

Nonpoint Source Project and “Business Ready” Checklist

Check for completeness:

1) *Federal Requirements:*

- All sections in the Project Implementation Plan (PIP) form are complete and fully developed
- Ascertain need for Biological Evaluation
- Ascertain need for permits, local ordinance requirements or restrictions
- Watershed / Project stakeholders and partners have been identified and those key to the project are included in the process
- Non-federal match has been identified, meets the 40% requirement and is committed and available
- Project collaborators have committed time, resources and/or money to the project
- All project related data have been identified, collected and used in the proposal; gaps have been identified
- Maps are complete and appropriate for the project
- Project goals are clearly developed and consistent with Objectives and Tasks and with Budget
- Milestone Table is complete
- Budget Tables are well developed and consistent with the Section 3.0 narrative

All above will lead to:

- Project Implementation Plan (PIP) approved by NPS Program staff and EPA

2) *State Requirements:*

- Sampling and Analysis Project Plan has been developed (for Implementation Projects and Watershed Restoration Plan that involve sampling for watershed characterization)
- Mechanism to evaluate pollution load reduction has been identified and approved by the NPS program
- Environmental Covenant (mining projects)
- Commitment to uploading data to STORET (via Colorado Data Sharing Network)

3) *Contracting requirements and documents to become “Business Ready”:*

- All contractors to the state will be evaluated for quality of performance, per SB 08-228
- Fiscal Agent status or partner for contracting with the state
- Proof of Liability Insurance (non-governmental entities)
- Proof of Workmen’s Compensation and Auto insurance
- Federally mandated DUNS number http://grants.nih.gov/grants/duns_ga.doc
- Address FFTA requirements <https://www.fsrs.gov/>
- Ability to evaluate project progress
- Ability to report to the state regularly
- Ability to submit reimbursement requests, with the supporting documentation
- Ability to accrue, document and report on project match
- Ability to compile and report on data results and all project deliverables
- Commitment to preparing and submitting the NPS Final Report