

Pre-Proposal and Project Summary

The Pre-proposal is a new component of the grant application process. Due to the highly competitive nature of the Water Quality Improvement Grant Program, submission of a Pre-proposal is recommended. This is an opportunity for the applicant to receive feedback prior to submitting an official application. The submission deadline for the Pre-proposal will be announced with the Request for Grant Applications. There are many benefits to submitting a Pre-Proposal such as; early feedback on the strengths and weaknesses of the proposal, one on one consultation to discuss the proposal and the grant process, and technical assistance in the developed of scientifically sound management practices to increase the success of the project.

An applicant may choose to not submit a pre-proposal. However, ADEQ is requiring that this information be submitted with the official grant application as a Project Summary Document. Chapter 3: Pre-proposal and Project Summary is Part 2 of the Grant Application.

The Pre-proposal/Project Summary should be no more than four pages in length and should contain the following information:

1. A **problem statement and action plan**. Clearly and briefly identify the water quality issue that the project proposes to address and actions to be taken to control nonpoint source pollutants. This should include documentation of the problem (TMDL or Watershed Based Plan references, photographs, etc.). If possible, identify and document *key sites* where the water quality issue is demonstrated and future improvements can be measured. Explain what will be implemented and how. (Further details such as engineering plans will be provided in the official application.)

2. A list of **desired outcomes**. What does the project ultimately strive to achieve? What is ADEQ investing in? What is the likelihood that those results will be achieved? Desired outcomes should be quantifiable. (See examples of desired outcomes in chapter 1.)

3. Descriptions of **management methods**. How will pollutant loads be reduced? How will the *source* of pollutants be managed and controlled to ensure outcome delivery?

- Example 1: Your project proposes to remove abandoned vehicles from a wash that serves as an ephemeral tributary to the Agua Fria River. In this scenario, the people abandoning the vehicles are considered to be the *pollution source*. One effective **management**

method might be the creation of a county-wide program subsidizing vehicle removal/recycling.

- Example 2: You are proposing to dredge Lake X to remove excess nutrients that are continuously cycling within the lake system, causing impairments due to excess nitrogen and phosphorus. The TMDL for Lake X addresses residential runoff and leaking septic systems around the lake as the primary *pollution sources*. In order to ensure an outcome of improved water quality in Lake X, your **management methods** might include installing vegetative buffer strips around the lake to reduce runoff volume, as well as the installation of updated septic systems where necessary.

4. **Verification method.** How will success be measured? Examples of verification methods include water quality sampling, photo monitoring, and public surveys.

- **Please note:** projects that propose scientific monitoring as a verification method will be required to submit an abbreviated Sample Analysis and Quality Assurance Plan (SAP/QAP) with their final application. If the grant is awarded a full SAP/QAP will be required prior to initiating monitoring.

5. A **statement of opportunity.** Why now? What aspects (community involvement, availability of matching funds, etc) are available to contribute to the success of this project now, versus a year or two years from now? What partners are willing to work together? What synergy is coming together that will make project implementation possible?

Pre-proposals can be submitted by mail to the attention of the Water Quality Improvement Grant Coordinator at the following address:

Arizona Department of Environmental Quality
1110 West Washington Street
Phoenix, Arizona 85007

The Grant Coordinator can also be e-mailed at the address specified in the RFGA.