaries that identify site/design considerations, permitting needs, and water quality improvement objectives and goals
	Determination of operation and maintenance (O&M) responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Agricultural Pollution Prevention – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Required permits secured (if applicable)	Permit documentation (if applicable)
	Implementation update(s); Clean Water Project Sign has been installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos including photo of Clean Water Project Sign ⁴ , if applicable)
	Agricultural best management practice(s) (BMPs) implemented	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Final Performance Report ³ ; press release; post-implementation photo(s); Form 430-M

Table 2. CWIP eligible project types and mandatory standard milestones and deliverables for the developed lands sector roads subsector

Road Project Types	Milestones	Deliverables
Road Erosion Inventory	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Road network and boundaries identified, or site locations and boundaries identified	Map of segmented road network and GIS-determined hydrologically connected road segments identified
	Road erosion inventory methodology and standards established (if applicable)	Road erosion inventory methodology and standards and prioritization criteria; use Municipal Roads General Permit (MRGP) road erosion inventory methodology for municipal roads and adapt/adopt MRGP inventory with DEC approval for non-municipal road networks
	Hydrologically connected road segments inventoried	Field inventory of hydrologically connected road segments determining segments that do not, partially, and fully meet standards
	Road segments not/partially meeting standards prioritized	Implementation table of prioritized road segments requiring water quality improvements, including best management practices necessary to bring road segments into fully meeting standards and associated cost estimates
	Road Erosion Inventory complete	Final Road Erosion Inventory (includes synthesis from prior completed project deliverables); Submit Road Erosion Inventory data to DEC (municipal road data must be submitted via the MRGP Portal)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Road Project – Project Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site locations and boundaries identified	Locator map(s) ¹ of identified problem area(s) and narrative on how areas were identified
	Restoration needs and objectives identified	Project summaries with restoration needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Final assessment complete	Final Assessment Report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Road Project – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator map ¹ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs	Project summaries that identify site/design considerations, permitting needs, and water quality improvement objectives and goals
	30% design complete	Preliminary Design Final Report (includes synthesis of prior completed project deliverables, 30% designs, written landowner commitment to next project step, and cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Road Project – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator map ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Road Project – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation

Road Project Types	Milestones	Deliverables
	Required permits secured (if applicable)	Permit documentation (if applicable)
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Road BMP(s) implemented	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Final Performance Report ³ ; Municipal Roads Grants-in-Aid Final Performance Report ⁶ (BMP and/or equipment); press release; post-implementation photo(s); Form 430-M
Stormwater/Road Equipment	Project initiated; purchase of equipment	Invoice for equipment purchase
	Cooperative agreement developed (if applicable); O&M plan created and signed	Signed cooperative agreement (if applicable); signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Final Performance Report ³ ; press release; photo(s) showing equipment in use; Transfer of Ownership Request letter ⁶ ; Form 430-M

Table 3. CWIP eligible project types and mandatory standard milestones and deliverables for the developed lands sector stormwater subsector

Stormwater Project Types	Milestones	Deliverables
Stormwater Utility Development	Identify legal authority for utility creation	Relevant state statute and local statutes, Selectboard approval, Town Attorney opinion
	Identify revenue requirements	Summary report of stormwater management costs to be covered by utility
	Rate structure development	Memo on recommended rate structure
	Public outreach summary and final rate structure	Summary of public outreach effort, public comments, and response summary
	Utility database development	Subcontractor report on new or modified existing utility billing system with testing
	Adoption of utility and rate structure	Selectboard decision on SW Utility budget and rate structure
Stormwater - IDDE	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Data acquisition and review initiated	Initial survey and advanced investigation; itemized cost list with documentation on methods used
	Data acquisition and review completed	Interim table of outfall monitoring results
	IDDE assessment completed	Final report summarizing problems found, status of problems found, recommended actions, data tables, problem area maps, and cost-estimates
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Stormwater Master Plan	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Data acquisition and review completed	Locator map(s) ¹ ; documentation of data gaps; data library
	Existing condition water quality improvement needs and objectives identified	Documentation of problem areas with locator maps ¹ and site photo(s)
	Project prioritization completed	Prioritized project list completed using unified scoring matrix for Stormwater Master Plans ⁷
	Meeting(s) with stakeholders held	Summary of meeting(s)
	Restoration plans developed for a subset of prioritized projects	Restoration plans of prioritized projects including preliminary (30%) engineering designs and cost estimates
	Stormwater Master Plan completed	Stormwater Master Plan (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified

Stormwater Project Types	Milestones	Deliverables
	Project complete	Final Performance Report ³ ; Stormwater BMP Report ⁸ for each 30% design; press release; Form 430-M
Stormwater – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator map ¹ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs	Project summaries that identify site/design considerations, permitting needs, and water quality improvement objectives and goals
	30% design complete	Preliminary Design Final Report (includes synthesis of prior completed project deliverables, 30% designs, written landowner commitment to next project step, and cost-estimate)
	Project complete	Final Performance Report ³ ; Stormwater BMP Report ⁸ for each 30% design completed; press release; Form 430-M
Stormwater – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator map ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate with a level of effort document)
	Project complete	Final Performance Report ³ ; Stormwater BMP Report ⁸ (indicate BMP status as designed); press release; Form 430-M
Operational Stormwater Permit Obtainment	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Identified site/design considerations	Locator map(s) ¹ with site photos; letter of landowner commitment; project summaries that identify site/design considerations, natural resource constraints, water quality improvement objectives/goals, and natural resource constraints per the Engineering Feasibility Analysis criteria, including the existence of contaminated soil or groundwater
	Determination of additional required permits (e.g., wetland, floodplain) and preliminary review of feasibility of obtaining required permits	Documentation of additional required permits for project implementation (include indication of potential challenges/conflicts for obtaining permit)
	30% design complete (if applicable, depending on prior design work completed for project)	Preliminary Design Report (includes synthesis of prior completed project deliverables, 30% designs, cost-estimates, and nutrient (and flow, if applicable) reduction estimates using STP Calculator)
	60% design complete (if applicable, depending on prior design work completed for project)	Intermediate Design Report (includes synthesis of prior completed project deliverables, 60% designs, cost-estimates, and nutrient (and flow, if applicable) reduction estimates using STP Calculator)
	Meeting(s) with landowner and other stakeholders to discuss planned projects and potential co-benefits (if applicable)	Summary of meeting(s), including meeting outcomes, planned actions, and potential co-benefits
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented; draft DEC Operation and Maintenance Plan and Agreement ⁵
	100% design complete (if applicable, depending on prior design work completed for project)	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate with a level-of-effort document)
	Submission of permit application documentation to DEC Stormwater Program	Completed application, site plans, and engineering feasibility analyses

Stormwater Project Types	Milestones	Deliverables
	Project complete; permit obtained	Final Performance Report ³ ; press release; Form 430-M; documentation of permit obtained
Stormwater – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Contractor selected (if applicable)	Signed contract; statement of reasoning for contractor selection (if applicable)
	Required permits secured (if applicable)	Permit documentation (if applicable)
	Implementation update(s); BMP(s) implemented, Clean Water Project Sign installed during construction if the project is considered publicly visible	Interim report(s) (includes summary of work to date, percent progress, construction photos, including Clean Water Project Sign ⁴ photo, if applicable)
	Stormwater BMP(s) implemented	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Final Performance Report ³ ; Stormwater BMP Report ⁸ (indicate BMP status as constructed); press release; post-implementation photo(s); Form 430-M

Table 4. CWIP eligible project types and mandatory standard milestones and deliverables for the natural resources sector forestry subsector

Forestry Project Types	Milestones	Deliverables
Forestry – Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site locations and boundaries identified	Locator maps ¹ of identified problem area(s) and narrative on how areas were identified
	Water quality improvement needs and objectives identified	Project summaries with water quality improvement needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Assessment complete	Final Assessment Report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Forestry – Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator maps ¹ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs	Project summaries that identify site/design considerations, permitting needs, and water quality improvement needs and objectives
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement, and final cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Forestry – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Forestry acceptable management practice(s) implemented	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵

	Project complete	Final Performance Report ³ ; press release; post-implementation photo(s); Form 430-M
Forestry – Equipment	Project initiated; purchase of equipment	Invoice for equipment purchase
	Forester cooperative agreement developed (if applicable); O&M plan created and signed	Signed cooperative agreement (if applicable); signed 10-year minimum O&M plan
	Project complete	Final Performance Report ³ ; press release; photo(s) showing equipment in use; Transfer of Ownership Request letter ⁸ ; Form 430-M

Table 5. CWIP eligible project types and mandatory standard milestones and deliverables for the natural resources sector lakes subsector

Lake Project Types	Milestones	Deliverables
Lake Wise Master Planning	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Kickoff meeting with stakeholders (e.g., lake association)	Meeting minutes including date and number in attendance
	Site locations and boundaries for evaluation identified	Locator maps ¹ of identified problem area(s) and narrative on how areas were identified; summary of landowner involvement
	Lake Wise assessments complete	Summary of Lake Wise results and awards given with restoration/water quality improvement needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Lake Wise Master Plan complete	Lake Wise Master Plan report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Lake Watershed Action Planning	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Kickoff meeting with stakeholders (e.g., lake association)	Meeting minutes including date and number in attendance
	Site locations and boundaries for evaluation identified	Locator maps ¹ of identified problem area(s) and narrative on how areas were identified; summary of landowner involvement
	Lake watershed assessment complete	Summary report including sites assessed, potential water quality threats identified and ranked, site maps developed, and mitigation strategies identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Meeting(s) with stakeholders to review project prioritization	Summary of meeting(s)
	Restoration plans developed for a subset of prioritized projects	Restoration plans of prioritized projects including preliminary (30%) engineering designs and cost estimates
	Lake Watershed Action Plan complete	Lake Watershed Action Plan (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
Project complete	Final Performance Report ³ ; press release; Form 430-M	
Lake Shoreland – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Identified site/design considerations and permitting needs	Locator maps ¹ with site photo(s); project summaries that identify site/design considerations, permitting needs, and restoration/water quality improvement objectives and goals
	30% design complete	Preliminary Design Final Report (includes synthesis from prior completed project deliverables, 30% designs, written landowner commitment to next project step, and cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M

Lake Project Types	Milestones	Deliverables
Lake Shoreland – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator maps ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Lake Shoreland – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Required permits secured (if applicable)	Permit documentation (if applicable)
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Lake shoreland restoration completed	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵ (including timing and completion of plant protection removal if applicable)
	Project complete	Final Performance Report ³ ; Riparian Buffer Planting BMP Report ⁹ (if applicable); Stormwater BMP Report ¹⁰ (if applicable); press release; post-implementation photo(s); Form 430-M

Table 6. CWIP eligible project types and mandatory standard milestones and deliverables for the natural resources sector rivers subsector

River Project Types	Milestones	Deliverables
River Project – Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site locations and boundaries identified	Locator maps ¹ of identified problem area(s) and narrative on how areas were identified
	Restoration/water quality improvement needs and objectives identified	Project summaries with restoration/water quality improvement needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Assessment complete	Final Assessment Report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Stream Geomorphic Assessment (SGA) Phase 1	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Baseline data created including stream reach breaks, meander center lines, and valley walls; Stream Geomorphic Assessment Tool run	Electronic Stream Geomorphic Assessment Tool GIS project
	Data entered to the DEC SGA data management system	Notification of data entry to DEC SGA data management system
	Quality assurance check complete	Quality assurance report from database
	Phase 1 SGA complete	Final SGA Phase 1 Report (includes synthesis from prior completed project deliverables)
Project complete	Final Performance Report ³ ; press release; Form 430-M	
Stream Geomorphic Assessment (SGA) Phase 2	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)

River Project Types	Milestones	Deliverables
(River Corridor Plan)	Steering committee established; Project identification meeting held (if applicable)	Minutes and list of attendees from steering committee meeting; table of projects identified following Rivers Program-provided template
	Reaches selected from SGA Phase 1; landowner permission obtained	Report on reach prioritization method and landowner contact
	Field work completed; data entered to DEC SGA system	Verification of data entry to DEC SGA data management system
	Quality assurance check complete	Quality assurance report from database
	River Corridor Plan drafted; prioritized projects (if applicable)	Draft River Corridor Plan including minimum of five project packets with cost-estimates and landowner commitment to next project steps
	Phase 2 SGA River Corridor Plan complete	Final SGA Phase 2 River Corridor Plan report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Dam Removal – Project Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site visit and planning meeting; site location and boundaries identified	Meeting notes; locator maps ¹ of identified project area(s); narrative of how areas were identified
	Water quality improvement needs and objectives identified	Project summaries with water quality improvement needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Preliminary site development report completed	Preliminary site development report (includes documentation of site history and current state (e.g., dam design and/or as-built plans, past ownership documentation, current land ownership documentation), identification of impacts to natural resources (e.g., identification of rare or endangered species, map of invasive species present), potential site constraints (e.g., right of way, historic preservation), and permitting contacts)
Project complete	Final Performance Report ³ ; Batch Import File ² ; press release; Form 430-M	
Dam Removal – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Feasibility/alternatives analysis completed; identified permitting needs; pre-permitting meeting	Feasibility/alternatives analysis report (includes list of permitting needs, water draw down needs and methods, site constraints (e.g., site access location considerations, access easement needs), needs and methods to address impacts to natural resources (e.g., rare or endangered species, invasive species))
	Design concepts completed	Design concepts report including updated conceptual site plan, design criteria for all aspects of the design, and construction cost-estimates
	Stakeholder community meeting (if applicable)	Meeting notes, appropriate agreements (landowner /town) for moving forward
	Check-in and approval for topographic and boundary survey; geotechnical report	Report of the topographic and boundary survey; geotechnical report if determined to be applicable or description of why these are not applicable ¹¹
	30% design complete	Preliminary Design Final Report (includes synthesis of prior completed project deliverables, 30% design, written landowner commitment to next project step, and cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Dam Removal – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator map ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	60% design complete	Intermediate Design Report (includes synthesis of prior completed project deliverables and updates based on review of 30% design review and permitting considerations, 60% design, written landowner commitment to next project step, and cost-estimate)

River Project Types	Milestones	Deliverables
	90% design complete (if applicable)	Intermediate Design Report (includes synthesis of prior completed project deliverables, 90% designs, written landowner commitment to implement project, and final cost-estimate, if applicable)
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Required permits secured	Permit documentation
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Dam Removal – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo of site pre-implementation
	Verification of permits secured	Permit documentation
	Pre-construction kick-off meeting	Site visit, walk through of the site with plans, evaluate any needs/issues/considerations for plan adjustments; documentation of meeting and any notes for plan updates
	Final construction walkthrough	Site visit notes, finalized construction notes for any design/plan updates
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Dam removed; restoration work completed	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
Project complete	Final Performance Report ³ ; press release; post-implementation photo; Form 430-M	
Floodplain/Stream Restoration – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator map ¹ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs; pre-permitting meeting	Project summaries that identify site/design considerations, permitting needs, and restoration/water quality improvement objectives and needs (includes field survey completed with GIS-based map and cross-section locations); list of likely permits and initial review of permitting needs
	30% design complete	Preliminary Design Final Report (includes alternatives analysis summary, synthesis of prior completed project deliverables, 30% designs, written landowner commitment to next project step, and cost- estimates)
Project complete	Final Performance Report ³ ; press release; Form 430-M	
Floodplain/Stream Restoration – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator map ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	60% design complete	Intermediate Design Report (includes synthesis of prior completed project deliverables and updates based on review of 30% design review and permitting considerations, 60% design ⁴ , written landowner commitment to next project step, and cost-estimate)
	90% design complete (if applicable)	Intermediate Design Report (includes synthesis of prior completed project deliverables, 90% designs, written landowner commitment to implement project, and cost-estimate)
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Required permits secured	Permit documentation
Project complete	Final Performance Report ³ ; press release; Form 430-M	

River Project Types	Milestones	Deliverables
Floodplain/Stream Restoration – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Pre-construction kick-off meeting	Site visit, walk through of the site with plans, evaluate any needs/issues/considerations for plan adjustments; documentation of meeting and any notes for plan updates
	Final construction walkthrough	Site visit notes, finalized construction notes for any design/plan updates
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Floodplain/stream restoration project(s) implemented	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Final Performance Report ³ ; Riparian Buffer Planting BMP Report ⁷ , if applicable; press release; post-implementation photo(s); Form 430-M
River Corridor Easement – Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator map ¹ with site photo(s); summary of landowner contact
	Site plan; conservation documents drafted	GIS site plan; copy of draft conservation documents
	Landowner negotiations completed	Report of landowner negotiations, including commitment to implementation and cost-estimate
	Town approval received (if applicable)	Letter from town supporting project
	Final draft agreement for easement completed	Final draft agreement for easement
	Project complete	Final Performance Report ³ ; press release; Form 430-M
River Corridor Easement – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	purchase and sales agreement signed	Signed purchase and sales agreement
	Property title search and insurance completed	Title report
	Property survey completed	Property survey (paper and electronic)
	Easement closed, and long-term monitoring plan developed	Copy of all legally filed documents signed by the grantee and landowner; MOU for stewarding river corridor easements between grantee and DEC; copy of easement with DEC as a third-party beneficiary
	Stewardship agreement created and signed	Signed stewardship agreement
	Project complete	Final Performance Report ³ ; press release; post-implementation photo(s); Form 430-M
River Corridor – Buffer Planting	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Site constraints identified	Locator map(s) ¹ with pre-implementation site photo(s); site descriptions with constraints listed
	Developed planting plan; secured landowner agreements with signed O&M plans	Planting plan (including species type, number, and estimated cost) in accordance with SGA or River Corridor Planning recommendations (if available); signed landowner agreement(s) with 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including photo of Clean Water Project Sign ⁴ , if applicable)
	Buffer restoration planting completed	
	Project complete	Final Performance Report ³ ; Riparian Buffer Planting BMP Report ⁷ ; final planting plans (including species list and count); press release; post-implementation photo(s); Form 430-M

Table 7. CWIP eligible project types and mandatory standard milestones and deliverables for the natural resources sector wetlands subsector

Wetland Project Types	Milestones	Deliverables
Wetland Restoration – Identification	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Site locations and boundaries identified	Locator map ¹ of identified problem area(s) and narrative on how areas were identified
	Restoration needs and objectives identified	Project summaries with restoration needs and objectives identified
	Prioritization criteria developed; project prioritization completed	List of criteria used for prioritization (must include level of landowner commitment); prioritized project list
	Assessment completed	Final Assessment Report (includes synthesis from prior completed project deliverables); Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Wetland Restoration – Preliminary Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Ownership of site(s) identified	Locator map ¹ with site photo(s); summary of landowner contact
	Identified site/design considerations and permitting needs	Project summaries that identify site/design considerations, permitting needs, and restoration objectives and goals
	30% design complete	Preliminary Design Final Report (includes synthesis of prior completed project deliverables, 30% designs, written landowner commitment to next project step, and cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Wetland Restoration – Final Engineering Design	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable)
	Determination of required permits	Documentation of required permits for project implementation, indicating potential challenges/conflicts for obtaining permit (if applicable) and project locator map ¹
	Determination of O&M responsible party	Documentation of O&M responsible party once project is implemented
	100% design complete	Final Design Report (includes synthesis of prior completed project deliverables, 100% designs, written landowner commitment to implement project, and final cost-estimate)
	Project complete	Final Performance Report ³ ; press release; Form 430-M
Wetland Restoration – Implementation	Project initiated; RFP issued and contractor selected (if applicable)	Copy of RFP, signed contract, and statement of reasoning for contractor selection (if applicable); photo(s) of site(s) pre-implementation
	Required permits secured (if applicable)	Permit documentation (if applicable)
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including Clean Water Project Sign ⁴ photo, if applicable)
	Wetland restoration complete	
	O&M plan created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
Project complete	Final Performance Report ³ ; press release; post-implementation photo(s); Form 430-M	

Table 8. CWIP block grant types and mandatory standard milestones and deliverables (Note: Individual projects completed under block grants must follow milestones and deliverables based on the individual project type)

Block Grant Types	Milestones	Deliverables
Note: Individual projects completed under block grants must follow milestones and deliverables based on the individual project type		
Woody Buffer Block Grants	Project initiated; sub-grantees approved; submit projects for DEC approval according to grant agreement	Sub-grantee approvals; project summaries, including site descriptions and locator maps ¹ ; photo(s) of site(s) pre-implementation
	Implementation projects approved	Batch Import File ² for projects not in the Watershed Projects Database
	Report on developed planting plans; signed landowner agreements	Planting plans (including species type, number, and estimated cost); signed landowner agreement(s) with signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Implementation update(s); Clean Water Project Sign installed during planting if the project is considered publicly visible	Interim report(s) (includes summary of work to date on each individual project, percent progress, and planting photos, including Clean Water Project Sign ⁴ photo, if applicable)
	Project complete	Block Grant Final Performance Report ¹² ; press release; post-implementation photo(s); Form 430-M
Work Crew Block Grants	Project initiated; sub-grantees approved; submit projects for DEC approval according to grant agreement	Sub-grantee approvals; project summaries, including site descriptions and locator maps ¹ ; photo(s) of site(s) pre-implementation
	Implementation projects approved	Batch Import File ² for projects not in the Watershed Projects Database
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible.	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including Clean Water Project Sign ⁴ photo, if applicable)
	Report on developed implementation plans; signed landowner agreements	Implementation plans; signed landowner agreement(s) with signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵
	Project complete	Block Grant Final Performance Report ¹² ; press release; post-implementation photo(s); Form 430-M
Partnership Project Development Block Grants	Project initiated; sub-grantees approved; preliminary projects identified	Sub-grantee approvals; preliminary list of projects and narrative on how projects were identified
	Development projects prioritized and approved	Project summaries with restoration needs and objectives identified; list of criteria used for prioritization; prioritized project list
	Project development update(s)	Interim report with update on status of projects in development
	Project development complete	Final Assessment Report; Batch Import File ² ; locator maps ¹ of projects identified
	Project complete	Block Grant Final Performance Report ¹² ; press release; post-implementation photo(s); Form 430-M
Design and Implementation Block Grant	Project initiated; sub-grantees approved; preliminary projects identified	Sub-grantee approvals; preliminary list of projects and narrative on how projects were identified
	Projects prioritized and approved	Project summaries with restoration needs and objectives identified; list of criteria used for prioritization; prioritized project list
	Implementation update(s); Clean Water Project Sign installed during construction if the project is considered publicly visible	Interim report(s) (includes summary of work to date, percent progress, and construction photos, including Clean Water Project Sign ⁴ photo, if applicable)
	O&M plans created and signed	Signed 10-year (minimum) DEC Operation and Maintenance Plan and Agreement ⁵ for each project implemented
	Project complete	Block Grant Final Performance Report ¹² ; press release; post-implementation photo(s); Form 430-M

Table 9. CWIP standard milestones and deliverables for other technical activities not addressed in categories listed above (Note: Additional milestones and deliverables may be defined for other technical activities as needed, building on baseline milestones and deliverables shown below)

Other Project Types	Milestones	Deliverables
Other Technical Activities	Project initiated; gather and review data/information	Project scoping report, including data/information gathered
	Project update(s)	Interim report(s) and/or presentation(s)
	Project complete	Final Performance Report ³ ; technical final report

Endnotes

¹ Grantees/contractors are required to submit locator maps for each project identified under an assessment or planning grant. Locator maps must be created using the ANR Atlas Clean Water Initiative Program Grant Screening Layer (<http://anrmaps.vermont.gov/websites/anra5/>), which identifies potential natural resource conflicts and permitting needs for a given area. Project locator maps should be downloaded from the Atlas for each project identified in the BIF (described above), and the maps should be submitted to DEC as a PDF. Please see the Application Manual, Appendix 1, for instructions on how to create project locator maps, available at: https://dec.vermont.gov/sites/dec/files/wsm/erp/docs/manual_appendix1.pdf.

² The batch import file (BIF) is a required deliverable for assessment or planning grants resulting in project identification. All projects identified and prioritized are required to be entered into the BIF. The BIF is used to incorporate “proposed” projects into Vermont Tactical Basin Plan Implementation Tables in the Watershed Projects Database (WPD). The most recent version of the BIF is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

³ The Final Performance Report is the required final deliverable for each Clean Water Initiative Program grant/contract agreement. The information provided in this report is used for annual reporting to the Vermont State Legislature and US EPA. Templates are provided in Attachment E in all agreements. The Final Performance Report is also available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

⁴ Clean Water Project signs are required on publicly visible implementation projects, if stated in the grant agreement and the project meets the requirements. Signs should be posted during project construction if the duration of project construction is at least two weeks or if duration of construction is less than two weeks, but the value of the project warrants signage. Signs cannot be posted in areas that may cause traffic hazards and must be located outside road right-of-way. A photo of the sign in place should be submitted with the deliverables. Further information is available at: https://dec.vermont.gov/sites/dec/files/DEC-CWIP_CleanWaterProjectSignsGuidance_FINAL.pdf.

⁵ The DEC Operation and Maintenance (O&M) Plan and Agreement is a required form for implementation projects receiving Clean Water Initiative Program funds. The DEC O&M Plan and Agreement template is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

⁶ The Municipal Roads Grants-in-Aid Final Performance Report is a required final deliverable for projects involving or supporting the installation of road erosion control BMPs. The form is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources#ERP>.

⁷ The Unified Scoring Prioritization Matrix for Stormwater Master Plans (SWMPs) must be used when ranking projects within SWMPs. Guidance is available at: https://dec.vermont.gov/sites/dec/files/wsm/erp/docs/SWMP%20Unified%20Matrix_Final.pdf.

⁸ The Transfer of Ownership request letter allows a grantee to take ownership of an equipment purchase. The template is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

⁹ The Riparian Buffer Planting BMP Report is a required final deliverable for all projects with riparian buffer plantings. The information provided in this report allows DEC to estimate phosphorus pollutant reductions from buffer plantings. The most recent version is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

¹⁰ The Stormwater BMP Report is a required final deliverable for all projects implementing or designing stormwater BMPs. The information provided in this report allows DEC to estimate phosphorus pollutant reductions from stormwater BMPs. The most recent version is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.

¹¹ If both the grant manager and the engineer agree that topographic and boundary surveys and/or a geotechnical report are not necessary due to the nature of the dam removal location, please provide a justification why they are not necessary. Grantee will not be paid for this deliverable if surveys were not completed.

¹² The Block Grant Final Performance Report is an Excel-based reporting template designed for reporting on multiple completed projects at once. The template centralizes the Final Performance Report, Stormwater BMP Report, and Buffer Planting BMP Report for block grants. The file is available at: <https://dec.vermont.gov/water-investment/cwi/grants/resources>.