

10/1/2012

# RECLAMATION

*Managing Water in the West*

**Funding Opportunity Announcement No. R12SF40034**

## **BASINWIDE & BASIN STATES SALINITY CONTROL PROGRAMS**

**FISCAL YEAR 2012**



## **Mission Statements**

The U.S. Department of the Interior protects America's natural resources and heritage, honors our cultures and tribal communities, and supplies the energy to power our future.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

## Synopsis

<b>Federal Agency Name:</b>	Department of the Interior, Bureau of Reclamation
<b>Funding Opportunity Title:</b>	Colorado River Basinwide & Basin States Salinity Control Programs
<b>Announcement Type:</b>	Funding Opportunity Announcement (FOA)
<b>Funding Opportunity Number:</b>	R12SF40034
<b>Catalog of Federal Domestic Assistance (CFDA) Number:</b>	15.509
<b>Dates:</b> (See FOA Sec. IV.B.1)	Application due date: November 16, 2012, 3:00 p.m. Mountain Standard Time (MST))
<b>Eligible Applicants:</b> (See FOA Sec. III.A. )	<p>Colorado River Basinwide Salinity Control Program (Basinwide Program)</p> <ul style="list-style-type: none"> <li>Submitted by a legal entity that is the owner or operator of the features to be replaced and/or to be constructed and capable of contracting with Reclamation.</li> </ul> <p>Basin States Program (BSP)</p> <ul style="list-style-type: none"> <li>Submitted by a legal entity or individual that is the owner or operator of the features to be replaced and/or to be constructed and capable of contracting with the state in which it is located - Utah, Colorado, or Wyoming.</li> </ul> <p>Applications must:</p> <ul style="list-style-type: none"> <li>Propose projects that are located in the Colorado River Basin above Hoover Dam.</li> <li>Be responsive to the FOA requirements.</li> <li>Not use unproven technology.</li> <li>Not be of a nature that creates undue financial risk for Reclamation.</li> <li>Be in an area where salt load can be provided.</li> </ul>
<b>Federal Funding Amount:</b> (See FOA Sec. II.B. )	<p>Reclamation will look to fund as many projects as possible, but an agreement may be for no more than \$6,000,000.</p> <p>Each applicant is limited to a total of \$8,000,000 from Reclamation for any multiple project awards.</p>
<b>Estimated Amount of Funding Available for Award:</b> (See FOA Sec. II.A. )	<p>Reclamation may award up to \$35 million in the Basinwide Program, based on the 2013-2015 budget requests and subject to Federal Appropriations.</p> <p>Reclamation, using the BSP, may award up to \$6 million in the states of Colorado and Utah respectively; and up to \$1 million in the state of Wyoming.</p>

## Application Checklist

The following table contains a summary of the information that you are required to submit with a Salinity Control Program application.

√	What to submit	Submit no later than
	Salt Load Reduction Worksheet – The Initial and Revised Versions	October 1, 2012
	Cover page	November 16, 2012
	Assurances <ul style="list-style-type: none"> <li>• SF 424 Forms</li> <li>• Registered in the System for Award Management (SAM)</li> <li>•</li> </ul>	November 16, 2012
	Project Proposal <ul style="list-style-type: none"> <li>• Title page</li> <li>• Table of contents</li> <li>• Project summary</li> <li>• Project proposed for funding</li> <li>• Projects costs and funding plan</li> <li>• Appendix A: Project Maps</li> <li>• Appendix B: Existing Irrigation Delivery Facilities Data Sheet</li> <li>• Appendix C: Supplemental Data Tables</li> <li>• Appendix D: Estimate of Enabled On-Farm Acreage</li> <li>• Appendix E: Detailed Cost Estimates</li> <li>• Appendix F: Salt Load Reduction Estimate(s)</li> </ul>	November 16, 2012
	Signature & Review Letters: <ul style="list-style-type: none"> <li>• Official Resolution from company</li> <li>• BSP Representative Signature (required)</li> <li>• State Representative Review Letter (recommended but not required)</li> </ul>	November 16, 2012

Applications to be delivered to:

Bureau of Reclamation  
 Ms. Lila Duffin  
 Attention: UC-825  
 125 South State Street, Room 6426  
 Salt Lake City, UT 84138-1147

Telephone: 801-524-3647

Deadline: **November 16, 2012, 3:00 p.m. (MST)**

Refer to FOA Section IV for more information.

## Abbreviations and Acronyms

ARC	Application Review Committee
AOR	Authorized Organization Representatives
BA	Biological Assessment
Basin Fund	Upper Colorado River Basin Fund
Basinwide Program	Colorado River Basinwide Salinity Control Program
BLM	Bureau of Land Management
BO	Biological Opinion
BSP	Basin States Program
CE	Categorical Exclusion
CEC	Categorical Exclusion Checklist
DUNS	Data Universal Number System
E-Biz POC	E-Business Point of Contact
EA	Environmental Assessment
EIN	Employer Identification Number
EIS	Environmental Impact Statement
ESA	Endangered Species Act of 1973
FOA	Funding Opportunity Announcement
FONSI	Finding of No Significant Impact
FOTG	Field Office Technical Guide
FY	Fiscal Year
GO	Grants Officer
HDPE	High-Density Polyethylene
HQS	Habitat Quality Score
HVS	Habitat Value Score
IRS	Internal Revenue Service
LDPE	Low-Density Polyethylene
MST	Mountain Standard Time
NEPA	National Environmental Policy Act of 1969
NHPA	National Historic Preservation Act of 1966
NOAA	National Oceanic and Atmospheric Administration
NRCS	National Resource Conservation Service
O&M	Operation and Maintenance
OMB	Office of Management and Budget
PSI	Pounds Per Square Inch
P.L.	Public Law
PVC	Polyvinyl Chloride
Reclamation	Bureau of Reclamation
Salinity Control Act	Colorado River Basin Salinity Control Act, P.L. 93-320
SAM	System for Award Management
Secretary	Secretary of the Interior
Service	U.S. Fish and Wildlife Service
SF	Standard Form
TIN	Taxpayer Identification Number
THV	Total Habitat Value
UC	Upper Colorado
USDA	United States Department of Agriculture
USGS	United States Geological Survey

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## **Section I. Funding Opportunity Description**

### **I.A. Program Description**

The Colorado River Basin Salinity Control Program (Salinity Control Program) was designed to meet the objectives of the Colorado River Basin (Basin) Water Quality Standards. These standards include a plan of implementation to limit further degradation of water quality in the Colorado River that provides water to southern California, Arizona, Nevada, and Mexico. The objective of the Salinity Control Program has been to minimize salt loading in the Colorado River system by seeking cost-effective regional solutions to the problem.

The Bureau of Reclamation solicits, ranks, and selects new Salinity Control Projects based on a competitive process open to the public. Cooperative agreements are awarded with selected applicants. Projects have typically involved converting unlined canals and ditches to pipelines located in the Upper Basin States of Utah, Colorado, New Mexico, and Wyoming to reduce seepage that picks up salt and carries it into the Colorado River system.

Reclamation also utilizes the services of state agencies in the states of Colorado, Utah, and Wyoming, to assist in funding cost-effective activities to reduce salinity in the Colorado River system.

### **I.B. Program Authority**

In June 1974, Congress enacted the Colorado River Basin Salinity Control Act, Public Law (P.L.) 93-320 (Salinity Control Act), which directed the Secretary of the Interior to proceed with a program to enhance and protect the quality of water available in the Colorado River for use in the United States and Republic of Mexico. In 1975, the Environmental Protection Agency approved water quality standards developed by the seven Colorado River Basin States in response to the Federal Water Pollution Control Act of 1972. The standards included numeric criteria for three stations on the mainstem of the lower Colorado River - below Hoover Dam, below Parker Dam, and at Imperial Dam - and a Plan of Implementation to control salinity increases.

P.L. 104-20 of July 28, 1995, amended the Salinity Control Act, and authorizes the Secretary, acting through Reclamation, to implement a Colorado River Basinwide Salinity Control Program (Basinwide Program). The Secretary may carry out the purposes of this legislation directly, or make grants, enter into contracts, memoranda of agreement, commitments for grants, cooperative agreements, or advances of funds to non-Federal entities under such terms and conditions as the Secretary may require.

The appropriate agreement mechanism will be determined on a case-by-case basis (i.e., grant or cooperative agreement). Throughout the remainder of this document the generic term "agreement" is used to describe the agreement mechanism.

The 1984 amendments to the Salinity Control Act authorized the United States Department of Agriculture (USDA) – National Resource Conservation Service (NRCS) and the Bureau of Land

Management (BLM) to participate in the Salinity Control Program. Although integrated with Reclamation's work, both of these agencies have their own authorities to implement their respective programs. For example, the NRCS Salinity Control Program is responsible for on-farm irrigation improvements and rangeland improvements on private lands. BLM is responsible for the rangeland management program on BLM lands.

P.L. 110-246 amended the Salinity Control Act, authorized the Basin States Program (BSP), and authorized Reclamation, through the BSP, to take advantage of new, cost-effective opportunities to control salinity anywhere in the Basin. Moneys collected into the Lower Colorado River Basin Development Fund and the Upper Colorado (UC) River Basin Fund (Basin Funds) from a surcharge on power produced at Reclamation facilities are used to control salt by providing grants, grant commitments, or advance funds to Federal or non-Federal entities under such terms and conditions as the Secretary may require. The moneys are used to fund cost effective measures and associated works to reduce salinity from saline springs, leaking wells, irrigation sources, industrial sources, erosion of public and private land, and other sources.

### **I.C. Program History**

Historically, total annual salt loading of the Colorado River measured at Hoover Dam has been approximately 9 million tons. About one-third of the historical salt load was human-induced, originating from irrigation practices and municipal and industrial sources. Due to salinity in the Colorado River water, quantified economic damages to municipal and agricultural water users in the Lower Basin of the Colorado River are currently about \$300 million per year. Without the Salinity Control Program it is estimated that the quantified economic damages would be about \$600 million per year.

### **I.D. Objective of Funding Opportunity Announcement (FOA)**

Reclamation's UC Region is requesting applications for salinity control projects that reduce salinity contributions to the Colorado River system. Such applications may consist of projects to reduce salinity contributions originating from saline springs, leaking wells, irrigation sources, municipal and industrial sources, erosion of public and private land, or other sources.

Only those irrigation-related projects that will reduce salt from *delivery systems* will be considered, e.g., canals, ditches, or laterals. **Joint or integrated project applications that include costs and tons of salt from on-farm application systems will not be considered.** Such projects should be referred to the USDA-NRCS Environmental Quality Incentives Program. However, projects that *enable* on-farm work may be given a higher rating as detailed in the evaluation criteria.

In this FOA, applications will be accepted for projects that cost Reclamation's Salinity Control Program \$6 million or less and control more than 300 tons of salt. The following are general guidelines on how applications will be selected for award.

1. Highest ranking applications with more than 1,000 tons will be selected to be awarded and funded under Reclamation's Basinwide Program.



2. Additional high ranking applications with more than 1,000 tons could be selected to be awarded under the Basinwide Program but funded by BSP administered by Reclamation.
3. Highest ranking applications with more than 300 tons but less than 1,000 tons and a cost effectiveness of \$150 or less per ton may be selected by state to be funded under the BSP and awarded agreements administered by a state agency or administered by Reclamation. An application with a cost effectiveness greater than \$150 per ton may only be selected if the project will enable significant on-farm salinity control features to be constructed.

Applications will be selected through a competitive process under the evaluation criteria set forth in the FOA. Applications will be evaluated and ranked by an Application Review Committee (ARC). Reclamation and/or the state agency will then proceed to award agreements to the applicants of the highest ranked applications. Starting with those applications with the highest ranking, awards may be made until the anticipated available funding for the next 2 to 3 years has been awarded. Awarded projects are funded each year based on the appropriations received and the priorities of date of award and ranking order.

All salinity projects are required to replace incidental wildlife habitat losses concurrent with construction of salinity features and maintain this habitat for the life of the project.

### **I.E. Frequently Asked Questions**

Q: Where can I download the Salt Load Reduction Worksheet?

A: The Salt Load Reduction Worksheet can be downloaded from the website:  
<http://www.usbr.gov/uc/progact/salinity/>

Q: Where can I download the Project Proposal required electronic format?

A: The Project Proposal required electronic format can be downloaded from the website:  
<http://www.usbr.gov/uc/progact/salinity/>

Q: Where can I download the Enable On-Farm Worksheet?

A: The Enable On-Farm Worksheet can be downloaded from the website:  
<http://www.usbr.gov/uc/progact/salinity/>

Q: Where can I find the SF-424 forms?

A: These forms are available at the website: <http://www.grants.gov>.

Q: How do I obtain a salt load reduction estimate?

A: Applicants must complete and submit the Salt Load Reduction Worksheet to Reclamation. See Section IV.A for additional information.

Q: When must the Salt Load Reduction Worksheet be submitted?

A: The Salt Load Reduction Worksheet must be submitted to Reclamation no later than October 1, 2012. See Section IV.A.1 for more information.

Q: What is the deadline for submitting the application?

## Section I. Funding Opportunity Description

A: All applications must be received no later than November 16, 2012, at 3:00 p.m. (MST).  
See Section IV.B.1 for more information.

## **Section II. Award Information**

### **II.A. Total Project Funding**

Reclamation may award up to \$35 million in the Basinwide Program.

Reclamation may award up to \$6 million in the BSP in the states of Colorado and Utah, respectively; and up to \$1 million in the state of Wyoming.

### **II.B. Project Funding Limitations**

There is a \$6 million limit per project for this FOA. It is also anticipated that no project will receive more than \$2 million of funding in any fiscal year (FY). Applicants should not request in a funding plan more than \$2 million for any single FY.

No single entity may have more than a total of \$8 million of un-liquidated obligations in agreements in the Salinity Control Programs administered by Reclamation at any one time.

Applicants may submit as many clearly severable proposals as they choose to under the FOA, but an agreement(s) will not be awarded to an applicant for a high ranking application(s) once a total of \$8 million of un-liquidated obligations in agreements and/or anticipated awards with the applicant has been reached.

### **II.C. Reclamation Responsibilities**

Reclamation assistance may be provided to the project sponsor in implementing the project when requested to do so and it is in the best interest of the Government. The cost of this assistance shall be considered a project cost and must be included in the cost estimate in each application.

Reclamation may, at its own discretion, provide direct assistance to the project sponsor when the proposed project has other associated indirect benefits of Federal interest (i.e., other water quality or environmental benefits). The cost of this assistance will not be considered a project cost.

At the request of the recipient, Reclamation can provide technical assistance after award of the project. If you receive Reclamation's assistance, you must account for these costs in your budget. To discuss assistance available and these costs, contact your local Reclamation office, which can be identified at <http://www.usbr.gov/main/regions.html>.



## Section III. Eligibility Information

### III.A. Eligible Applicants

If the applicant or subcontractor for the applicant has had a project terminated for non-compliance in the Salinity Control Program administered by Reclamation, they will not be eligible for a project.

#### Basinwide Program

- Be a legal entity that is the owner or operator of the features to be replaced and/or to be constructed and capable of contracting with Reclamation.

#### BSP

- Be a legal entity or individual that is the owner or operator of the features to be replaced and/or to be constructed and capable of contracting with the state in which it is located - Utah, Colorado, or Wyoming.
- For BSP projects located in New Mexico, be a legal entity that is the owner or operator of the features to be replaced and/or to be constructed and capable of contracting with Reclamation.

### III.B. Other Requirements

#### 1. Eligible Projects

- The project being proposed is located in the Colorado River Basin above Hoover Dam.
- The project being proposed must be responsive to the FOA requirements.

#### 2. Ineligible Projects

- A project that:
  - Requests more than \$6 million in Basinwide Program or BSP funding.
  - Has an estimated salt load reduction of less than 300 tons/per year.
  - Requires 5 or more years for completion.
  - Uses unproven technology.
  - Creates undue financial risk for Reclamation.
  - Claims tons of salt from:
    - A feature or project previously constructed or a project currently under construction.
    - A feature or project already under agreement to be funded by another program that is not contingent upon receiving Salinity Program funding.

### **3. Length of Projects**

It is to the advantage of the applicant to have projects substantially complete in 2 to 3 years from the start date. Reclamation will allow a maximum of 4 years to complete a project from award date.

### **4. Environmental Compliance**

All awarded agreements will require compliance with the National Environmental Policy Act of 1969 (NEPA) before any ground disturbing activity may begin. Compliance with all applicable state, Federal, and local environmental, cultural resource, and paleontological resource protection laws and regulations is also required. These may include, but are not limited to, the Clean Water Act, the Endangered Species Act of 1973 (ESA), the National Historic Preservation Act of 1966 (NHPA), consultation with potentially affected tribes, and consultation with the State Historic Preservation Office.

Reclamation will be the lead Federal agency for NEPA compliance and will be responsible for evaluating technical information and ensuring that natural and cultural resources and socioeconomic concerns are appropriately addressed. As the lead agency, Reclamation is solely responsible for determining the appropriate level of the NEPA and cultural resources compliance. Further, Reclamation is responsible to ensure findings under NEPA and cultural resources consultations, as appropriate, will support Reclamation's decision on whether to fund a project. Environmental and cultural resources compliance costs are part of an applicant's budget. These costs will be considered in the ranking of applications.

### **5. System for Award Management (SAM)**

All applicants must be registered in the SAM prior to award under this FOA. The SAM and instructions for registration are located at <http://www.sam.gov>. All applicants must maintain an active SAM with current information at all times during which it has an active Federal award or an application under consideration.

## **III.C. Other Funding Guidelines**

Funding from sources other than the Salinity Program is not required; however, an applicant may want to include funding from other funding sources to make their project more competitive. Other funding may be in the form of cash, in-kind contributions, or both from the applicant or third-party partners. Other funding from sources outside the applicant's organization, e.g., loans or state grants, should be secured and available to the applicant prior to award. Reclamation may approve an award prior to an applicant securing other funds if Reclamation determines that there is sufficient evidence and likelihood that the funds will be available to the applicant by the start of the project. Funding commitment letters must be submitted in accordance with instructions in Section IV.B.

### **1. In-Kind Contributions**

In-kind contributions constitute the value of noncash contributions that benefit a federally assisted project. These contributions may be in the form of real property, equipment, supplies, and other expendable property, as well as the value of goods and services directly benefiting and specifically identifiable to the project or program. The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds may not be claimed as other funding in the application.

### **2. Claiming Features and Projects Already Constructed as Other Funding**

Applicants may not claim features or projects previously constructed or that are already under agreement to be funded by another program as other funding in their application. This includes projects not contingent on being selected for Salinity Program funding.

### **3. Indirect Costs**

Indirect costs that will be incurred during the development or construction of a project, which will not otherwise be recovered, may be included as part of the applicant's other funding. Indirect costs are those: (1) incurred for a common or joint purpose benefiting more than one cost objective, and (2) not readily assignable to any one cost objective. If the applicant proposes indirect costs in the budget, then the applicant must either supply a copy of a current federally-negotiated indirect cost rate agreement or obtain an agreement within 1 year of award. For further information on indirect costs, refer to the applicable Office of Management and Budget (OMB) cost principles circular referenced above and available at <http://www.whitehouse.gov/omb/circulars>.

## **Section IV. Application and Submission Information**

### **IV.A. Salt Load Reduction Estimates for Proposed Projects**

All applications for Salinity Control Projects must obtain salt load reduction estimates prior to submission of the application. In order to obtain salt load reduction estimates the Salt Load Reduction Worksheet must be submitted to the Program Manager with a copy to the appropriate Reclamation Technical Contact.

#### **IV.A.1. Salt Load Reduction Worksheet**

The Salt Load Reduction Worksheet can be downloaded from the website at <http://www.usbr.gov/uc/progact/salinity/index.html>. Instructions for completing and submitting the Salt Load Reduction Worksheet are included with the document. Questions regarding the Salt Load Reduction Worksheet should be directed to the appropriate Reclamation Technical Contact.

Applicants should submit completed Salt Load Reduction Worksheets to the Program Manager with a copy to the appropriate Reclamation Technical Contact as soon as possible (for contact information see Section VIII).. For each Salinity Control Project, applicants will be allowed no more than two submissions of the Salt Load Reduction Worksheet. Applicants should be aware that submittals may require 30 or more calendar days to process. Applicants are encouraged to submit the Salt Load Reduction Worksheet as early as possible following the release of the FOA, especially if applicants anticipate submitting a revised version of the Salt Load Reduction Worksheet. Final submissions of Salt Load Reduction Worksheet must be received by Reclamation no later than October 1, 2012. Electronic submission of the Salt Load Reduction Worksheet by email is acceptable.

Salt load reduction estimates will be provided to the applicant in a letter by Reclamation's UC Regional Office.

#### **IV.A.2. Irrigation-Related Projects**

For irrigation-related projects the salt load reduction estimates will be determined from Reclamation, NRCS, or United States Geological Survey (USGS) salinity studies of agricultural areas. These estimates will only be provided for agricultural areas where a completed study is available. Reclamation does not have the capability to provide salt load reduction estimates for agricultural areas where Reclamation, NRCS, or USGS salinity studies have not been completed.

Salt load reduction estimates may be available for the following agricultural areas. Also see Figure 1 and Figure 2 for maps of approximate locations of these agricultural areas. Check with the appropriate local Reclamation Technical Contact (see Section VIII) for the availability of salt load reduction estimates in each area.



Colorado:

- Grand Valley Unit, which includes the majority of the Grand Valley in the vicinity of Grand Junction, Colorado, with the exception of the Redlands area.
- Lower Gunnison Basin Unit, which includes agricultural lands within the Gunnison River basin, including its tributaries, below Morrow Point Dam, with the exception of some limited areas tributary to the Uncompahgre River.
- McElmo Creek Unit, which includes agricultural lands within the McElmo Creek and Navajo Wash basins in southwestern Colorado.
- Mancos Valley, which includes agricultural lands within the Mancos River basin in southwestern Colorado.
- DeBeque study area, which is located near the town of DeBeque, Colorado, and includes agricultural lands located along the Colorado River corridor and along portions of Roan Creek.
- Whitewater and Kannah Creeks study area, which is adjacent to the lower Gunnison River near the town of Whitewater, Colorado, and includes agricultural lands located in lowland mesas and stream valleys of Whitewater, Kannah, and Callow Creek.
- Silt study area, which is located near the town of Silt, Colorado, and is an area roughly defined as being bordered by the Colorado River, Colorado State Highway 325, and the south side of the Grand Hogback, and Garfield County Road 235, just east of Silt.

New Mexico:

- Navajo Portion of the San Juan Unit, New Mexico, including the Hogback, Fruitland, and Gadii'ahi projects.

Utah:

- Price-San Rafael Rivers Unit, which includes agricultural lands within the Price and San Rafael River basins in east-central Utah.
- Uinta Basin study areas including Ashley Valley, Utah.
- Muddy Creek Unit, which is near the town of Emery, Utah, and includes agricultural lands located in the Muddy Creek watershed north of Interstate 70.
- Manila-Washam project area, which is located near the towns of Manila, Utah, and Washam, Wyoming, and includes agricultural lands within Lucerne Valley, South Valley, Antelope Hollow, Green River, and along Henry's Fork.
- Green River project area, which includes agricultural lands located near the town of Green River, Utah.

Wyoming:

- Big Sandy River near the towns of Farson and Eden, Wyoming, including agricultural lands served by the Eden Project.
- West Blacks Fork, which includes agricultural lands along the Blacks Fork River upstream of its confluence with the Smith Fork River and near the towns of Fort Bridger and Lyman, Wyoming.

If the proposed project does not fall within one of these previously studied areas, salt load reduction estimates cannot be provided at this time. However, if an organization has interest in pursuing the piping or lining of off-farm canals and ditches in such areas, please contact the appropriate local Reclamation Technical Contact to discuss the possibility of future studies, which could lead to participation in the Salinity Control Program.

**IV.A.3. Other Types of Salinity Control (Non-Irrigation)**

Applications for other types of salinity control will be accepted for evaluation. All applications for other types of salinity control must obtain salt load reduction estimates from Reclamation prior to submission of the application. See Section IV.A.1 for instructions on submitting the Salt Load Reduction Worksheet.

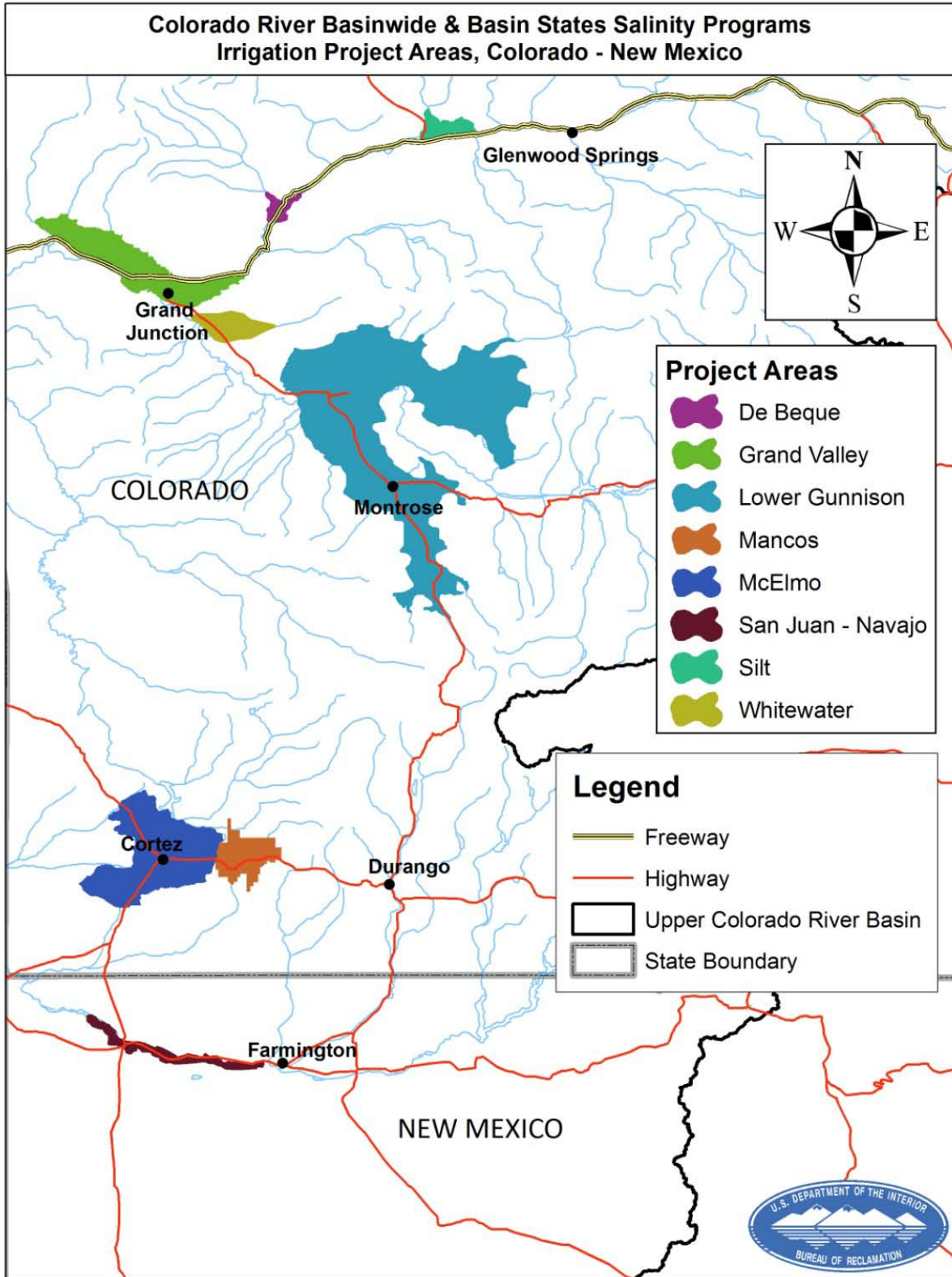


Figure 1. Irrigation project areas, Colorado-New Mexico.

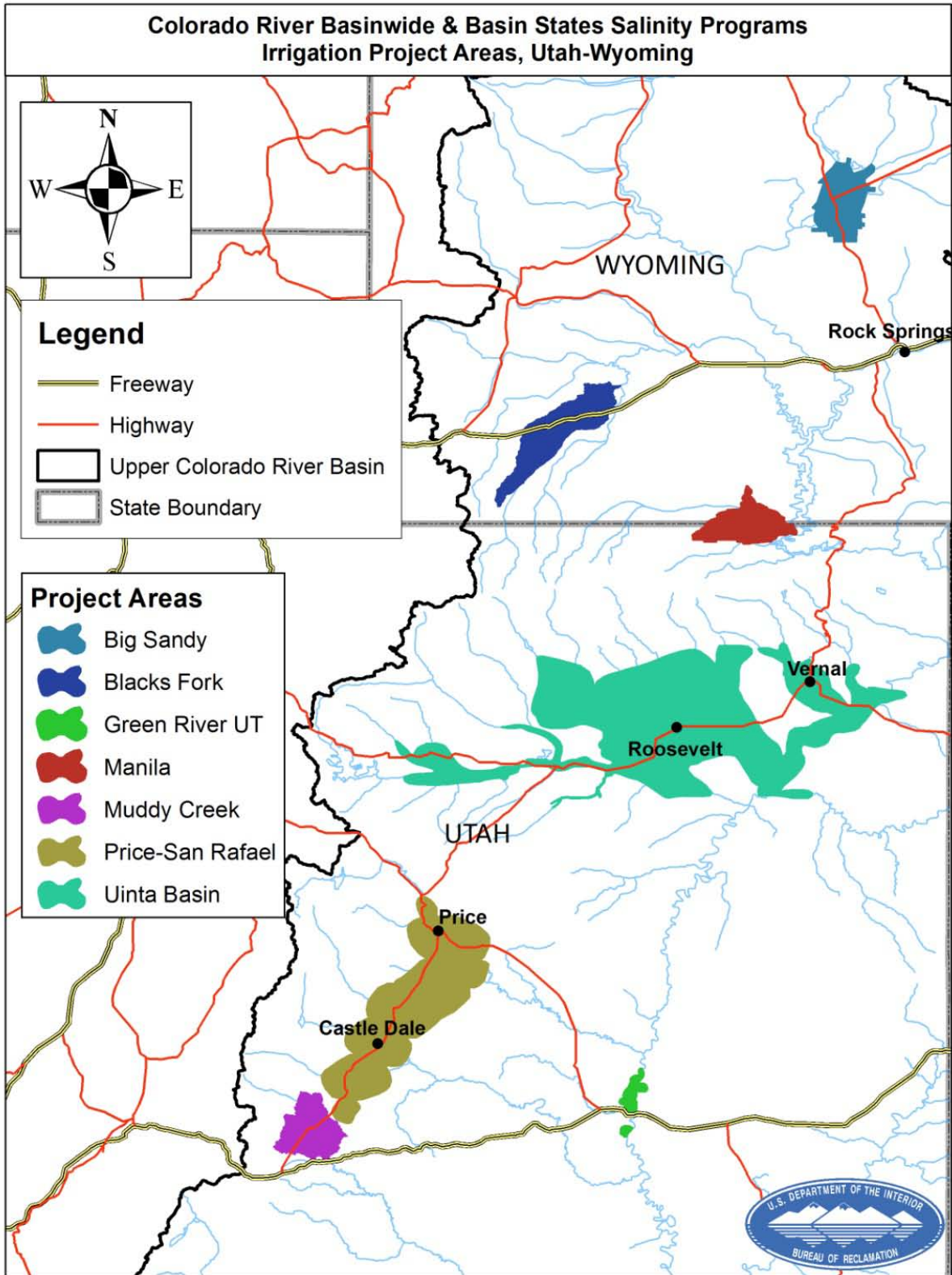


Figure 2. Irrigation project areas, Utah-Wyoming.

## **IV.B. Application Delivery Instructions**

Applications may be submitted electronically through <http://www.grants.gov> or one original and two hard copies and one electronic copy on CD/DVD may be submitted by mail or in person. Under no circumstances will applications received through any other method (such as email or fax) be considered eligible for award.

By mail: Bureau of Reclamation  
Ms. Lila Duffin  
Attention: UC-825  
125 South State Street, Room 6426  
Salt Lake City, UT 84138-1147

Express delivery/mail services:

Bureau of Reclamation  
Ms. Lila Duffin  
Attention: UC-825  
125 South State Street, Room 6426  
Salt Lake City, UT 84138-1147

Telephone: 801-524-3647

### **IV.B.1. Application Submission Deadline**

**November 16, 2012, 3:00 p.m. (MST)**

**Applications received after the application deadline will not be considered unless it can be determined that the delay was caused by Federal Government mishandling or by the Grants.gov application system (see Section IV.C, 2).**

## **IV.C. Other Submission Requirements**

### **1. Applications Submitted by Mail or in Person**

- Applicants shall submit an original, two hard copies, and one electronic copy via CD/DVD of all application documents. Each document should be clearly identified as "ORIGINAL" or "COPY".

Please only staple or binder clip documents submitted.

- Hard copy applications may be submitted by mail or express methods to the addresses listed in Section IV.B, above.

## Section IV. Application and Submission Information

- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded. This does not apply to letters of support, funding commitment letters, and official resolutions.
- Faxed and emailed copies of application documents will not be accepted.
- Do not include a cover letter or company literature/brochure with the application. All pertinent information must be included in the application package.

### 2. Applications Submitted Electronically

If the applicant chooses to submit an electronic application it must be submitted through Grants.gov at <http://www.grants.gov>.

- Please note that submission of an application electronically requires prior registration through Grants.gov, which may take 7-21 days. Please see registration instructions at [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp).
- Applicants have sometimes experienced significant delays when attempting to submit applications through Grants.gov. If you plan to submit your application through Grants.gov, you are encouraged to submit your application several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov help desk to obtain a “Case Number”. This number will provide evidence of your attempt to submit an application prior to the submission deadline.

Regardless of the delivery method used, you must ensure that your proposal arrives by the date and time deadline stated in Section IV.B.1, above. Late applications will not be accepted unless it is determined that the delay was caused by Federal Government mishandling or by a problem with the Grants.gov application system.

### 3. Applying for Funds Online at Grants.gov

Reclamation is participating in the Grants.gov initiative that provides the grant community with a single website to find and apply for grant funding opportunities. Reclamation encourages applicants to submit their applications for funding electronically through [http://www.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www.grants.gov/applicants/apply_for_grants.jsp). Applicant resource documents and a full set of instructions for registering with Grants.gov and completing and submitting applications online are available at: <http://www.grants.gov/applicants/resources.jsp>.

#### *a. Assistance with Grants.gov*

If you need assistance with Grants.gov, the Contact Center is open 24 hours a day, 7 days a week. You may reach the Grants.gov Contact Center by email at [support@grants.gov](mailto:support@grants.gov) or by calling 1-800-518-4726.

If you are an individual applying for a grant on your own behalf and not on behalf of a company; academic or research institution; state, local, or tribal Government; not-for-profit; or other type of organization, refer to the Individual Registration:

[http://www.grants.gov/applicants/individual\\_registration.jsp](http://www.grants.gov/applicants/individual_registration.jsp). If you apply as an individual to a grant application package designated for organizations, your application will be rejected.

***b. Registering to Use Grants.gov (1-3 Week Process)***

The following checklist is provided to give you a summary of the steps that are required to register with Grants.gov. **This registration process must be completed prior to submitting an electronic application through Grants.gov.**

Additionally, see Table 1, Step 2, below for completing the annual SAM renewal process.

**Note:** (The following checklist information is available electronically at [http://www.grants.gov/assets/Organization\\_Steps\\_Complete\\_Registration.pdf](http://www.grants.gov/assets/Organization_Steps_Complete_Registration.pdf)). The registration is a onetime process, which is required before representatives of an organization can submit grant application packages electronically through Grants.gov. The registration process can take 3 to 5 business days or 1 to 3 weeks - depending on your organization and if all steps are met in a timely manner. The checklist in Table 1, provides registration guidance for a company; academic or research institution; state, local, or tribal Government; not-for-profit; or other type of organization.

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**Table 1. Checklist for Registering Your Organization in Grants.gov**

√ Step	Actions to take	Purpose	Time required
<p><b>1: Obtain Data Universal Number System (DUNS) Number</b></p>	<p><b>Has my organization identified its DUNS number?</b></p> <p>Ask the grant administrator, chief financial officer, or authorizing official of your organization to identify your DUNS number.</p> <p>If your organization does not know its DUNS number or needs to register for one, visit Dun &amp; Bradstreet at <a href="http://fedgov.dnb.com/webform/displayHomePage.do">http://fedgov.dnb.com/webform/displayHomePage.do</a>.</p>	<p>The Federal Government has adopted the use of DUNS numbers to track how Federal grant money is allocated. DUNS numbers identify your organization.</p>	<p>Same Day. You will receive DUNS number information online.</p>
<p><b>2: Register With SAM</b></p>	<p><b>Has my organization registered with the SAM?</b></p> <p>Ask the grant administrator, chief financial officer, or authorizing official of your organization if your organization has registered with the SAM.</p> <p>If your organization is not registered, you can apply online by going to <a href="http://www.sam.gov">http://www.sam.gov</a>. SAM has developed a frequently asked questions site <a href="https://www.sam.gov/sam/transcript/SAM_FAQs-June2012.pdf">https://www.sam.gov/sam/transcript/SAM_FAQs-June2012.pdf</a> to help you with the process. There is also a quick start guide for Grants Registration located at <a href="https://www.sam.gov/sam/transcript/QuickGuideforGrantsRegistrationsv1.7.pdf">https://www.sam.gov/sam/transcript/QuickGuideforGrantsRegistrationsv1.7.pdf</a>. If AFTER having registered in SAM, you experience any registration problems, you can get help by going to the Federal Service Desk at <a href="https://www.fsd.gov">https://www.fsd.gov</a>.</p> <p>When your organization registers with SAM, you must designate an E-Business Point of Contact (E-Biz POC). This person will identify a special password called an "M-PIN".</p> <p>This M-PIN gives the E-Biz POC authority to designate which staff member(s) from your organization are allowed to submit applications electronically through Grants.gov. Staff members from your organization designated to submit applications are called Authorized Organization Representatives (AOR).</p>	<p>Registering with the SAM is required for organizations to use Grants.gov.</p>	<p>If your organization already has an Employer Identification Number (EIN) or Taxpayer Identification Number (TIN), then you should allow one – three business days to complete the entire SAM registration. The EIN and TIN will come from the Internal Revenue Service (IRS).</p> <p>If your organization does not have an EIN or TIN, then you should allow two weeks for obtaining the information from the IRS when requesting the EIN or TIN via phone or Internet. The additional number of days needed is a result of security information that needs to be mailed to the organization.</p>

**\*Note: Your organization needs to renew your SAM registration once a year. You will not be able to move on to Step 3 until you have renewed your SAM registration. This renewal may take up to 5 business days.**



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√ Step	Actions to take	Purpose	Time required
<p><b>3: Username and Password</b></p>	<p><b>Have the AORs who officially submit applications on behalf of your organization completed their profile with Grants.gov to create their username and password?</b></p> <p>To create a username and password, AORs must complete their profile on Grants.gov. AORs will need to know the DUNS number of the organization for which they will be submitting applications to complete the process.</p> <p>After your organization registers with the SAM, AORs must wait one business day before they can complete a profile and create their usernames and passwords on Grants.gov.</p>	<p>An AOR username and password serves as an "electronic signature" when submitting a Grants.gov application.</p>	<p>Same Day. After the AOR has completed their profile they will be prompted to create a username and password that will allow the user to login and check their approval status immediately.</p>
<p><b>4: AOR Authorization</b></p>	<p><b>Has E-Biz POC approved AORs to submit applications on behalf of the organization?</b></p> <p>When an AOR registers with Grants.gov to submit applications on behalf of an organization, that organization's E-Biz POC will receive an email notification. The email the AOR submitted in the profile will be the email used when sending the automatic notification from Grants.gov to the E-Biz POC with the AOR copied on the correspondence.</p> <p>The E-Biz POC must then login to Grants.gov (using the organization's DUNS number for the username and the "M-PIN" password (obtained in Step 2) and approve the AOR, thereby giving him or her permission to submit applications.</p> <p>When an E-Biz POC approves an AOR, Grants.gov will send the AOR a confirmation email.</p>	<p>Only the E-Biz POC can approve AORs. This allows the organization to authorize specific staff members or consultants/grant writers to submit grants. Only those who have been authorized by the E-Biz POC can submit applications on behalf of the organization.</p>	<p>This depends on how long it takes the E-Biz POC to login and approve the AOR. Once the approval is completed, the AOR can immediately submit an application.</p>
<p><b>Step 5: Track AOR Status</b></p>	<p><b>What is your AOR status?</b></p> <p>AORs can also login to track their AOR status using their username and password (obtained in Step 3) to check if they have been approved by the E-Biz POC.</p>	<p>To verify that the organization's E-Biz POC has approved the AOR.</p>	<p>Logging in to check your AOR status is instantaneous. The approval process to become an AOR depends on how long it takes the E-Biz POC to login and approve the AOR.</p>

**NOTE: Some applicants have experienced difficulties when attempting to submit their applications electronically through Grants.gov. If you encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk (1-800-518-4726 or support@grants.gov) to obtain a "Case Number." This will provide evidence of your attempt to submit an application prior to the submission deadline.**

## **IV.D. Content and Form of Application Submission**

Each applicant shall submit an application in accordance with the instructions contained in this section.

### **IV.D.1. Application Format and Length**

The Project Proposal section shall be limited to a maximum of 20 pages excluding appendices. **The SF-424 forms are not considered in the total page count.**

Applications will be prescreened for compliance to the page number limitations.

### **IV.D.2. Application Content**

The application must include the following elements in order to be considered complete:

- SF-424 Core For – Application cover page
- SF-424 B or D Form, as applicable to the project
- Signature Letters
  - Applicant Signature Letter
  - BSP Representative Signature Letter
  - State Representative Signature Letter (optional)
- Project Proposal (limited to 20 pages excluding appendices) to include:
  - Title page
  - Table of contents
  - Part I - Project summary
  - Part II - Project proposed for funding
  - Part III - Project costs and funding plan
  - Appendices A through F as applicable to the project
- Letters of project support (if applicable)
- Official resolution

#### ***IV.D.2.a. SF-424 Application Cover Page***

This fully completed form must be signed by a person legally authorized to commit the applicant to performance of the project. **Failure to submit a properly signed SF-424 may result in the elimination of the application from further consideration.**

SF-424, SF-424A, SF-424B, SF-424C, and SF-424D forms may be obtained at <http://apply07.grants.gov/apply/FormLinks?family=15>

#### ***IV.D.2.b. SF-424 Assurances***

An SF-424B – Assurances – Non-Construction Programs or an SF-424D – Assurances – Construction Programs, signed by a person legally authorized to commit the applicant to performance of the project shall be included. Questions regarding whether to use SF-424B or SF-424D should be referred to Ms. Duffin at: [lduffin@usbr.gov](mailto:lduffin@usbr.gov). **Failure to submit a properly**

**signed SF-424B or SF-424D may result in the elimination of the application from further consideration.**

SF-424, SF-424A, SF-424B, SF-424C, and SF-424D forms may be obtained at <http://apply07.grants.gov/apply/FormLinks?family=15>

#### ***IV.D.2.c. Signature Letters***

##### *Applicant Signature Letter*

This is a required letter to be signed by the individual designated to represent the company, district, ditch or irrigation company, i.e., president or chairman. This letter indicates that the individual representing the applicant has reviewed the application that has been prepared and concurs that it meets the needs and objectives of their company, district, ditch, or irrigation company.

##### *Basin State Concurrence Letter*

Each application that is between 300-1000 tons is required to have a concurrence letter signed by the individual Basin State Salinity Coordinator from which the application is being submitted. The name of the appropriate Basin State Salinity Coordinator e can be found in Section VIII.

##### *State Representative Signature Letter*

Each applicant is highly recommended, yet not required, to have their Project Proposal reviewed by, and to obtain a letter from, their state Salinity Representative. Reclamation recommends this letter to help the applicant reduce risk in the ARC review of the project. The Reclamation Technical Contact will direct you to the individual in your state for this signature letter.

These signature letters can be found at <http://www.usbr.gov/uc/progact/salinity/>.

#### ***IV.D.2.d. Project Proposal***

Project Proposals must be prepared using the required electronic template provided by Reclamation. The template is a Microsoft® Word document that can be downloaded from the Reclamation Salinity Control Program webpage: <http://www.usbr.gov/uc/progact/salinity/index.html>.

Applicants must provide all information as requested in the Project Proposal template. Responses must be entered in the space provided with the exception of maps, tables, and other information, which should be provided in the appropriate appendix per instructions. Where information is not applicable please enter “NA” as the response. The following describes the content of the Project Proposal and includes instructions for completing the proposal.

##### **Title Page**

Provide the project name, project location, name of the applicant, and date the proposal was prepared on the title page included in the required electronic template.

##### **Table of Contents**

The contents of the Project Proposal shall be provided in the order listed in the table of contents. Where an appendix is not applicable to a project make the appropriate annotation to the table of contents.

**Part I – Project Summary**

*Applicant/Entity Name*

Provide the name and location of the applicant or entity who is submitting the application for the 2012 FOA.

*Application Name*

Provide the name of the application or project which is being submitted.

*Application Prepared By*

Provide the information, including the name of the individual(s) or consultant who prepared the Project Proposal.

*Funding Request Summary*

In the table provided, enter the funding amount requested from the Basinwide Program or BSP. List other (Federal and non-Federal) funding sources and amounts and the total project funding.

*Abbreviated Project Summary*

Provide a concise summary of the proposed Salinity Control Project. If the project is irrigation related provide names and lengths of canals and laterals to be improved by lining or piping.

*Estimated Salt Load Reduction*

Provide the estimated salt load reduction, in tons per year. This estimate is provided to the applicant by letter from Reclamation. In order to obtain a salt load reduction estimate from Reclamation the Salt Load Reduction Worksheet must be submitted to the Program Manager with a copy to the appropriate Reclamation Technical Contact. For each Salinity Control Project, applicants will be allowed no more than two submissions of the Salt Load Reduction Worksheet. Applicants should be aware that submittals may require 30 or more calendar days to process. Applicants are encouraged to submit the Salt Load Reduction Worksheet as early as possible following the release of the FOA, especially if the applicant anticipates submitting a revised version of the Salt Load Reduction Worksheet. Final submissions of the Salt Load Reduction Worksheets must be received by Reclamation no later than October 1, 2012.

*Estimated Cost Effectiveness Value*

Provide the estimated cost effectiveness value as calculated per instructions in Part III – Project Costs & Funding Plan of the Project Proposal.

*Contracting Entity Manager Contact Information*

Provide contact information for the entity's manager, who has the authorization within the organization to manage the project.

*Project Manager Contact Information*

Provide the contact information of the Project Manager if different than the Contracting Entity Manager.

*Acknowledgement of FOA Amendments*

Applicants shall acknowledge receipt of any amendment to the FOA by identifying the amendment number and date.

## **Part II – Project Proposed for Funding**

### *Background and Description of Project Area*

Describe project setting and geographic location. For irrigation-related applications, include general hydrology, geology, soils, climate (average rainfall, temperature, and growing season), water storage facilities, existing irrigation facilities (total mileage of canals and laterals and number of users), irrigated acreage, types of crops, etc.

### *Project Maps*

Attach, as Appendix A of the Project Proposal, detailed maps showing existing facilities and proposed improvements. Printed maps shall be no larger than 11x17.

Map(s) of existing facilities shall be scaled appropriately to easily identify the project area, existing facilities, and major geographic features including roads, streams, reservoirs, towns, etc. If the proposed project is irrigation related, the map should show locations of canals, laterals, and irrigated lands. Those canals or laterals proposed for improvement or abandonment under this application should be clearly identified.

Map(s) of proposed improvements shall be scaled appropriately which clearly identifies improvements that would be constructed under this application. If irrigation related, display new pipeline alignments and/or canal segments to be lined. Indicate in the color blue, the portion of the delivery system facilities to be funded in whole or part by Reclamation and, in the color red, any portion to be funded by other sources.

### *Water Rights and Supply*

Describe the water rights for both diversion and storage. Describe irrigation water supply and water shortages.

### *Detailed Description of Proposed Project – Irrigation Delivery Systems*

Describe the specific existing facilities (canals, laterals, ditches) that are to be improved or replaced. Details should include name of the canal, lateral, or ditch, and existing lengths and flow capacities, which should be displayed in Appendix B.

For irrigation related projects, identify the canal system or individual canals and laterals and describe in detail (lining method, pipe material, pipe sizes, lengths, etc.) the proposed lining or piping of those facilities. If the proposed project requires acquisition of water or water rights, describe the acquisition plan and required contracts. Describe plans for abandoning any facilities.

### *Detailed Description of Proposed Project – Other Types of Salinity Control*

For desalinization, evaporation, or other salinity control measures, clearly identify the salinity sources and quantify the salt (in tons/year) that will be controlled or eliminated. Include data that defines the salt loading and control in tabular format in Appendix C.

### *Detailed Description of Proposed Project – New Water Impoundment Structures*

If new ponds, reservoirs, settling basins, or other water impoundment structures are to be constructed or existing structures enlarged for any purpose (e.g., re-regulation, evaporation, etc.)

as part of this application, address the requirements listed for the Salt Load Reduction Worksheet submission in Section IV.A.1. If the size of a proposed or existing water impoundment structure increases later a new salt load calculation will be developed and funding may be reduced and/or the application ranking may change.

*Detailed Description of Proposed Project – Description of On-Farm Opportunities*

If new irrigation pipelines will provide sufficient water pressure and volume to promote new high efficiency irrigation improvements (sprinklers) on individual farm properties, complete the Enable On-Farm Worksheet, and submit required mapping in accordance with Section IV.E.2. Summarize the number of eligible deliveries and “Claimable Acres” for each canal, lateral, or ditch. Additionally, identify the percentage of landowners that have demonstrated their intent by signing the page 2 table of the Enable On-Farm Worksheet and list the total acreage represented by those landowners.

*NEPA Compliance*

Describe existing environmental compliance documents for the project area and new environmental documents [e.g., environmental assessments (EA)] required to implement the proposed project. Identify responsible parties and estimated costs.

*Other Benefits*

Describe any additional environmental benefits of the proposed project including selenium-loading reduction.

*Endangered Species Concerns*

Identify any known endangered or threatened species in the project area and assess the possibilities they may be affected by activities associated with the proposed project.

*Cultural Resources*

Identify any known archeological sites in the area of the proposed project and assess the possibilities they may be affected by activities associated with the proposed project.

*Habitat Replacement Plan*

If known, describe wetlands that may be affected by the proposed project and whether they have been previously inventoried. Identify existing Habitat Replacement Plans or new evaluations and analysis needed to develop a plan. Identify costs for studies and implementation of the plan. Justification must be provided if estimated costs are less than 5 percent of the Total Construction Cost. See FOA Section IV.E.4 for further information.

*Operation, Maintenance (O&M) and Management Plan*

Describe the proposed O&M and management plan that will assure the project achieves the proposed salinity control over the project life. If the proposed project is an industrial process or an irrigation related project that relies extensively on water management to achieve benefits, a detailed description of the plan and funding source should be included. O&M of water impoundment structures should be described as specified in Section IV.E.1.b.

*Experience Implementing Projects*

Identify past Salinity Control Projects or projects of similar nature completed or underway by your organization (entity and consultant); include construction dates, brief description, and status.

### **Part III – Project Costs and Funding Plan**

#### *Detailed Cost Estimate*

Using the table in Appendix E, provide a detailed cost estimate for materials and construction (provisions for contingencies must be shown as a separate line item and not included in the unit or total cost for other cost elements.). The Habitat Replacement Plan, Design, NEPA and other similar costs must be shown as direct costs. Indirect costs, such as overhead, are to be included in the cost estimate as well. All quantities, materials, sizes, etc., must agree with descriptions provided in other sections of the Project Proposal.

The Reclamation Cost Price Analyst has posted advice on how to properly fill out and break down a detailed cost estimate. Please go to <http://www.usbr.gov/uc/progact/salinity> for this information.

#### *Funding Plan*

Describe the funding plan for construction and O&M of the project. If funding from sources other than the Basinwide Program or BSP is anticipated, the funding partner should be identified and a letter of commitment attached. Proposed in-kind contributions should be identified.

#### *Cost Effectiveness – Estimated Project Life*

State the estimated life of project components. A minimum of 50 years is required for all irrigation related components.

#### *Cost Effectiveness – Total and Amortized Reclamation Costs*

In the table provided, enter the total and amortized Basinwide Program or BSP costs. The amortized cost can be determined by applying the amortization factor of 0.04655 to the Basinwide or BSP costs. The amortization factor is based on the FY 2012 Federal planning interest rate of 4 percent and a project life of 50 years.

#### *Cost Effectiveness – Estimate of Salt Load Reduction*

Enter the salt load reduction estimate in the appropriate space provided. Include, as Appendix F, the written response from Reclamation providing the salt load reduction estimate.

#### *Cost Effectiveness – Value*

Enter the cost effectiveness value in dollar per ton per year by dividing the amortized Basinwide Program or BSP cost by the total annual salt load reduction estimate.

#### *Construction and Funding Schedule*

Include a detailed schedule displaying anticipated major work items and funding requirements (including other funding and in-kind services) on a Federal FY basis (October 1 – September 30) for each year of the project.

**Appendix A: Project Maps**

Attach project maps as instructed in Part II of the project proposal. Printed maps shall be no larger than 11x17.

**Appendix B: Existing Irrigation Delivery Facilities Data Sheet**

Using the table provided, enter the requested information about existing irrigation delivery systems.

**Appendix C: Supplemental Data Tables and/or Data for Other Types of Salinity Control**

Provide tables for supplemental data or for non-irrigation related Salinity Control Projects.

**Appendix D: Estimate of Enable On-Farm Acreage**

Include the completed Enable On-Farm Worksheet. The Enable On-Farm Worksheet can be downloaded from Reclamation's salinity control website:

<http://www.usbr.gov/uc/progact/salinity>.

**Appendix E: Detailed Cost Estimate**

Using the table provided, enter the requested information in detail. All entries must precisely match the quantities and descriptions provided in the Project Proposal. Costs must be included for NEPA and cultural resource compliance and for habitat replacement.

**Appendix F: Salt Load Reduction Estimate(s)**

Include the response letter from Reclamation providing the salt load reduction estimate.

**IV.E. Additional Instruction for Application Content**

**IV.E.1. Design Standards and Other Considerations for Irrigation-Related Projects**

The following considerations should be reflected in the design, cost estimate, and schedule for the proposed project:

- At a minimum all projects must meet NRCS construction standards (see below).
- Improvements to Reclamation-owned projects will require Reclamation review and approval of designs prior to construction. Reclamation will also require compliance with policies regarding rights-of-way, O&M, and ownership of facilities.
- Improvements to other federally-owned irrigation facilities may have special requirements. The applicant should contact the appropriate agency prior to submission of the application.
- Canal lining projects must meet the minimum design and construction criteria outlined in Section IV.E.1.a.
- For pipeline projects or other projects which replace delivery system facilities, all facilities (i.e., earthen canals and laterals, diversion structures, etc.) being replaced, shall



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be rendered unusable and incapable of delivering or retaining water. This is to assure that the proposed salt load reduction occurs. Associated costs for rendering facilities unusable and incapable of delivering or retaining water shall be included in the Detailed Cost Estimate of the Project Proposal.

Projects which propose construction of new or modifications to existing water impoundment structures must meet the Salinity Control Program's design and construction standards for water impoundment structures, which can be obtained by contacting the local Reclamation Technical Contact listed in Section VIII. For more information regarding water impoundment structures see Section IV.E.1.b.

### To access NRCS Practice Standards and Specifications:

Visit the NRCS website for the electronic Field Office Technical Guide (FOTG) at the following web address: [http://efotg.sc.egov.usda.gov/efotg\\_locator.aspx](http://efotg.sc.egov.usda.gov/efotg_locator.aspx).

- From the map of the United States, select the state where the project will be constructed.
- From the map of the state, select the county where the project will be constructed.
- Under the heading, FOTG, select "Section IV".
- Under Section IV, select the folder variously labeled "Practice Standards and Specifications" or "Conservation Practices". Within this folder can be found the criteria for each type of conservation practice such as "Irrigation Pipeline" or "Irrigation Water Conveyance".

Standards and Specifications for materials, design, and construction are available and unique to each state. There may be criteria specific to a county.

Generally, the practices "Irrigation Water Conveyance, Irrigation Pipeline, Pond, and Pond Sealing" will cover nearly all practices that will be encountered. However, for projects which propose canal linings or new water impoundment structures refer to Sections IV.E.1.a and IV.E.1.b respectively for required standards and additional guidance.

For further information or clarification on projects, contact:

#### Colorado

Mr. John Andrews

720-544-2834

[john.andrews@co.usda.gov](mailto:john.andrews@co.usda.gov)

#### Utah

Mr. Brent Draper

801-524-4582

[brent.draper@ut.usda.gov](mailto:brent.draper@ut.usda.gov)

Wyoming  
Mr. Chuck Schmitt  
307-233-6748  
[chuck.schmitt@wy.usda.gov](mailto:chuck.schmitt@wy.usda.gov)

#### ***IV.E.1.a. Canal Lining Minimum Construction Criteria***

##### **General**

The following criteria are minimum standards for canal linings with a 50 year design life that will be included in the FOA. Any canal lining projects to be constructed using full or partial Reclamation funding must meet or exceed the standards presented below. In addition, the final design and specifications for a 50 year design life must be designed and stamped by a registered professional engineer in the state of the project.

##### **Specific Reclamation Requirements**

The maximum design seepage rate for the canal shall not exceed 0.25 inches per day. The liner shall be designed so as to not exceed that amount throughout the 50 year life of the project. Geomembrane linings with either a concrete/shotcrete cover material or sand and gravel cover material shall be the only design accepted that will meet the 50 year design life.

##### **Covered Geomembrane Lining Systems**

Acceptable geomembranes consist of polyvinyl chloride (PVC), polypropylene, ethylene, low-density polyethylene (LDPE), or high-density polyethylene (HDPE) and shall have a minimum thickness of 30 mil. Non-woven geotextile with a minimum weight of 10 oz. shall be placed on both sides of the geomembrane to provide protection from both the sub-grade and cover material. The cover material shall be either concrete/shotcrete or sand and gravel.

Groundwater shall be permanently controlled in order to prevent floating of the liner system with a designed drain system. Sub-grade shall be prepared in order to provide firm compacted foundation for the liner; densities shall be the greater of 85 percent proctor density or the densities of the surrounding soil as approved by a registered engineer. Sub-grade shall be free of organics and sharp objects/rocks.

Geomembrane liner system must be anchored with a minimum horizontal lip of 2 feet that is keyed in underneath the O&M road or embankment, as recommended by the designer and manufacturer. All geomembrane liners must be field seamed. Construction and seaming of liners must be performed by an experienced installer with a minimum of 5 years of seaming experience. Geomembranes must be adequately protected during placement to avoid puncture on installation.

When sand and gravel cover is used, it shall be 1.5 feet thick minimum with consideration given to adequate cover if heavy maintenance activities are anticipated. The sand and gravel cover shall consist of material with a maximum particle size of 6 inches and no more than 15 percent fines with a gradation adequate to withstand canal velocities and wave action. The minimum side slope shall be 2.5:1 or as approved by a registered engineer and the stability of the cover material must be analyzed in final design by a registered engineer.

Concrete and Shotcrete shall be considered synonymous except as noted otherwise. When concrete cover material is used, it shall have a minimum thickness of 3 inches with a minimum compressive strength of 3,000 pounds per square inch (psi). The minimum side slope shall be 1.5:1. Synthetic reinforcement, such as Fibermesh, shall be utilized with shotcrete and not concrete.

#### **Construction Quality Assurance**

A quality control program should be developed. The quality control testing must be performed by an independent, (from the contractor) third-party materials testing firm. Additionally, Reclamation reserves the right to utilize its material laboratory and personnel to perform supplemental quality control testing. Soil compaction control guidelines can be found in Reclamation's Earth Manual (available at <http://www.usbr.gov/pmts/writing/earth/index.html>).

All testing to support the proposal shall be performed by accredited laboratories using industry standard methods such as test procedures provided by the American Society for Testing and Materials. Test methods that are used should be cited correctly in the proposals.

For geomembrane quality control testing, consult Reclamation guide specification 02344 and/or comply with the manufacturer's recommendations for information on seam testing and other aspects of field quality control.

#### ***IV.E.1.b. Water Impoundment Structures***

This section contains special provisions for applications involving new construction or enlargement of existing water impoundment structures.

It is allowable to include the construction of a new pond or reservoir in a salinity control proposal if that structure is needed for the operation of a piped irrigation water delivery system or for other essential purposes. Justification for the pond or reservoir must be provided in the application. To be acceptable the design and construction must meet standards developed by Reclamation. The standards are aimed at providing a liner sufficient to last for the life of the entire project (50 years if coupled with buried pipelines or canal lining). Applicants contemplating a new pond or reservoir can obtain these standards from the appropriate Reclamation Technical Contact listed in Section VIII. A successful applicant's funding agreement will require a complete Reclamation review of the proposed design, specifications, and construction.

Additional seepage will likely occur from the new pond or reservoir and must be accounted for in the application's overall salt load reduction estimate. This seepage must be identified and multiplied by the appropriate local salt loading rate to estimate new salt loading, which will then be deducted from the application's total salt load reduction estimate. Reclamation will provide an estimate for this deduction based on information supplied by the applicant.

In order to be responsive to the FOA, the applicant must:

- In the Salt Load Reduction Worksheet, Background Information, Part D.3:

- Provide justification for a new pond or reservoir to be constructed with funding from Reclamation.
- Identify the anticipated depth and both the maximum surface area and wetted (subject to seepage) area of the pond or reservoir.
- Identify the average number of days per year the pond/reservoir will store water and whether the remaining contents will be evacuated during the non-irrigation season.
- In the Project Proposal of the application:
  - Agree to meet the design and construction standards for water impoundment structures.
  - In Part II D.3 of the Project Proposal, discuss the preliminary design, specifications, and construction plans for the pond/reservoir and liner, including the following:
    - Type and thickness of the liner.
    - Average seepage rate expected over the project life.
    - Construction methods.
    - Procedures for testing and documentation to insure that the liner will be constructed according to specifications.
- In Part II G of the Project Proposal, describe how O&M will be performed in a manner to prevent damage to the liner. This includes, but is not limited to, excluding animals and equipment from the treated area, protection of the liner during initial filling, agitation, or pumping operations, and repair of disturbed or eroded areas. The need for sediment removal and how it will be accomplished should be specifically discussed.
- In the detailed cost estimate table (Appendix E of the Project Proposal) list all quantities and costs for materials and installation in order to meet the standards. Costs should be broken into major categories, e.g., land acquisition, excavation, embankment, liner materials/installation, liner cover, etc.

#### **IV.E.2. Enable On-Farm Salinity Control Features to be Constructed**

Improvements to irrigation delivery systems may enable the construction of on-farm salinity control features and result in additional salinity control benefits. On-Farm salinity features are considered enabled if the acreage meets the following basic requirements.

- Have been irrigated 2 of the last 5 years (2008-2012).

- Have no irrigation improvements beyond land leveling (i.e., sprinklers, drip facilities, etc.)
- Be provided with a dynamic working pressure of 35 psi or greater.
  - Where working pressure generated by the pipeline is insufficient booster pumps may be added. Capital costs for pumps and electrical connections would be part of the Reclamation funded project and must be displayed as project costs in Appendix E of the Project Proposal.

Applicants desiring to demonstrate that the off-farm delivery system improvements will enable on-farm salinity control features to be constructed must do the following:

1. Complete Salt Project Proposal, Part II D.4.
2. Complete Enable On-Farm Worksheet for each canal, lateral, or ditch. The Enable On-Farm Worksheet is a Microsoft® Excel spreadsheet file which can be downloaded from the website at <http://www.usbr.gov/uc/progact/salinity>. Instructions for completing the Enable On-Farm Worksheet are contained in the spreadsheet file. Include the completed tables as Appendix D of the Project Proposal and submit the completed Enable On-Farm Worksheet electronically. The Enable On-Farm Worksheet requests the following information:
  - a. Provide evidence that claimed acreage meets the basic requirements by completing Page 1 of the Enable On-Farm Worksheet.
  - b. Provide evidence that on-farm improvements will be pursued by individual landowners by completing page 2 of the Enable On-Farm Worksheet. Include the signatures of those landowners willing to indicate their intention to install high-efficiency irrigation systems when sufficient volume and pressure are available. High efficiency systems include pivot or side-roll sprinklers, drip irrigation, and micro spray systems.
3. Submit mapping (with aerial photo background) that:
  - a. Identifies the eligible acreage to be provided with 35 psi working pressure and displays number of acres for each field.
  - b. Identifies each delivery location and includes the elevation of that delivery with background topography (contour lines) for easy verification.

### **IV.E.3. Other Types of Salinity Control**

#### ***IV.E.3.a. Estimated Salt Load Reduction Non-Irrigation***

The Applicant should contact the appropriate Reclamation Technical Contact (See Section VIII), prior to preparing the responses for the Project Proposal of the application. The **SALT LOAD**

**REDUCTION WORKSHEET(S)** should be submitted as soon as possible to the Salinity Program Manager with a copy to the appropriate Technical Contact. The Salt Load Reduction Worksheet must be received by the Salinity Program Manager no later than October 1, 2012. Reclamation will process requests on a first-come first-served basis and work with applicants to develop salt load reduction estimates. For more information on submitting the Salt Load Reduction Worksheet see Section IV.A.1.

#### **IV.E.4. Wildlife Habitat Replacement**

##### ***IV.E.4.a. Irrigation Delivery System Improvements & Other Types of Salinity Control (Non-Irrigation Related)***

The Salinity Control Act, Section 202(a)(6), provides for the replacement of incidental fish and wildlife values that are lost as a result of measures and associated works to reduce salinity.

The following are minimum requirements for habitat replacement for Salinity Control Projects:

- There shall be no net loss of habitat function. This is to say that acreage amounts don't need to be the same, but that there is no net loss in total value to wildlife.
- A reasonable assurance must be provided that the replacement habitat features will survive and function (e.g., with an assured water supply) for the life of the project. The replacement lands must be protected through acquisition, easement, or through public ownership and long-term management and monitoring must be provided.
- Long-term active management must be included to assure that exotic plant species will not reduce the function of the site as wildlife habitat.
- Habitat replacement should be implemented in advance of project (for example, pipeline) construction or otherwise, must occur concurrently.
- The estimated cost of the habitat replacement will be included in the cost effectiveness computation and included as a cost risk factor. Unless justification is provided in the application for a different value, the applicant should include a wildlife habitat replacement cost of 5 percent of the total construction costs.

The process to identify habitat replacement requirements will involve ascertaining the existing quality of the habitat to be lost and the existing quality of habitat in a potential replacement area using a standardized habitat assessment approach approved by Reclamation. This approach will examine various components of both the project area and proposed replacement habitat(s) to identify a value of those lands to wildlife and assign a Habitat Value Score (HVS). The total wildlife habitat value is based on the following formula:

$$\begin{aligned} \text{Area (acres) of impacted habitat} \times \text{Habitat Quality Score (HQS) of the impacted habitat} &= \text{Total} \\ &\text{Habitat Value (THV) Lost (or Total Habitat Units lost)} \\ \text{Area} \times \text{HQS} &= \text{THV} \end{aligned}$$

The THV of the lands proposed to be replaced is determined by the same method. Then improvements are planned for replacement lands; the improvement (acres improved X increase in existing HQS) must equal or exceed the THV lost. Thus there will be no net loss of habitat value. The acreage of project impacts and replacement lands will likely be different, varying with the HQS and improvement potential of the replacement lands.

Example:

Five miles of a lateral are to be placed in pipe. There are 5 acres of wetlands/riparian (including open water habitat) vegetation supported by seepage from the lateral. It is predicted that these 5 acres will be lost when the lateral is placed in pipe.

The HQS of the 5 acres is then determined. In this example, the HQS is 3. Therefore, the THV or Habitat Units lost will be 5 acres x 3 = 15.

Replacement lands are identified. These lands will have to have the THV improved by 15 in order to have no net loss of value. In this example the replacement area is 5 acres and has a HVS of 4. Therefore the THV of the replacement lands is 20. This needs to be increased to 35. Improvements need to be made to the replacement lands to increase the per acre HQS to 7 for an improvement of 15. This improvement will result in no net loss of habitat value from the project.

If jurisdictional wetlands are present within the proposed project area, Reclamation will coordinate with the Corps of Engineers to coordinate habitat replacement requirements.

### HQS

A protocol has been designed to accurately and effectively assess the HQS of a specified area in a timely and cost effective manner. Eleven criteria have been developed to examine aspects of habitat that are essential for wildlife. The first criterion, riparian, or wetland habitat type must have a 'yes' answer in order to proceed to further evaluation. Each of the remaining ten criteria should then be scored as to what is appropriate or expected for the specific habitat type being evaluated, and some may need to be adapted to fit the specific project area. Evaluators should have an understanding of the ecological community they are evaluating.

## Section V. Application Review Information

### V.A. Review and Selection Process

The Government reserves the right to reject any and all applications that do not meet the requirements of this FOA or that are outside the scope of the Salinity Control Program. Awards will be made for projects most advantageous to the Government. The evaluation process will be comprised of three steps described in the following subsections.

#### 1. Initial Screening

All applications will be screened to ensure that:

- The application meets the requirements of the FOA package, including submission of project and budget proposals, a funding plan, letter(s) of commitment, and related forms.
- The application contains a properly executed SF-424 Application for Financial Assistance and a form SF-424B, Assurances - Non-Construction Programs, or SF-424D, Assurances - Construction Programs.
- The Applicants with 1000 or more tons are registered in SAM with legal DUNS number.
- The Applicant Signature Form has been signed concurring that they have reviewed and approved of the project.
- Each application that is between 300-1000 tons has a concurrence letter signed by the individual Basin State Salinity Coordinator, from which the application is being submitted. The name of the appropriate Basin State Salinity Coordinator can be found in Section VIII.
- The application includes an official resolution, adopted by the applicant's board of directors, governing body, or appropriate authorized official.
- Funding from sources outside the applicant's organization, e.g., loans or state grants, are secured and available to the applicant prior to award. Reclamation may approve an award prior to an applicant securing cost-share funds if Reclamation determines that there is sufficient evidence and likelihood that the non-Federal funds will be available to the applicant by the start of the project.
- The applicant meets the eligibility requirements stated in Section III.A.
- The application meets the description of eligible projects in Section III.B and is within the scope of the Salinity Control Program.
- The project can be completed within 4 years of project award date.
- The project does not require reimbursement from Reclamation of annual O&M expenses.

**Reclamation reserves the right to remove an application from funding consideration if it does not pass all Initial Screening criteria listed above.**



### **V.A.2. ARC Review**

Applications will be evaluated and ranked by an ARC using the Evaluation Criteria described in Section V.B. The ARC will then recommend to the Program Manager applications to be considered for award. The Program Manager then provides recommendations to the Grants Officer (GO) for award. Applications ultimately selected for award will be determined by the GO.

The ARC will also review the BSP applications according to the state in which they are located. Projects selected by the ARC for award under the BSP will be given to the Colorado State Soil Conservation Board, Utah Department of Agriculture and Food, or the Wyoming Water Development Commission Office for agreement execution. Any BSP awards given in the state of New Mexico will be executed by Reclamation.

### **V.B. Evaluation Criteria**

Applications will be evaluated individually according to the following criteria, listed in descending order of importance:

1. Cost Effectiveness
2. Project Risk
  - a. Obtaining Salt Load Reduction
  - b. Capability to Implement
  - c. Detailed Project Plan and Costs
  - d. O&M and Management
3. Enable On-Farm Salinity Control Features
4. Past Performance

The criteria are described in detail in the following sections.

#### **V.B.1. Cost effectiveness**

The Salinity Control Act directs that cost effectiveness be the prime criteria for ranking and selecting projects for funding. Cost effectiveness is defined as the amortized Basinwide Program or BSP funding amount divided by the tons of salt controlled per year.

#### **V.B.2. Project Risk**

In the Report to Congress prepared by Reclamation as required by P.L. 104-20 that created the Basinwide Salinity Control Program, it is stated that risk factors that might affect the project's performance would be considered in the ranking of proposals (applications). The following criteria addresses risks that could affect the project's performance to control the salt claimed.

##### ***V.B.2.a. Obtaining Salt Load Reduction***

This criterion acknowledges that the precision of salt load measurements and estimates varies based on the method of salinity control and the availability and reliability of data and

hydrosalinity studies in the different salinity project areas. Salt load reduction estimates are rated based on the following criteria:

- Methods of estimating salt load reduction (listed by increasing order of uncertainty):
  - Direct measurement.
  - Estimate derived from reports, studies, models, etc.
    - Feasibility level study.
      - Multiple years of flow and salt data.
      - Detailed water and salt budgets, including separation of agricultural salt load into on and off-farm components.
      - Identification of differential salt loading for different locations within a study area.
    - Appraisal or screening level study.
      - Lacks many or all of the items present in feasibility level studies.
    - Combination of studies, reports, load estimates, streamflow, and salt data, and USGS model estimates used to develop salt load estimates for a given area.
    - Short-term or incomplete studies and reports.

***V.B.2.b. Capability to Implement Project and Meet Project Schedule***

Applications that adequately demonstrate the capability to implement the project for the proposed cost and have a detailed project schedule, which identifies all the major work items, with reasonable completion dates for each, will reduce risk to Reclamation. Projects with shorter schedules will receive higher ratings.

***V.B.2.c. Detailed Project Plan and Costs***

Applications that provide detailed project plans, cost estimates, and, if applicable, have adequate water rights will reduce risk to Reclamation. Costs and other figures described in the Project Proposal must precisely match the quantities and cost estimates in Appendix E of the Project Proposal. Inconsistencies in a Project Proposal may result in a decision by the ARC to not recommend the application for award.

***V.B.2.d. O&M and Management***

Applications that have low O&M, and management requirements or that have a well defined and adequately funded O&M and management plan will reduce risk to Reclamation. Generally a pipeline project would have less O&M, and management requirements.

### **V.B.3. Enable On-farm Salinity Control Features to be Constructed**

Applications that demonstrate off-farm delivery system improvements, which will provide a sufficient volume of water at a dynamic working pressure of 35 psi to the edge of the field will be eligible for rating under these criteria. Application ratings will be improved based on evidence of the probability that on-farm improvements, particularly high efficiency irrigation systems, will be pursued by individual landowners. This evidence is demonstrated by completion of the Enable On-Farm Worksheet including signatures of intent from individual landowners.

### **V.B.4. Past Performance**

Applicants and applicant subcontractors who have participated in the Salinity Control Program in the past will be ranked based on the past performance of their individual projects. The ARC will review and discuss with the GO, if in past projects, there were any problems with: late reporting, unauthorized modifications, timeliness of expenditures, and the working relationship with the GO Technical Representative, Coordinator, Program Manager, and the GO. Reclamation will look at modifications requested outside of the scope of work on past projects as applicable.

### **V.C. Negotiations and Awards**

Starting with those applications with the highest ranking, the GO will enter into negotiations for an agreement. If an agreement cannot be executed, the GO may enter into negotiations with applicants with the next highest ranked application. Agreement awards may be made until the anticipated available funding has been awarded.

Verbal explanations or instructions given before the award of the agreement will not be binding. Any explanation or instructions, which will change the FOA or impact potential agreement award, will be given in writing.

False claims or mistakes made in the application discovered during the award process will require that the application be re-rated, re-ranked, and could result in the application not being awarded or termination of the agreement award.

Be advised that upon award, the application and agreement will become public information.

Reclamation reserves the rights to verify the data in the application and to quality control test features of the project. Costs associated with the verification and testing may be withheld from funding awarded for the project.

#### **V.C.1. Funding Subject to Appropriation**

Funding for the program is subject to annual appropriations from Congress.

## V.D. Pre-Award Clearances and Approvals

After completion of the ARC evaluation, Reclamation will notify applicants whose proposals have been selected for award consideration and will forward their applications to the appropriate Reclamation regional or area office for completion of environmental compliance.

The local Reclamation office will also complete a business evaluation and determination of responsibility. During these evaluations, the GO will also consider several factors that are important, but not quantified, such as:

- Pre-award clearances, determinations, reviews, and approvals.
- Allowability and allocability of proposed costs.
- Financial strength and stability of the organization.
- Past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance.
- Adequacy of personnel practices, procurement procedures, and accounting policies and procedures, as established by applicable OMB circulars.

If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized (approximately 1 to 3 months from date of initial selection). If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

The following statement concerning a design build (turn-key) project and was taken from Federal Regulations 43 CFR 12.943 – Competition:

*“All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open, and free competition. The recipient shall be alert to organizational conflicts of interest as well as noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. **In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids and/or requests for proposals shall be excluded from competing for such procurements.** Awards shall be made to the bidder or offer or whose bids or offer is responsive to the solicitation and is most advantageous to the recipient, price, quality, and other factors considered. Solicitations shall clearly set forth all requirements that the bidder or offer or shall fulfill in order for the bid or offer to be evaluated by the recipient. Any and all bids or offers may be rejected when it is in the recipient's interest to do so.”*

**V.E. Anticipated Announcement and Award Dates**

The ARC will meet December 5-7, 2012.

All applications will receive a letter indicating selection or non selection by January 15, 2013.

Application awards will be on or before May 1, 2013.

## **Section VI. Award Administration Information**

### **VI.A. Award Notices**

Successful applicants will receive, by electronic or regular mail, a notice of award.

If the applicant is awarded a financial assistance agreement as a result of this FOA, the proposed project and other relevant information (e.g., expected water savings) from the application will be referenced in the agreement. The agreement document must be signed by a Reclamation GO before it becomes effective.

### **VI.B. Administrative and National Policy Requirements**

#### **1. Overview of Environmental Compliance Requirements**

Under no circumstances may an applicant begin any ground-disturbing activities (including grading, clearing, and other preliminary activities) on a project before environmental compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost share. Reclamation will provide a successful applicant with information once environmental compliance is complete. An applicant that proceeds before environmental compliance is complete may risk forfeiting Reclamation funding under this FOA.

Before approving expenditures for the implementation of a Salinity Control Program project, Reclamation is required to comply with applicable environmental laws. Such compliance requires the participation and cooperation of both Reclamation and the Salinity Control Program recipients. This information is intended to inform applicants about the environmental compliance process associated with the Salinity Control Program projects and to summarize the requirements of certain Federal environmental laws.

Reclamation addresses environmental compliance issues for Salinity Control Program applications as (1) an initial review and (2) a more detailed view of projects initially recommended for award. First, as part of the initial recommendation process, Reclamation evaluates the appropriateness of the amount budgeted for environmental compliance. Reclamation also examines the proposal to determine whether any significant environmental issues are involved in the project. Second, once a proposal has been initially recommended for funding, Reclamation undertakes a more detailed examination of environmental issues associated with the proposed project to comply with applicable law.

#### **2. Overview of Relevant Environmental Laws**

Following is a brief overview of NEPA, NHPA, and ESA. While these statutes are not the only environmental laws that may apply to Salinity Control Program projects, they are the Federal laws that most frequently do apply. Compliance with all applicable environmental laws will be initiated by Reclamation concurrently, immediately following the initial recommendation of a Salinity Control Program financial assistance award. The descriptions below are intended to

provide applicants with information about the environmental compliance issues that may apply to projects and to help applicants budget appropriately for the associated compliance costs.

*a. NEPA*

NEPA requires Federal agencies such as Reclamation to evaluate - during the decision-making process - the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can make a decision to fund a Salinity Control Program financial assistance project, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal:

- Some projects may fit within a recognized **Categorical Exclusion (CE)** to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). If a project fits within a CE, no further NEPA compliance measures are necessary. Use of a CE can involve simple identification of an applicable **Departmental CE** or documentation of a **Reclamation CE** using a **Categorical Exclusion Checklist (CEC)**. If a CE is being considered, Reclamation will have to determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process takes anywhere from 1 day to about 30 days, depending upon the specific situation.
- If the project does not fit within a CE, compliance with NEPA, it might require preparation of an **EA/Finding of No Significant Impact (FONSI)**. Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant impacts exist [which would trigger the further step of an Environmental Impact Statement (EIS), below]. If no potentially significant impacts are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take weeks or even months to complete. Consultation with other agencies and public notification are part of the EA process.
- The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental impacts, is the completion of an **EIS and Record of Decision**. An EIS requires months or years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents. It is not anticipated that projects proposed under this program will require completion of an EIS.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 or 95 percent?) The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff, which has experience in evaluating impacts in context and by intensity.

Reclamation has the sole discretion to determine what level of NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate

level of compliance. You are encouraged to contact your Reclamation regional or area office (see <http://www.usbr.gov/main/regions.html>) with questions regarding NEPA compliance issues. For further information contact:

Colorado & New Mexico

Mr. Terry Stroh  
Group Chief, Environmental and Planning Group  
Bureau of Reclamation, Western Colorado Area Office  
970-248-0608  
[tstroh@usbr.gov](mailto:tstroh@usbr.gov)

Utah & Wyoming

Mr. Jeffrey D'Agostino  
Environmental Group Chief  
Bureau of Reclamation, Provo Area Office  
801-379-4135  
[jdagostino@usbr.gov](mailto:jdagostino@usbr.gov)

***b. National Historic Preservation Act of 1966 (NHPA)***

To comply with Section 106 of NHPA, Reclamation must consider whether a proposed project has the *potential to cause effects to historic properties*, before it can award a Salinity Control Program financial assistance agreement. **“Historic properties”** are cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that qualify for inclusion in the National Register of Historic Places. In some cases, **water delivery infrastructure that is over 50 years old** can be considered a “historic property” that is subject to review.

If a proposal is selected for initial award, the Salinity Control Program financial assistance recipients will work with Reclamation to complete the Section 106 process. Compliance can be accomplished in several ways - depending on how complex the issues are, including:

- If Reclamation determines that the project does *not* have the potential cause effects to historic properties, then Reclamation will document its findings and the Section 106 process will be concluded. This can take anywhere from a couple of days to 1 month.
- If Reclamation determines that the proposed project *could* have effects on historic properties, a multi-step process, involving consultation with the State Historic Preservation Officer and other entities, will follow. Depending on the nature of the project and impacts to cultural resources, consultation can be complex and time consuming. The process includes a determination as to whether additional information is necessary; evaluation of the significance of identified cultural resources; assessment of the effect of the project on historic properties; and if the project would have an adverse effect, evaluation of alternatives or modifications to avoid, minimize, or mitigate the effects. A Memorandum of Agreement is then used to record and implement any necessary measures. At a minimum, completion of the multi-step Section 106 process takes about 2 months.



The level of cultural resources compliance required, and the associated cost, depends on a case-by-case review of the circumstances presented by each proposal.

You should contact your State Historic Preservation Office and your local Reclamation office's cultural resources specialist to determine what, if any, cultural resources surveys have been conducted in the project area. See <http://www.usbr.gov/cultural/crmstaff.html> for a list of Reclamation cultural resource specialists. If an applicant has previously received Federal financial assistance, it is possible that a cultural resources survey has already been completed.

### c. ESA

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the U.S. Fish and Wildlife Service (Service) or the National Oceanic and Atmospheric Administration (NOAA) Fisheries Service to ensure any action it authorizes, funds, or carries out is not likely to *jeopardize the continued existence of any endangered or threatened species or destroy or adversely modify any designated critical habitat*.

Before Reclamation can approve funding for the implementation of a Salinity Control Program financial assistance project, it is required to comply with Section 7 of the ESA. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the project. A rough overview of the possible course of ESA compliance is:

- If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, the ESA review is complete and no further compliance measures are required. This process can take anywhere from 1 day to 1 month.
- If Reclamation determines that endangered or threatened species may be affected by the project, then a **Biological Assessment (BA)** must be prepared by Reclamation. The BA is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The BA may result in a determination that a proposed action *is not likely to adversely affect* any endangered or threatened species. If the Service/NOAA Fisheries Service concurs in writing, then no further consultation is required and ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a BA can range from days to weeks or even months. The Service/NOAA Fisheries Service generally respond to requests for concurrence within 30 days.
- If it is determined that the project *is likely to adversely affect* listed species, further consultation (“**formal consultation**”) with the Service or NOAA Fisheries Service is required to comply with ESA. The process includes the creation of a **Biological Opinion (BO)** by the Service/NOAA Fisheries Service, including a determination of whether the project would “**jeopardize**” listed species and, if so, whether any **reasonable and prudent** alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary **reasonable and prudent measures** and **terms and conditions** to minimize the impact of incidental take may also be included. Under the timeframes

established in the ESA regulations, the BO is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.

- Obviously, the time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have impacts on those species significant enough to require formal consultation.

ESA compliance is often conducted parallel to the NEPA compliance process and, as in the case of CEC, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff, which can be helpful in determining the presence of listed species and possible impacts that would require consultation with the Service or NOAA Fisheries Service. You are encouraged to contact your regional or area Reclamation office (see <http://www.usbr.gov/main/regions.html>) with questions regarding ESA compliance issues. For further information contact:

Colorado & New Mexico

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[jdagostino@usbr.gov](mailto:jdagostino@usbr.gov)

## **VI.C. Reporting**

If the applicant is awarded an agreement as a result of this FOA, the applicant will be required to submit the following types of reports during the term of the agreement.

### **1. Financial Reports.**

- SF-425, Federal Financial Report, on a quarterly basis.
- Final report.

### **2. Program Performance Reports.**

- Reporting Frequency: Semi-annual reports.
- Final report (please note final reports are public documents and will be made available on Reclamation's website).

## Section VII. Agency Contact

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this FOA may *direct questions to Reclamation in writing*. Questions may be submitted to the attention of Ms. Duffin, GO, as follows:

By mail: Bureau of Reclamation  
Ms. Lila Duffin  
Attention: UC-825  
125 South State Street, Room 6426  
Salt Lake City, UT 84138-1147

E-mail: [lduffin@usbr.gov](mailto:lduffin@usbr.gov)  
Telephone: 801-524-3647

## Section VIII. Salinity Coordinator(s)

### **RECLAMATION REGIONAL OFFICE COORDINATORS**

Colorado River Basin Salinity Control Program Manager

Mr. Kib Jacobson  
125 South State Street, Room 6107  
Salt Lake City, UT 84138  
801-524-3753  
kjacobson@usbr.gov

Colorado River Basin Salinity Control Program Coordinator

Mr. Brad Parry  
125 South State Street, Room 6107  
Salt Lake City, UT 84138  
801-524-3723  
bjparry@usbr.gov

### **RECLAMATION TECHNICAL CONTACTS AND AREA OFFICE COORDINATORS**

Colorado River Basin in Utah and Wyoming

Mr. Ben Radcliffe  
Provo Area Office  
302 East 1860 South  
Provo, UT 84606-7317  
801-379-1213  
[bradcliffe@usbr.gov](mailto:bradcliffe@usbr.gov)

Colorado River Basin in Colorado and New Mexico Including San Juan River and Dolores River Basins:

Mr. John Sottolare  
Western Colorado Area Office  
2764 Compass Drive  
Grand Junction, CO 81506  
970-248-0640  
[jsottolare@usbr.gov](mailto:jsottolare@usbr.gov)

### **BASIN STATES SALINITY COORDINATORS:**

State of Colorado:

Colorado State Soil Conservation Board  
Mr. Jim Currier  
2738 Crossroads Boulevard, Suite 104  
Grand Junction, CO 81506  
970-243-5068, extension 116  
[james.currier@co.nacdnet.net](mailto:james.currier@co.nacdnet.net)

State of Utah:

Utah Department of Agriculture and Food

Mr. Mark Quilter

350 North Redwood Road

P.O. Box 146500

Salt Lake City, UT 84114-6500

801-538-9905

[mquilter@utah.gov](mailto:mquilter@utah.gov)

State of Wyoming:

Wyoming Water Development Commission Office

Mr. Mike Hackett

6920 Yellowtail Road

Cheyenne, WY 82002

307-777-7626

[mike.hackett@wyo.gov](mailto:mike.hackett@wyo.gov)

## Section IX. Other Information

### IX.A. Workshops

Workshops will be held by Reclamation, **in Price, Utah, Montrose, Colorado, and Roosevelt, Utah**, to help applicants understand the requirements of the FOA and to answers questions regarding the FOA. If there are any questions regarding the workshops please contact the appropriate local Technical Contact.

August 20, 2012, 2:00 p.m.  
Price City Hall, Room 106  
185 East Main Street  
Price, Utah

August 21, 2012, 2:00 p.m.  
Holiday Inn Express  
1391 South Townsend Avenue  
Montrose, Colorado

August 22, 2012, 2:00 p.m.  
Utah State University Uintah Basin Branch Campus  
Multi Purpose Room  
985 East Lagoon Street  
Roosevelt, Utah